



UNIVERSITÀ DI SIENA 1240

**Annual Academic Prospectus
for Foundation Courses, Bachelor's Degree Programs,
Single-Cycle Master's Degree Programs, and Master's Degree Programs
for Students Holding a Qualification Obtained Abroad**

Academic Year 2025/2026

This University has long been engaged in significant efforts to raise awareness and combat gender stereotypes. In this spirit, it has been decided to give greater linguistic visibility to gender differences. Wherever, in this document, the masculine form may have been used inadvertently, it should be understood as being inclusive of all individuals who are part of the University community.

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Section 1

DEFINITIONS

This Manifesto is addressed to students holding a qualification obtained abroad who intend to enroll in bachelor's degree programs, single-cycle master's degree programs, or two-year master's degree programs offered in Italian or English.

1.1 EU Students, Equivalent EU Students, and Non-EU Students Not Considered Equivalent

For the purposes of this Manifesto, the following are considered **EU students**:

- Students who are citizens of the European Union, including those with dual citizenship, provided that at least one is Italian or from another EU Member State, pursuant to Article 19 of Law No. 218/1995;
- Students from Norway, Iceland, Liechtenstein, the Swiss Confederation, the Republic of San Marino, and the Holy See.

The following are considered **equivalent to EU students**:

- Non-EU students who meet the requirements set out in Article 39, paragraph 5 of Legislative Decree No. 286/1998, namely:
 - Students holding an EU long-term residence permit or a residence permit for employment, self-employment, family reasons, asylum, subsidiary protection, religious reasons, or for the reasons referred to in Articles 18 (Residence permit for social protection reasons), 18-bis (Residence permit for victims of domestic violence), 20-bis (Residence permit due to calamities), and 42-bis (Residence permit for acts of particular civil value), as well as those holding a residence permit issued under Article 32, paragraph 3 of Legislative Decree No. 25/2008 (International protection);
 - Students who have been legally residing in Italy for at least one year and possess an upper secondary school qualification obtained in Italy;
 - Students, regardless of their place of residence, who hold final diplomas from Italian schools abroad or from foreign or international schools operating in Italy or abroad under bilateral agreements or special regulations for the recognition of qualifications, provided they meet the general conditions for entry for study purposes;

- o Students holding a residence permit for temporary protection, if provided for by current legislation.

Non-EU students who are not considered equivalent to EU students (hereinafter referred to simply as "non-EU students") are those who do not fall under the categories of EU or equivalent EU students.

1.2 Independent Student

A student is considered **independent** for the purposes of the university ISEE (Equivalent Economic Situation Indicator) if they have been residing in a household separate from their family of origin for at least two years prior to the date of submission of the ISEE, and the residence is not owned by a member of their original family unit.

Furthermore, the student must have an adequate income capacity. Specifically, in the two years preceding the submission of the DSU (Single Substitute Declaration), they must have earned income from employment or similar sources, duly declared for tax purposes, amounting to no less than €6,500. Article 3, paragraph 1 of Ministerial Decree No. 1320/21 modified the required income threshold to assess the adequate income capacity of an independent student, increasing it from €6,500 (valid until the 2021/2022 academic year) to **€9,000 per year**.

1.3 Regulations for the Determination and Payment Methods of Tuition Fees and Contributions for Enrollment in Degree Programs at the University of Siena – Academic Year 2025/2026

The **Regulations for the Determination and Payment Methods of Tuition Fees and Contributions for Enrollment in Degree Programs at the University of Siena – Academic Year 2025/2026** are approved annually by the University's governing bodies and published on the University's website.

In the text, it is referred to as the [Regolamento contribuzione](#).

Section 2

PROCEDURES FOR OBTAINING A STUDY VISA

To enroll in the Foundation Courses and degree programs at the University of Siena, non-EU students must submit an application for admission through the [Apply Unisi](#) portal, following the procedures and deadlines published there.

After receiving the Letter of Eligibility for Enrollment, they must complete pre-enrollment by the deadlines established by the Ministry and the University of Siena through the [University](#) platform. It is the student's responsibility to initiate the visa application process as early as possible.

Once the visa is obtained, students holding a qualification earned abroad must contact the [Admission Office](#) (via email at admissionoffice@unisi.it) to obtain the **authorization for enrollment**. The documents required for the issuance of this authorization are listed on the [Mandatory Documents for Enrollment page](#).

After receiving appropriate authorization from the [Admission Office](#) staff, candidates will be allowed to complete the enrollment process.

Failure to complete enrollment will result in the **revocation of the visa** and the **inability to apply for a residence permit**.

AVVISO IMPORTANTE

For detailed and up-to-date information on immigration procedures, students are advised to consult the competent authorities. The issuance of visas is the exclusive responsibility of the Italian Embassies and Consulates. The University has no authority or ability to intervene in the decisions made by diplomatic representatives. In the event of delays or refusals in the visa issuance process, the University will not be able to provide any form of assistance.

Section 3

COMPLETION OF SCHOOLING REQUIREMENTS FOR ACCESS TO DEGREE PROGRAMS

The University of Siena offers pre-academic courses aimed at international students who need to make up one year of schooling to meet the minimum requirements for university admission or who wish to strengthen their basic knowledge before undertaking specific university programs.

For the academic year 2025/2026, the following courses will be offered:

- [Foundation Course in Economics and Management](#), organized by the School of Economics and Management
- [Foundation Course in Engineering and Science](#), organized by the Department of Information Engineering and Mathematical Sciences

The courses are taught in English and include mandatory instruction in Italian at level A2 and English at level B2 of the Common European Framework of Reference for Languages (CEFR).

Admission Requirements

The following students are eligible to enroll in the Foundation Courses at the University of Siena:

- Students holding a secondary school diploma (or equivalent according to current legislation) obtained abroad after at least 11 years of total schooling, which qualifies them for university admission in the education system that issued it;
- Students holding a U.S. High School Diploma (HSD) who have not passed the three "Advanced Placement" (AP) exams required for admission to Italian universities;
- Students holding the "General Certificate of Education" (GCE) or the "International General Certificate of Education" (IGCE) issued in the United Kingdom but lacking the three A-levels required for admission to Italian universities.

Additionally, knowledge of the English language at level B1 (or higher) of the CEFR is required. The methods for verifying language proficiency are described on the page: admission.unisi.it/?p=1944.

Students must be at least 17 years old by December 31, 2025, to be admitted to the Foundation Course. Non-EU students requiring a visa who are minors must have a legal guardian in Italy until they reach the age of majority. The Italian Diplomatic Representation decides the procedures for appointing the guardian.

For information on course structure, syllabus, attendance, costs, and opportunities, please consult the University's dedicated web pages:

- [Foundation Course in Engineering and Science](#)

- [Foundation Course in Economics and Management](#)

Admission and Enrollment Procedures

Foundation Courses have a limited number of places. Applications are collected through [Apply Unisi](#) portal according to the timing and procedures established by specific calls for applications, published on the course websites.

Admitted candidates must complete enrollment by the deadlines set in the admission call, following these steps:

- Obtain the authorization to enroll (nulla osta) from the [Admission Office](#). The documents required to obtain the authorization are listed on the *Mandatory Documents for Enrollment* page.
- Complete the online enrollment procedure via the [Segreteria Online Unisi](#) platform, following the instructions provided by the [Admission Office](#).
- Pay the non-refundable enrollment fee in a single installment, as established in the admission call.

Candidates are encouraged to contact the [Admission Office](#) (admissionoffice@unisi.it) as soon as all required documents and, if necessary, the visa are available. The entire procedure can be completed from abroad to facilitate the issuance of the residence permit upon arrival in Italy.

Section 4

ACADEMIC OFFERINGS

Admission to Nationally Limited-Enrollment Programs

Procedures for submitting applications and any scheduled dates for admission tests for nationally limited-enrollment courses will be announced through the publication of admission calls and specific detailed notices. Students are required to consult these notices and calls, which can be found in the [online noticeboard section of the University's website](#), as well as on the web pages dedicated to enrollment for the academic year 2025/2026 and on the page for [Limited-Enrollment Courses](#).

Academic Offerings: Bachelor's Degree Programs, Single-Cycle Master's Degree Programs, and Two-Year Master's Degree Programs

Those intending to enroll in bachelor's degree and single-cycle master's degree programs that are not nationally or locally limited-enrollment must:

- Hold a secondary school diploma or another qualification obtained abroad that is recognized as suitable;
- Participate in a mandatory but non-restrictive entrance test for enrollment. This test aims to assess basic preparation and identify any additional educational requirements to be fulfilled within the first year of the program. It is possible to take the entrance test for multiple study programs.

Procedures for registering for the tests, as well as the methods, dates, and locations, will be defined and announced as soon as available on the [Enrollment](#) page.

Those intending to enroll in nationally or locally limited-enrollment bachelor's degree and single-cycle master's degree programs must:

- Hold a secondary school diploma or another qualification obtained abroad that is recognized as suitable;
- Participate in specific admission tests and obtain a ranking position within the relevant merit lists;
- Comply with the specific deadlines set by individual admission calls/notices. The tests will take place on the dates indicated in the individual calls/notices, with registration according to procedures defined by the same calls/notices, published in the online noticeboard section and in the [Limited-Enrollment Courses](#) section.

For the following bachelor's degree and single-cycle master's degree programs:

Scienze biologiche

Farmacia

Chimica e tecnologia farmaceutiche

Enrollment will be allowed, until all available places are filled, based on the chronological order of applications submitted by candidates, according to the methods and periods defined by specific notices published on [Unisi](#) in the online noticeboard section.

Those intending to enroll in these courses must:

- Hold a secondary school diploma or another qualification obtained abroad that is recognized as suitable;
- Participate in a mandatory but non-restrictive entrance test for enrollment. This test aims to assess basic preparation and identify any additional educational requirements to be fulfilled within the first year of the program. It is possible to take the entrance test for multiple study programs.

Professional-Oriented Degree Programs

For the academic year 2025/2026, the inter-university professional-oriented degree program in [Agribusiness](#) (L-P02 Technical Professions in Agriculture, Food, and Forestry) affiliated with the Department of Life Sciences will be offered.

Admission to this program is regulated by a specific call published on the Agribusiness page.

For the academic year 2025/2026, the professional-oriented degree program in Technologies for the Environment, Construction, and Territory (L-P01 Technical Professions for Building and Territory) affiliated with the Department of Physical, Earth and Environmental Sciences will be offered.

Admission to this program is regulated by a specific call published on the [Tecnologie per l'ambiente, le costruzioni e il territorio](#) page.

Bachelor's degree programs				
Name of the degree program	Degree class	Reference department	Teaching location	Limited-enrollment course

Agribusiness	L-P02 professioni tecniche agrarie, alimentari e forestali	Scienze della vita	Siena	Yes – See the specific call for applications
Biotech engineering for Health	L-2 Biotecnologie & L-8 Ingegneria dell'Informazione	Ingegneria dell'informazione e scienze matematiche	Siena	Yes – See the specific call for applications
Biotecnologie	L-2 Biotecnologie	Medicina molecolare e dello sviluppo	Siena	Yes – See the specific call for applications
Dietistica (abilitante alla professione sanitaria di Dietista)	L/SNT3 Professioni sanitarie tecniche	Scienze mediche, chirurgiche e neuroscienze	Siena	Yes – See the specific call for applications
Economia e commercio	L-18 Scienze dell'economia e della gestione aziendale	Studi aziendali e giuridici	Siena	No
Economics and management	L-18 & L-33 Scienze dell'economia e della gestione aziendale & Scienze economiche	Economia politica e statistica	Siena	Yes – See the specific call for applications
Fisica e tecnologie avanzate *	L-30 Scienze e tecnologie fisiche	Scienze fisiche, della terra e dell'ambiente	Siena	No
Fisioterapia (abilitante alla professione sanitaria di Fisioterapista)	L/SNT2 Professioni sanitarie della riabilitazione	Scienze mediche, chirurgiche e neuroscienze	Siena	Yes – See the specific call for applications
Igiene dentale (abilitante alla professione sanitaria di Igienista dentale)	L/SNT3 Professioni sanitarie tecniche	Biotecnologie mediche	Siena	Yes – See the specific call for applications
Infermieristica (abilitante alla professione sanitaria di Infermiere)	L/SNT1 Professioni sanitarie, infermieristiche e professione sanitaria ostetrica	Scienze mediche, chirurgiche e neuroscienze	Siena	Yes – See the specific call for applications

Ingegneria gestionale	L-8 Ingegneria dell'informazione	Ingegneria dell'informazione e scienze matematiche	Siena	No
Ingegneria informatica e dell'informazione	L-8 Ingegneria dell'informazione	Ingegneria dell'informazione e scienze matematiche	Siena	No
Lingue per la comunicazione interculturale e d'impresa	L-11 Lingue e culture moderne	Filologia e critica delle letterature antiche e moderne	Arezzo	No
Logopedia (abilitante alla professione sanitaria di Logopedista)	L/SNT2 Professioni sanitarie della riabilitazione	Scienze mediche, chirurgiche e neuroscienze	Siena	Yes – See the specific call for applications
Matematica	L-35 Scienze matematiche	Ingegneria dell'informazione e scienze matematiche	Siena	No
Ortottica ed assistenza oftalmologica (abilitante alla professione sanitaria di Ortottista ed assistente di oftalmologia)	L/SNT2 Professioni sanitarie della riabilitazione	Scienze mediche, chirurgiche e neuroscienze	Siena	Yes – See the specific call for applications
Ostetricia (abilitante alla professione sanitaria di Ostetrica/o)	L/SNT1 Professioni sanitarie, infermieristiche e professione sanitaria ostetrica	Medicina molecolare e dello sviluppo	Siena	Yes – See the specific call for applications
Patrimonio culturale, territorio, turismo sostenibile	L-1 Beni culturali	Scienze storiche e dei beni culturali	Arezzo	No
Scienze ambientali e naturali	L-32 Scienze e tecnologie per l'ambiente e la natura	Scienze fisiche, della terra e dell'ambiente	Siena	No

Scienze biologiche	L-13 Scienze biologiche	Scienze della vita	Siena	No, but see the specific notice.
Scienze chimiche	L-27 Scienze e tecnologie chimiche	Biotecnologie, chimica e farmacia	Siena	No
Scienze del servizio sociale	L-39 Servizio sociale	Scienze sociali, politiche e cognitive	Siena	No
Scienze dell'educazione e della formazione	L-19 Scienze dell'educazione e della formazione	Scienze sociali, politiche e cognitive	Arezzo	No
Scienze della comunicazione	L-20 Scienze della comunicazione	Scienze sociali, politiche e cognitive	Siena	No
Scienze economiche e bancarie	L-33 Scienze economiche	Economia politica e statistica	Siena	No
Scienze geologiche*	L-34 Scienze geologiche	Scienze fisiche, della terra e dell'ambiente	Siena	No
Scienze politiche	L-36 Scienze politiche e delle relazioni internazionali	Scienze politiche e internazionali	Siena	No
Scienze storiche e del patrimonio culturale	L-1 Beni culturali	Scienze storiche e dei beni culturali	Siena	No
Scienze dei Servizi giuridici	L-14 Scienze dei servizi giuridici	Giurisprudenza	Arezzo	No
Studi letterari e filosofici	L-10 Lettere	Filologia e critica delle letterature antiche e moderne	Siena	No
Tecniche della prevenzione nell'ambiente e nei luoghi di lavoro (abilitante alla professione sanitaria di Tecnico della prevenzione nell'ambiente e nei luoghi di lavoro)	L/SNT4 Professioni sanitarie della prevenzione	Medicina molecolare e dello sviluppo	Siena	Yes – See the specific call for applications

Tecniche di fisiopatologia cardiocircolatoria e perfusione cardiovascolare (abilitante alla professione sanitaria di Tecnico di fisiopatologia cardiocircolatoria e perfusione cardiovascolare)	L/SNT3 Professioni sanitarie tecniche	Biotecnologie mediche	Siena	Yes – See the specific call for applications
Tecniche di laboratorio biomedico (abilitante alla professione sanitaria di Tecnico di laboratorio biomedico)	L/SNT3 Professioni sanitarie tecniche	Biotecnologie mediche	Siena	Yes – See the specific call for applications
Tecniche di radiologia medica, per immagini e radioterapia (abilitante alla professione sanitaria di Tecnico di radiologia medica)	L/SNT3 Professioni sanitarie tecniche	Scienze mediche, chirurgiche e neuroscienze	Siena	Yes – See the specific call for applications
Tecnologie per l'ambiente, le costruzioni e il territorio	L-P01 Professioni tecniche per l'edilizia e il territorio	Scienze fisiche, della terra e dell'ambiente.	San Giovanni Valdarno	Yes – See the specific call for applications

Any changes or updates to the degree programs offered in the academic year 2025/2026 will be published on the University's web pages.

Corsi di laurea magistrale a ciclo unico

Name of the degree program	Degree class	Reference department	Teaching location	Limited-enrollment course
Chimica e tecnologia farmaceutiche (corso di laurea magistrale a ciclo unico, a normativa europea – 300 CFU - durata 5 anni)	LM-13 Farmacia e farmacia industriale	Biotechnologie, chimica e farmacia	Siena	No, but see the specific notice.
Dentistry and dental prosthodontics - Odontoiatria e protesi dentaria (corso di laurea magistrale a ciclo unico - 360 CFU - durata 6 anni)	LM-46 Odontoiatria e protesi dentaria	Biotechnologie mediche	Siena	Yes – See the specific call for applications
Farmacia (corso di laurea magistrale a ciclo unico, a normativa europea – 300 CFU - durata 5 anni)	LM-13 Farmacia e farmacia industriale	Biotechnologie, chimica e farmacia	Siena	No, but see the specific notice.
Giurisprudenza (corso di laurea magistrale a ciclo unico – 300 CFU - durata 5 anni)	LMG/01 Giurisprudenza	Giurisprudenza	Siena	No
Medicina e chirurgia (corso di laurea magistrale a ciclo unico, a normativa europea – 360 CFU - durata 6 anni)	LM-41 Medicina e chirurgia	Scienze mediche, chirurgiche e neuroscienze	Siena	First semester with open access and continuation test (currently being defined by the Ministry of University and Research - MUR)

Scienze della formazione primaria (corso di laurea magistrale a ciclo unico)	LM-85 bis Scienze della formazione primaria	Scienze sociali, politiche e cognitive	Arezzo	Yes – See the specific call for applications
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Any changes or updates to the degree programs offered in the academic year 2025/2026 will be published on the University's web pages.

Access to Two-Year Master's Degree Programs

Those wishing to enroll in **master's degree programs** must hold:

- a bachelor's degree or a three-year university diploma, or another qualification obtained abroad that is recognized as suitable;
- specific curricular requirements and adequate personal preparation, verified according to procedures defined in the academic regulations of each two-year master's degree program, which also specify the specific **admission criteria**.

The academic regulations for the degree programs can be consulted on the University's website www.unisi.it and on the websites of the individual departments.

Corsi di laurea magistrale di durata biennale				
Denominazione del corso di studio	Classe di Laurea	Dipartimento di riferimento	Sede didattica	Corso a numero programmato
Antropologia della contemporaneità	LM-1 Antropologia culturale ed etnologia	Scienze sociali, politiche, cognitive	Siena	No
Applied mathematics	LM-40 Matematica	Ingegneria dell'informazione e scienze matematiche	Siena	No
Archeologia	LM-2 Archeologia	Scienze storiche e dei beni culturali	Siena	No
Artificial intelligence and automation engineering	LM-32 Ingegneria informatica	Ingegneria dell'informazione e scienze matematiche	Siena	No

Corsi di laurea magistrale di durata biennale

Denominazione del corso di studio	Classe di Laurea	Dipartimento di riferimento	Sede didattica	Corso a numero programmato
Biodiversity, conservation and environmental quality	LM-6 Biologia	Scienze della vita	Siena	No
Biologia	LM-6 Biologia	Scienze della vita	Siena	No
Biologia Sanitaria	LM-6 Biologia	Medicina molecolare e dello sviluppo	Siena	No
Biotechnologies of human reproduction	LM-9 Biotechnologie mediche, veterinarie e farmaceutiche	Medicina molecolare e dello sviluppo	Siena	No
Chemistry	LM-54 Scienze chimiche	Biotechnologie, chimica e farmacia	Siena	No
Chimica per le scienze agroalimentari	LM-54 Scienze chimiche	Biotechnologie, chimica e farmacia	Siena	No
Economia per l'ambiente e la sostenibilità	LM-56 Scienze dell'economia	Economia politica e statistica	Siena	No
Economics	LM-56 Scienze dell'economia	Economia politica e statistica	Siena	No
Ecotossicologia e sostenibilità ambientale	LM-75 Scienze e tecnologie per l'ambiente e il territorio	Scienze fisiche, della terra e dell'ambiente	Siena	No
Electronics and communications engineering	LM-27 Ingegneria delle telecomunicazioni	Ingegneria dell'informazione e scienze matematiche	Siena	No

Corsi di laurea magistrale di durata biennale

Denominazione del corso di studio	Classe di Laurea	Dipartimento di riferimento	Sede didattica	Corso a numero programmato
Engineering management	LM-31 Ingegneria gestionale	Ingegneria dell'informazione e scienze matematiche	Siena	No
Finance	LM-16 Finanza	Economia politica e statistica	Siena	No
Genetic counsellors	LM-9 Biotecnologie mediche, veterinarie e farmaceutiche	Biotecnologie mediche	Siena	Yes – See the specific call for applications.
International accounting and management	LM-77 Scienze economico-aziendali	Studi aziendali e giuridici	Siena	No
Language and mind: linguistics and cognitive studies – Mente e linguaggio: linguistica e studi cognitivi	LM-39 Linguistica	Scienze sociali, politiche, cognitive	Siena	No
Lettere classiche	LM-15 Filologia, letterature e storia dell'antichità	Filologia e critica delle letterature antiche e moderne	Siena	No
Lettere moderne	LM-14 Filologia moderna	Filologia e critica delle letterature antiche e moderne	Siena	No
Lingue per l'impresa e lo sviluppo	LM- 38 Lingue moderne per la comunicazione	Filologia e critica delle letterature antiche e moderne	Arezzo	No

Corsi di laurea magistrale di durata biennale

Denominazione del corso di studio	Classe di Laurea	Dipartimento di riferimento	Sede didattica	Corso a numero programmato
	e la cooperazione			
Management e governance	LM-77 Scienze economico-aziendali	Studi aziendali e giuridici	Siena	No
Medical biotechnologies	LM-9 Biotechnologie mediche, veterinarie e farmaceutiche	Biotechnologie mediche	Siena	No
Metodi statistici e data analytics	LM-82 Scienze statistiche	Economia politica e statistica	Siena	No
Public and cultural diplomacy	LM-81 Scienze per la cooperazione allo sviluppo	Scienze sociali, politiche e cognitive	Siena	No
Scienze delle amministrazioni	LM-63 Scienze delle pubbliche amministrazioni	Scienze politiche e internazionali	Siena	No
Risorse e pericolosità geologiche del territorio	LM-74 Scienze e tecnologie geologiche	Scienze fisiche, della terra e dell'ambiente	Siena	No
Scienze giuridiche del lavoro e della sicurezza	LM Scienze giuridiche	Giurisprudenza	Arezzo	No
Scienze infermieristiche e ostetriche	LM/SNT1 Scienze	Medicina molecolare e dello sviluppo	Siena	Yes – See the specific call for applications.

Corsi di laurea magistrale di durata biennale

Denominazione del corso di studio	Classe di Laurea	Dipartimento di riferimento	Sede didattica	Corso a numero programmato
	infermieristiche e ostetriche			
Scienze internazionali	LM-52 Relazioni internazionali	Scienze politiche e internazionali	Siena	No
Scienze per la formazione e la consulenza pedagogica nelle organizzazioni	LM-85 Scienze pedagogiche	Scienze sociali, politiche e cognitive	Arezzo	No
Scienze riabilitative delle professioni sanitarie	LM/SNT2 Scienze riabilitative delle professioni sanitarie	Scienze mediche, chirurgiche e neuroscienze	Siena	Yes – See the specific call for applications.
Sostenibilità sociale e management del welfare	LM-87 Scienze servizio sociale e politiche sociali	Scienze politiche e internazionali	Siena	No
Storia dell'arte	LM-89 Storia dell'arte	Scienze storiche e dei beni culturali	Siena	No
Storia e filosofia	LM-78 Scienze filosofiche & LM-84 Scienze storiche	Scienze storiche e dei beni culturali	Siena Arezzo	No
Strategie e tecniche della comunicazione	LM-92 Teorie della comunicazione	Scienze sociali, politiche e cognitive	Siena	No
Sustainable industrial pharmaceutical biotechnology	LM-8 Biotecnologie industriali	Biotecnologie, chimica e farmacia	Siena	No

Any changes or updates to the degree programs offered in the academic year 2025/2026 will be published on the University's web pages.

Bachelor's and Master's Degree Programs Offering a "Double Degree"

Double degree programs provide the opportunity to obtain two degrees—one from the University of Siena and one from a foreign university—within the same timeframe as obtaining a single degree, typically involving one or two semesters of study at the partner institution. Bilateral agreements between the institutions involved ensure the completion of an integrated educational path of equivalent duration as required by each country. Double degree programs are established within the University's degree courses, which provide the full range of courses necessary to earn the degree. Students participating in the program undertake defined study periods with specified content, alternating between the two academic institutions. Upon completion of the courses and any final examinations, students receive the national degree from both institutions ("double degree").

For the academic year 2025/2026, the University of Siena offers 9 programs that allow students to earn a double degree with the partner institutions listed for each program:

Degree program:

Lingue per la comunicazione culturale e d'impresa (L-11 Lingue e culture moderne): Wenzhou University (Cina).

Corsi di laurea magistrale:

Archeologia (classe LM-2 Archeologia): Université Rennes II (Francia);

Economics (classe LM-56 Scienze dell'economia): University of Ljubljana (Slovenia); University of Marburg (Germania);

Finance (classe LM-16 Finanza): University of Ljubljana (Slovenia); Romanian American University Bucharest (Romania);

Language and mind: linguistics and cognitive studies – Mente e linguaggio: linguistica e studi cognitivi (classe LM-39 Linguistica): Université Paris 1 Panthéon Sorbonne (Francia);

Lettere moderne (LM-14 - Classe delle lauree magistrali in Filologia moderna): Université Sorbonne Nouvelle (Francia);

Medical biotechnologies (classe LM-9 Biotecnologie mediche, veterinarie e farmaceutiche) Universidad de Sevilla (Spagna);

Public and cultural diplomacy (classe LM-81 - Classe delle lauree magistrali in Scienze per la cooperazione allo sviluppo): Jagiellonian University Krakow (Polonia);

Storia e filosofia (classe LM-78 Scienze filosofiche & LM-84 Scienze storiche): Université Grenoble Alpes (Francia).

The participation procedures for the double degree program are specified in a dedicated call for applications published by the University as part of the mobility calls, issued annually for its students by the International Relations Division offices. For more information, please refer to the [Double Degrees](#) section on their web pages.

Bachelor's Degree Programs Offered in English

For the academic year 2025/2026, the following English-taught degree programs with limited enrollment are activated:

- **Economics and Management** (inter-class degree program L-18 Scienze dell'economia e della gestione aziendale & L-33 Scienze economiche) presso la Scuola di Economia e Management.
- **Biotech Engineering for Health** (inter-class degree program L-2 Biotecnologia & L-8 Ingegneria dell'Informazione) presso il Dipartimento di Ingegneria dell'Informazione e Scienze Matematiche.

Students are required to consult the relevant calls for applications available in the [online notice board section of the University's website](#), as well as on the web pages dedicated to enrollment for the academic year 2025/2026 and the [Limited Enrollment Courses page](#).

Single-cycle degree program taught in English

For the academic year 2025/2026, the following single-cycle master's degree program is being offered:

- **Dentistry and dental prosthodontics – Odontoiatria e protesi dentaria** (classe LM-46 Odontoiatria e protesi dentaria) Course **affiliated with** the Biotecnologie mediche. For admission, please refer to the specific call for applications available on the Dentistry and Dental Prosthodontics page.

Two-year master's degree programs offered in English, and two-year master's degree programs offered in Italian with one track taught in English.

For the academic year 2025/2026, the following two-year master's degree programs are offered, with instruction provided either entirely or partially in one curriculum in English:

- **Applied mathematics** (classe LM-40 Matematica) Course affiliated with the Dipartimento di Ingegneria dell'Informazione e scienze matematiche;
- **Biodiversity, conservation and environmental quality** (classe LM-6 Biologia) Course affiliated with the Dipartimento di Scienze della vita;

- **Artificial intelligence and automation engineering** (classe LM-32 Ingegneria informatica) Course affiliated with the Dipartimento di Ingegneria dell'informazione scienze matematiche;
- **Biotechnologies of human reproduction** (classe LM-9 Biotecnologie mediche, veterinarie e farmaceutiche) Course affiliated with the Dipartimento di Medicina molecolare e dello sviluppo;
- **Chemistry** (classe LM-54 Scienze chimiche) Course affiliated with the Dipartimento di Biotecnologie, chimica e farmacia;
- **Economics** (classe LM-56 Scienze dell'economia) Course affiliated with the Dipartimento di Economia politica e statistica;
- **Electronics and communications engineering** (classe LM-27 Ingegneria delle telecomunicazioni) Course affiliated with the Dipartimento di Ingegneria dell'informazione e scienze matematiche;
- **Engineering management** (classe LM-31 Ingegneria gestionale) Course affiliated with the Dipartimento di Ingegneria dell'informazione e scienze matematiche;
- **Finance** (classe LM-16 Finanza) Course affiliated with the Dipartimento di Economia politica e Statistica;
- **Genetic counsellors** (classe LM-9 Biotecnologie mediche, veterinarie e farmaceutiche) Course affiliated with the Dipartimento di Biotecnologie mediche;
- **International accounting and management** (classe LM-77 Scienze economico-aziendali) Course affiliated with the Dipartimento di Studi aziendali e giuridici;
- **Language and mind: linguistics and cognitive studies - Mente e linguaggio: linguistica e studi cognitivi** (classe LM-39 Linguistica) Course affiliated with the Dipartimento di Scienze sociali, politiche e cognitive;
- **Medical biotechnologies** (classe LM-9 Biotecnologie mediche, veterinarie e farmaceutiche) Course affiliated with the Dipartimento di Biotecnologie mediche;
- **Public and cultural diplomacy** (classe LM-81 Scienze per la cooperazione allo sviluppo) Course affiliated with the Dipartimento di Scienze sociali, politiche e cognitive;
- **Scienze internazionali** (classe LM-52 Relazioni internazionali) Course affiliated with the Dipartimento di Scienze politiche e internazionali. The course is divided into three curricula, one of which is in English: **European studies**;
- **Sustainable industrial pharmaceutical biotechnology** (classe LM-8 Biotecnologie industriali) Course affiliated with the Dipartimento di Biotecnologie, chimica e farmacia.

Blended Learning Courses and Teledidactics Project

The degree programs at the University of Siena are delivered exclusively in person, except for the master's degree programs in **Sustainable Industrial Pharmaceutical Biotechnology and Sciences for Education and Pedagogical Consultancy in Organizations**, which will be offered in a blended learning mode.

For the academic year 2025/2026, a teledidactics project is active, allowing synchronous remote access, as well as on-campus attendance, to courses related to some of the study programs offered. For up-to-date

information on courses available via teledidactics, please consult the page [Unisi Digital Teaching – Teledidactics Project.](#)

Section 5

DEADLINES

WARNING: Deadlines for submitting evaluation applications for non-EU students and for visa requests can be found at:

- <https://apply.unisi.it/>
- <https://admission.unisi.it/>
- <https://www.universitaly.it/>

Important note:

Deadlines related to enrollment in the first year of the single-cycle Master's degree program in **Medicina e chirurgia** will be specified separately on the [Medicina e chirurgia](#) webpage.

June 10, 2025	Only for EU students and EU-equivalent students with a qualification obtained abroad: Opening of the online procedure for the evaluation of curricular requirements for admission to a two-year Master's degree program with no limited enrollment.
July 8, 2025	Start of online enrollment procedures for non-restricted access degree programs Start of registration procedures for simultaneous enrollment in two first- or second-level degree programs Start of online renewal procedures for enrollment in years following the first, with payment of the first installment Start of online submission of suspension requests for the 2025/2026 academic year, exclusively for graduating students Start of submission, at the student services offices, of the necessary documentation for course shortening for students enrolling with the recognition of previous academic records, even if not completed Start of application submission for transfer to another university and for change of degree program
October 1, 2025	Start of first semester classes. For the specific dates of each degree program, please refer to the websites of the relevant academic departments.
November 3, 2025	Deadline for enrollment and subsequent closure of online enrollment procedures for: a) Bachelor's degree programs with unrestricted access b) Single-cycle Master's degree programs with unrestricted access

November 3, 2025	<p>Deadline for enrollment in years following the first, with payment of the first installment</p> <p>Deadline for registration procedures for simultaneous enrollment in two first-level degree programs</p> <p>Deadline for submission of suspension request for the 2025/2026 academic year</p> <p>Deadline for submission of enrollment request with recognition of previous academic records</p>
December 12, 2025	<p>Only for EU students or equivalent EU-status students with a qualification obtained abroad: Deadline for the online procedure to assess fulfillment of curricular requirements for admission to a non-restricted access Master's degree program.</p>
December 19, 2025	<p>Deadline for payment of the second installment</p> <p>Deadline for enrollment in the first year of two-year Master's degree programs with unrestricted access</p> <p>Deadline for registration procedures for simultaneous enrollment in two second-level degree programs</p> <p>Only for students with income and/or family assets held in Italy: deadline for submission of the ISEE (Equivalent Economic Situation Indicator)</p>
December 31, 2025	<p>Deadline for submission of transfer requests to another university and for change of degree program for non-restricted access courses</p> <p>Only for students with income and/or family assets held in Italy: deadline for submitting the ISEE Declaration, valid for access to financial aid in higher education and required for the calculation of university fees for the 2025/2026 academic year</p>
January 31, 2026	<p>Deadline for receiving transfers from other universities (provided that the transfer request was submitted by the student by December 31, 2025) for non-restricted access courses.</p>
March 2, 2026	<p>Deadline for payment of the third installment</p> <p>Start of second semester classes. For specific dates of each degree program, please consult the websites of the academic departments.</p>
May 4, 2026	<p>Deadline for payment of the fourth tuition installment</p>
May 12, 2026	<p>Deadline for renewal of enrollment with simultaneous payment of the first tuition installment for graduating students who have requested suspension of enrollment and have not completed exams by the last available graduation session. To complete such enrollment, the student must contact their student services office.</p>

	Deadline for payment of recognition fee installments for graduating students.
june 3, 2026	Deadline for payment of outstanding installments of the comprehensive contribution for graduating students who requested suspension and did not complete exams by the last available graduation session.

Section 6

ENROLLMENT AND REGISTRATION TO THE FIRST YEAR FOR NON-EU STUDENTS WHO REQUIRE A VISA TO ENTER ITALY

Enrollment for non-EU students may be limited by specific quotas established by the University and announced through dedicated calls or communications.

Information regarding the admission and enrollment procedures for non-EU students can be found by consulting the [International Students Admissions pages – Siena](#).

The procedures for applying for a study visa are described in Section 2.

At the time of first-year enrollment, the non-EU student is required to prove the legality of their entry into Italy by providing a copy of the visa.

The enrollment procedure is carried out entirely online and can be completed before arriving in Italy.

6.1 Knowledge of the English Language

For Bachelor's, Master's, and single-cycle Master's degree programs taught in English, knowledge of the English language at level B2 (or higher) of the Common European Framework of Reference for Languages (CEFR) is required.

Language proficiency must be officially demonstrated before submitting the pre-enrollment required for the visa application on the [University](#) portal.

Candidates are generally required to provide a language certification recognized by the University.

In most cases, this certification is considered sufficient by the evaluation committees, which nevertheless reserve the right to request additional documentation or to call the candidate for an interview to verify their language skills.

Recognized Language Certifications

The following language certifications are accepted:

- An internationally recognized language certification among those [accepted by the University of Siena](#);
- A language proficiency certificate issued by an Italian University Language Center included in the following list: [AICLU – Italian Association of University Language Centers](#).

Exemptions from the English Language Certification

A. Exemption Based on Citizenship

Citizens of the following countries are exempt from submitting English language certification: Antigua and Barbuda, Australia, Bahamas, Barbados, Belize, British Overseas Territories, Dominica, Grenada, Guyana, Ireland, Jamaica, Malta, New Zealand, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Trinidad and Tobago, United Kingdom, and United States of America.

B. Exemption Based on Educational Background

Applicants of any nationality who obtained their qualification for enrollment through a program entirely taught in English may be exempt from submitting English language certification, provided they demonstrate that English was the official language of instruction. Such proof can be provided in the form of a formal certificate or a letter from the educational institution confirming that the program was entirely conducted in English

IMPORTANT NOTICE

The decision to grant an exemption based on educational background is at the sole discretion of the admissions evaluation committee. Candidates may be called for a remote assessment interview as part of the exemption process.

6.2 Knowledge of the Italian Language

For admission to degree programs taught in Italian, proficiency in the language at level B2 (or higher) according to the Common European Framework of Reference for Languages (CEFR) is required.

The specific language requirements for each degree program can be found on [Apply Unisi](#).

Candidates without Italian citizenship who wish to enroll in a program taught in Italian, and who do not hold a certification nor fall under the exemption cases listed below, are required to take a language proficiency test. This test will be conducted online during the application evaluation process on the [Apply Unisi](#) platform.

The following students are exempt from the Italian language proficiency test:

a) Students holding a four- or five-year upper secondary school diploma obtained at Italian schools abroad (also exempt from quota restrictions);

- b) Students holding one of the secondary school final qualifications listed on the MUR website: [Procedures For Entry, Residency And Enrolment Of International Students And The Respective Recognition Of Qualifications For Higher Education Courses In Italy](#) (also exempt from quota restrictions);
 - c) Students holding a certification of Italian language proficiency at **level C1 or C2 of the Common European Framework of Reference for Languages (CEFR)**, issued by the University of Roma Tre, the Universities for Foreigners of Perugia and Siena, or the “Dante Alighieri” Society, including those issued in cooperation with Italian Cultural Institutes abroad (also exempt from quota restrictions);
 - d) Students holding a certification of Italian language proficiency at level B2 or higher of the CEFR, issued by the University of Roma Tre, the Universities for Foreigners of Perugia and Siena, or the “Dante Alighieri” Society, including those issued in cooperation with Italian Cultural Institutes abroad;
 - e) Students intending to enroll in degree programs taught exclusively in English.
- Students falling under categories d) and e) are subject to the specific quota of reserved places.

For non-EU citizens residing abroad who choose a Bachelor’s, Master’s, or Single-Cycle Master’s degree program taught in Italian, the following is required:

- a) Proficiency in the Italian language at level B2 or higher, as indicated in the ministerial circular, demonstrated by presenting one of the following certificates:

CELI – University for Foreigners of Perugia

CILS – University for Foreigners of Siena

CERT.IT – Roma Tre University

CEDILS – University for Foreigners of Reggio Calabria

Any certifications issued by Italian Cultural Institutes abroad will be assessed on a case-by-case basis;

- b) A four- or five-year upper secondary school diploma obtained at Italian state or officially recognized schools abroad;
- c) One of the secondary school qualifications listed in Annex 2 of the annual ministerial circular regarding international students’ access to university programs in Italy.

Possession of one of the documents listed in points a), b), or c) as proof of Italian language proficiency is **mandatory** for non-EU students before submitting the pre-enrollment and visa application through the University portal.

6.3 Enrollment Procedure for Bachelor's and Single-Cycle Master's Degree Programs Not Subject to Enrollment Limits

Request for the Letter of Eligibility for Enrollment

To be admitted to a Bachelor's or Single-Cycle Master's Degree Program not subject to enrollment limits, it is necessary to obtain a Letter of Eligibility for Enrollment issued by the competent Teaching Committee.

In order to submit an evaluation request, the student must first upload the required documentation, as listed on the [Apply Unisi](#) platform. This documentation is automatically forwarded to the aforementioned Teaching Committee for review. The request must be submitted according to the procedures and deadlines indicated on the platform.

Following the evaluation request, the Teaching Committee will determine eligibility for the degree program and issue the **Letter of Eligibility for Enrollment**.

With the letter issued by the university, the student must proceed with pre-enrollment on the [University](#) platform, within the deadlines and according to the instructions provided there.

Who can submit a pre-enrollment application to the competent Italian diplomatic mission

A non-EU resident student who holds a final secondary school qualification that, in the country where it was obtained, gives access to a university program similar to the one chosen in Italy, and who has obtained the Letter of Eligibility for Enrollment for that program, may submit a pre-enrollment application.

In the case of a pre-enrollment request for a three-year Bachelor's degree program, the qualification must have been obtained after completing at least 12 years of schooling.

Students coming from countries where the education system provides for fewer than 12 years of schooling must submit, in addition to the original secondary school diploma, an academic certification showing that they have passed the required exams for the first year of university studies (in the case of an 11-year schooling system) or for the first two academic years (in the case of a 10-year schooling system), in order to be eligible for university enrollment in Italy.

The following are also considered valid to supplement an educational path of less than 12 years:

1. An academic certification attesting to the successful completion of all exams required during the first year of higher education studies at a recognized institution, in the case of an 11-year local education

system, or certification of the successful completion of all exams for the first two academic years, in the case of a 10-year local education system.

2. An official Italian or foreign post-secondary qualification obtained from a non-university higher education institution, in a field related to the chosen program of study, lasting one year (for an 11-year system) or two years (for a 10-year system).
3. Certificates issued by other Italian universities for the successful completion of foundation courses designed to fill the missing years of schooling. These certificates may also be accepted if they are issued by foreign higher education institutions that are recognized and/or accredited in their respective national systems, and qualify as official qualifications within that system.
4. Institutional certifications attesting to the successful completion of foundation courses, even if lasting less than one academic year, which provide the necessary knowledge, skills, and competencies to attend the chosen study program within the same institution.

These additional certifications, when complementary to upper secondary school qualifications obtained after less than twelve years of schooling, allow enrollment in Italy only for the first academic year, and cannot be further evaluated for enrollment with course abbreviation, in order to avoid double recognition of the same qualifications.

Foundation course certifications may also be used to fulfill additional entry requirements for degree programs, other than the number of schooling years. However, they cannot substitute the absence of a “Secondary School Diploma or other foreign qualification recognized as suitable” (as per Ministerial Decree 270/2004 and Presidential Decree 212/2005)

Study Visa, Clearance, and Enrollment

Once the student has obtained a **study** visa from the competent Italian diplomatic mission, the non-EU student must contact the [Admission Office](mailto:admissionoffice@unisi.it) at admissionoffice@unisi.it, where they will be informed of the procedure to obtain **clearance (nulla osta)** through the verification of academic documents on the [Apply Unisi](#) platform.

The following mandatory documentation is required, with a **legalized translation** in **Italian or English**¹:

1. **Study visa** issued by the local Italian diplomatic mission;
2. Copy of the **passport**;
3. Copy of the **application submitted via the [University](#) platform**;

¹ **International students** with **refugee status**, **asylum/subsidiary protection seekers**, or those in **particularly severe situations** or **extreme poverty** due to coming from **conflict-affected areas**, and who are **unable to provide the required documentation**, may receive support from the **Just Peace service** (see Section 6.6).

4. Documentation received from the Italian diplomatic mission regarding the **educational qualification** held (e.g., high school diploma);
5. Certificate showing the **passing grade of any special academic eligibility exam** required for university admission in the country of origin;
6. **Declaration of Value (DOV)** issued by the competent diplomatic authorities, or other valid certification to verify the foreign qualification — in any case, this must be accompanied by **legalized documents** with **apostille**

As alternatives, the following documents may also be submitted along with the original qualification:

- **Diploma Supplement**, issued according to the standard model developed by the **European Commission**, the **Council of Europe**, and **UNESCO**;
- Certificates from the **Italian ENIC-NARIC center (CIMEA)**: *Statement of Comparability* and *Verification of Certification*;
- Original diploma (or certified copy), or substitute certificate valid for legal purposes, accompanied by the **Attestato di Corrispondenza** downloaded from the **CIMEA ARDI platform**, and *Verification of Certification*;
- Certification issued by ENIC-NARIC centers of other countries (full list available here: <https://www.enic-naric.net/page-italy>).

Once the **clearance (nulla osta)** is granted, students complete the **enrollment procedure** through the online student portal.

During the enrollment process, the student must **self-declare their status** for the correct calculation of tuition fees (section 13), and can indicate whether they choose to study **full-time or part-time**, as well as provide any relevant **information regarding recognized disability status** at the beginning of the academic year.

At the end of the online enrollment procedure, once all required fields have been correctly completed, the system will allow the student to **pay the first installment of the all-inclusive tuition fee** via **pagopa**. Specific information is provided on the University's website [Come pagare le tasse](#).

The **first installment must be paid by November 3, 2025**. Payments made **after this deadline** are subject to a **late payment fee**, as provided for in the [Tuition Fee Regulations](#).

Withdrawal from enrollment does **not entitle** the student to request a **refund** of any fees paid.

Once the enrollment is finalized through payment, the student can access their [institutional email account](#) using the **username and password** assigned during the online registration process.

Students assigned an email account are **automatically subscribed to the University's student mailing lists**.

From that moment on, **all official email communication** from the University will be sent **exclusively to the institutional email address**, which will remain active throughout the student's academic career and any subsequent careers at the University.

The student must **schedule an appointment online** with the **Student Services Office** of their degree program to **collect the student card**, which is required to access **University services and the University Sports Center (CUS)**.

To apply for **calls for paid part-time collaborations, tutoring activities, and mobility programs**, it is necessary to provide a **certificate issued by the university where the Bachelor's degree was obtained**, indicating:

- the **final grade**,
- the **minimum and maximum grades** for that degree,
according to the relevant grading scale (e.g., Final grade: 4; Grading scale: minimum 3, maximum 10).

IMPORTANT NOTICE

Any **withdrawal from enrollment** does **not entitle** the student to request a **refund of the fees paid** and will result in the **revocation of the visa** by the competent authorities.

Applicants for **limited access degree programs (programmi a numero programmato)** must follow the **specific deadlines** outlined in the individual **calls for applications**, available on the [Corsi a numero programmato](#).

Students are exempt from paying the all-inclusive tuition fee and are only required to pay the stamp duty (€16) by November 3, 2025, if they belong to one of the following categories:

Students with a **disability equal to or greater than 66%**

Students with a recognized **disability under Article 3, paragraphs 1 and 3 of Law 104/1992**

Children of recipients of disability pensions, as provided for by **Law No. 118/1971, Article 30**

Recipients of Italian Government scholarships

ATTENTION: Students who have applied for a scholarship from the **Regional Agency for the Right to University Education** are **temporarily exempt** from paying the **regional tax** and **university tuition fees** until the publication of the **final ranking of eligible candidates** by the Agency.

In the meantime, they are only required to pay the **stamp duty (€16)** by **November 3, 2025**. Students who are **not awarded the scholarship** in the final ranking will be required to pay the full amount as provided by the [Regolamento contribuzione](#) even if they have **withdrawn from their university studies** in the meantime.

Entrance Test to Assess Initial Preparation

Students who intend to enroll in bachelor's degree programs or single-cycle master's degree programs **that do not require specific admission exams** must take a **mandatory, non-selective orientation test** aimed at verifying the adequacy of their **initial academic preparation**.

Additional learning requirements (Obblighi Formativi Aggiuntivi – OFA) may be assigned to students based on the outcome of the test.

The fulfillment of these requirements is regulated by the individual academic departments and may involve various forms of support, such as **mandatory attendance of remedial courses** or **additional assessment tests**, as specified in the **Didactic Regulations** of the degree programs.

Information about the entrance tests is available on the university website, under the **Enrollment** section and on the pages of the respective academic departments.

Registration for the **TOLC-type** entrance tests is only possible through the website of **CISIA** (Interuniversity Consortium for Integrated Access Systems), where all necessary payment information is also provided.

ATTENTION: For degree programs that **do not use the CISIA entrance tests** students must register for the relevant **entrance tests** through their **personal online student portal** by clicking on “**Test di valutazione**” (Evaluation Test). At the end of the registration process, and **before taking the test**, students are required to pay a **non-refundable fee of €35.00** via **PagoPA**. Specific information is provided on the University's website [Come pagare le tasse](#).

The student must attend the test with a **valid identification document**.

Any additional information will be published on the University's website www.unisi.it, in the section dedicated to **entrance tests**.

The following students are exempt from taking the entrance test:

Students transferring from another Italian university who are enrolled in a degree or single-cycle master's program belonging to the same degree class as the program belonging to the same degree class as the program for which they are applying at the University of Siena;

Graduates who hold a degree obtained from a program belonging to the same degree class as the one for which they are applying at the University of Siena;

Students transferring from another university and/or switching from another degree program, as well as graduates from other programs, explicitly exempted by the Teaching Committee of the degree program they are applying to.

6.4 Enrollment in the First Year of Two-Year Master's Degree Programs

To be admitted to a **two-year Master's degree program with open enrollment (non-limited access)**, applicants must hold a **bachelor's degree or a three-year university diploma**, or an equivalent foreign qualification recognized as suitable to allow continuation of university studies at the next level in the country where it was obtained. Additionally, candidates must meet specific **curricular requirements** and demonstrate **adequate personal preparation**, which is assessed according to the procedures defined in the academic regulations of the master's degree programs, where the specific admission criteria are also indicated.

The competent **Teaching Committee** of the master's degree program (or a designated faculty member) evaluates whether the applicant meets the curricular requirements, the suitability of the foreign qualification held by the student, and the personal preparation of the candidate, based on the exams passed to obtain the degree and, if necessary, through an individual assessment.

According to current regulations, students who are found to have educational deficiencies related to the admission requirements are **not allowed to enroll** in master's degree programs.

Applicants who intend to enroll in **limited enrollment master's degree programs** must refer to the specific admission announcement.

Request for the Letter of Eligibility for Enrollment

To be admitted to a degree program, it is necessary to obtain the **Letter of Eligibility for Enrollment** issued by the competent Teaching Committee.

To submit an evaluation request, the student must first upload the required documentation listed on the [Apply Unisi](#) platform, which is automatically forwarded to the aforementioned Teaching Committee for review. The request must be submitted following the procedures and deadlines indicated on the platform.

After the evaluation request, the Teaching Committee determines the student's eligibility for the degree program by issuing the **Letter of Eligibility for Enrollment**.

With the letter issued by the university, the student proceeds to pre-enroll on the [University](#) platform within the timeframes and according to the instructions provided there.

Entry Visa for Study Purposes, Clearance, and Enrollment

After obtaining the entry visa for study purposes from the competent diplomatic representation, the non-EU student must contact the [Admission Office](mailto:admissionoffice@unisi.it) at admissionoffice@unisi.it, which will provide information on the procedure to obtain the clearance by verifying the study documents on the [Apply Unisi](#) platform.

The following mandatory documents are required, with a legalized translation into Italian or English²:

- The entry VISA issued by the Italian diplomatic representation in the country of residence;
- The passport;
- A copy of the application submitted on the [University](#) platform;
- Documentation received from the Italian diplomatic representation regarding the qualification held (degree diploma);
- The certificate issued by the competent University attesting the exams passed (transcript with translation), as well as for each subject, the syllabus for obtaining the aforementioned qualifications. The study program may be certified by the Diploma Supplement;
- The qualification required for admission to the degree course (degree diploma);
- Declaration of Value (Dichiarazione di Valore, DOV) issued by the competent diplomatic representations or another certificate useful to verify the elements of the foreign qualification, which must always be accompanied by legalized documents and apostilled.

Alternatively, it is possible to submit the original qualification together with:

- Diploma Supplement issued according to the standard format developed by the initiative of the European Commission, the Council of Europe, and UNESCO;
- Certificates from the Italian ENIC-NARIC center (CIMEA) "Certificate of comparability" and "Certification verification";
- The original qualification (or certified copy) or a substitute certificate for all legal purposes, accompanied by the Certificate of Correspondence downloaded from the ARDI CIMEA platform and "Certification verification";
- Certification issued by ENIC-NARIC centers of other countries. A complete list is available at: <https://www.enic-naric.net/page-italy>.

Once the **nulla osta** (authorization) is received, students **complete the enrollment procedure** through the online student office.

During the enrollment procedure, the student must **self-declare their status** for the correct calculation of

² **International students** with **refugee status**, **asylum/subsidiary protection seekers**, or those in **particularly severe situations** or **extreme poverty** due to coming from **conflict-affected areas**, and who are **unable to provide the required documentation**, may receive support from the **Just Peace service** (see Section 6.6).

tuition fees (see section 16) and may indicate the type of study option (part-time or full-time) as well as any information regarding recognized disability status at the start of the academic year.

At the end of the online enrollment procedure, after all required fields have been correctly filled, the system will allow the student to pay the **first installment of the comprehensive fee** via PagoPA by **November 3, 2025**. Detailed information is available on the University website [Come pagare le tasse](#).

The payment of the first installment must be made by **December 19, 2025**. Payments made after this deadline will incur a late payment penalty as established by the [Regolamento contribuzione](#).

Any withdrawal from enrollment does **not** entitle the student to a refund of the fees already paid.

Once the enrollment is finalized with the payment of the required amount, the student can access their [institutional email account](#) by entering the username and password assigned during the online registration phase.

The student who is assigned an email account is automatically subscribed to the student mailing lists. From the moment of assignment, all subsequent email communications from the University will be sent exclusively to that email account. The email address will remain active throughout the student's academic career and any subsequent careers.

The student must schedule an appointment online with the Student Services Office of their degree program to collect the student ID card, which serves as a valid tool for accessing the services offered by the University and the University Sports Center (CUS).

For participation in calls for part-time paid collaboration activities, tutoring, and mobility programs, a certification issued by the University where the bachelor's degree was obtained is required. This certification must include the grade achieved according to the relevant grading scale, as well as the minimum and maximum grades possible for the degree (e.g., Grade achieved: 4; Grading scale: minimum 3, maximum 10).

IMPORTANT NOTICE

Any withdrawal from enrollment does not entitle the student to request a refund of the fees paid and results in the withdrawal of the Visa by the competent authorities.

Those who intend to enroll in limited enrollment degree programs must comply with the specific deadlines set out in the [singoli bandi di ammissione ai corsi](#).

They are not required to pay the comprehensive contribution but only the stamp duty, to be paid by December 19, 2025:

Students with a disability equal to or greater than 66%

Students recognized as handicapped pursuant to Article 3, paragraphs 1 and 3 of Law 104/1992

Children of recipients of disability pensions – as provided by Law no. 118/71, art. 30

Recipients of scholarships from the Italian Government

ATTENTION: Those who have applied for a scholarship from the Regional Agency for the Right to University Education are temporarily exempt from paying the regional tax and university fees until the final ranking of eligible candidates is published by the Agency, and are temporarily only required to pay the stamp duty by December 19, 2025.

Students who are declared ineligible in the ranking published by the same Agency will be required to pay what is established by the [Regolamento contribuzione](#). This payment is the responsibility of the enrolled student even if they have subsequently withdrawn from university studies.

6.5 Students of the "Marco Polo" Project

Based on the Agreement signed between the People's Republic of China and the Italian Republic, Chinese students who have joined the project called "Marco Polo"—which allows them to attend in Italy an Italian language course of medium/long duration (6 to 9 months) preparatory to the academic course and aimed at enrollment—must join the program one year before enrolling in the degree course they have chosen. They must obtain an entry visa and therefore start the pre-enrollment procedure earlier than the deadlines established for non-EU citizens.

The enrollment of these students is carried out within the limits of specific quotas set annually by the universities.

6.6 International students who are political refugees or in situations of particular hardship

International students with refugee status or asylum/subsidiary protection seekers, or those in situations of particular hardship or extreme poverty because they come from conflict-affected areas, after completing the admission request procedure on the [Apply Unisi](#) platform and obtaining the related Letter of Eligibility for Enrollment, must follow the same procedure described above to receive the relevant clearance (nulla osta) from the [Admission Office](#) and the instructions to proceed with enrollment/registration.

If a student belonging to one of the above categories is unable to provide the requested documentation, the

University will independently carry out the verification.

This verification will be managed by the Just Peace service (justpeace@unisi.it).

The outcome of the verification will determine access to the study courses.

Section 7

ENROLLMENT AND REGISTRATION TO THE FIRST FOR EU CITIZENS AND EU EQUIVALENT CITIZENS AND ITALIAN CITIZENS WITH FOREIGN EDUCATIONAL QUALIFICATIONS

7.1 Enrollment in Bachelor's and Single-Cycle Master's Degree Programs without Admission Restrictions

Verification of English Language Proficiency

The University of Siena requires passing a mandatory English language proficiency test at level B1 or B2, which is also essential to participate in ERASMUS exchanges at English-speaking universities. The proficiency must be obtained through a test administered by the [Centro Linguistico d'Ateneo \(CLA\)](#).

For this purpose, once enrolled, students must take a placement test to assess their level of [test di livello](#) proficiency and guide them to an appropriate preparation course.

Students who hold one of the internationally recognized certifications [certificazioni internazionali riconosciute dall'Ateneo](#) obtained within the last 4 years, or a proficiency certification issued by an Italian University Language Center (passed before enrollment at the University of Siena), are exempt from taking the test but must submit such certification to the CLA using [this link](#) to receive recognition of the mandatory CFU (university credits) required by their course of study or to enroll in a higher-level course.

For detailed information, please consult the University Language Center (CLA) web pages [Centro Linguistico d'Ateneo \(CLA\)](#).

Entrance Test to Verify Initial Preparation

Those who intend to enroll in bachelor's degree and single-cycle master's degree programs for which no specific admission tests are scheduled must take a mandatory, non-selective orientation entrance test to verify their adequate initial preparation.

Support activities may be provided for students who, following the test, are assigned additional educational requirements.

The fulfillment of these additional educational requirements is regulated by the individual academic departments and may involve various methods, including mandatory attendance of support courses or further verification tests, as specified in the Study Regulations of the degree programs.

Information regarding the entrance tests can be found on the university portal's enrollment pages and on the pages of the individual academic departments.

It is possible to register for the "TOLC" type entrance tests only through the [Cisia](#) website (Interuniversity Consortium for Integrated Access Systems). All necessary payment information is also available on that site.

ATTENTION:

For degree programs that do not use the entrance tests organized by CISIA, it is necessary to register for the respective entrance tests through the personal page of the online student services by clicking on "Test di valutazione" (Assessment Test). At the end of the registration procedure, before taking the tests, a non-refundable fee of €35.00 must be paid via PagoPA. Specific information is provided on the University's website [Come pagare le tasse](#)

The student must appear for the test with a valid identity document.

Any further information will be announced on the University website www.unisi.it in the section dedicated to entrance tests.

Exemptions from taking the test:

- gli/le studenti/esse in trasferimento da altra sede universitaria italiana iscritti/e a un corso di studio afferente alla medesima classe di laurea/laurea magistrale a ciclo unico del corso per il quale si chiede l'iscrizione a Siena;
- i/le laureati/e in possesso di un titolo conseguito in un corso di studio afferente alla medesima classe di laurea/laurea magistrale a ciclo unico del corso per il quale si chiede l'iscrizione a Siena;
- gli/le studenti/esse in trasferimento da altra sede universitaria e/o in passaggio da altro corso di studio o i/le laureati/e presso altro corso di studio espressamente esonerati/e dal Comitato per la Didattica del corso per il quale si chiede l'iscrizione.

When to enroll

From July 8, 2025, to November 3, 2025, enrollment for the academic year 2025/2026 is open for bachelor's and single-cycle master's degree courses with open admission (non-programmed access).

After the deadline of November 3, 2025, any further enrollment requests will be evaluated, and if accepted, will require the payment of an additional fee of €40.00.

Payments of the first installment of the comprehensive contribution made after November 3, 2025, will also be subject to a late payment surcharge (penalty), as established by the Contribution Regulation [Regolamento contribuzione](#).

Those intending to enroll in degree courses with limited access (programmed access) must instead comply with the specific deadlines set by the individual admission calls available on the “Limited Access Courses” page [Corsi a numero programmato](#)

Who can submit the enrollment application

According to current regulations, anyone holding a high school diploma or another foreign qualification recognized as suitable can enroll in any bachelor's or single-cycle master's degree course.

The academic regulations of the degree courses may also require possession or acquisition of adequate initial preparation.

To this end, these academic regulations define the knowledge required for access and the methods of assessment. If the assessment is not positive, any specific additional educational obligations to be fulfilled during the first year of the course will be indicated.

How, where, and when to complete the enrollment

Before completing the online enrollment, EU citizens, non-EU citizens with equivalent status, and Italian citizens with a foreign qualification must obtain the issuance of the clearance (“nulla osta”) through the verification of study documents and residence permit by the competent staff at the [Admission Office](#).

The EU citizen, non-EU citizen with equivalent status, and Italian citizen with a foreign qualification must contact the [Admission Office](#) admissionoffice@unisi.it which will provide information on the procedure to obtain the clearance via the [Apply Unisi](#) platform.

The following mandatory documents with legalized translation in Italian or English are required³:

- A copy of the identity document;
- documentation received from the Italian diplomatic representation concerning the qualification held (secondary school diploma);
- Certificate issued by the competent school certifying the exams passed (transcript with translation), as well as for each subject, the curricula for obtaining the qualification;
- The qualification required for admission to the course;
- Declaration of Value (Dichiarazione di Valore, DOV) issued by the competent diplomatic representations or other certificate useful to verify the elements of the foreign qualification, which must always be accompanied by legalized documents with apostille.

Alternatively, it is possible to submit the original qualification along with:

³ **International students** with **refugee status**, **asylum/subsidiary protection seekers**, or those in **particularly severe situations** or **extreme poverty** due to coming from **conflict-affected areas**, and who are **unable to provide the required documentation**, may receive support from the **Just Peace service** (see Section 6.6).

- Diploma Supplement issued according to the standard format developed by the European Commission, the Council of Europe, and UNESCO;
- Certificates from the Italian ENIC-NARIC center (CIMEA), such as “Certificate of Comparability” and “Certification Verification”;
- The original qualification (or certified copy) or substitute certificate valid for all legal purposes, accompanied by a Correspondence Certificate downloaded from the ARDI CIMEA platform and “Certification Verification”;
- Certification issued by ENIC-NARIC centers of other countries, with the full list available at the following link: <https://www.enic-naric.net/page-italy>.

Once the clearance (“nulla osta”) has been obtained, students complete the enrollment procedure through the online student office.

During the enrollment process, the student self-declares their status for the correct calculation of tuition fees (section 13), and can choose the type of study (part-time or full-time) as well as provide any information regarding a recognized disability status at the beginning of the academic year.

At the end of the online enrollment procedure, after all the required fields have been correctly completed, the system will allow the student to pay the first installment of the comprehensive fee through pagoPA.

The payment of the first installment must be made by **November 3, 2025**. Payments made after this deadline will be subject to a late payment penalty as established by the [Regolamento contribuzione](#).

Any withdrawal from enrollment does not entitle the student to a refund of the fees already paid.

Once the enrollment is completed with the payment of the due amount, the student can [access their institutional email account](#) by entering the username and password assigned during the online registration phase.

The student who is assigned an email account is automatically subscribed to the student mailing lists. From the moment of assignment, all subsequent email communications from the University must be sent exclusively to this email account. The email address will remain active throughout the student’s academic career and any subsequent careers.

The student must book an appointment online with the Student Services Office of their degree program to collect the student card, which serves as a valid tool for accessing services offered by the University and the University Sports Center (CUS).

For participation in calls for part-time paid collaborations, tutoring, and mobility programs, a certification issued by the University where the student obtained their bachelor's degree is required. This certification must indicate, according to the relevant grading scale, the grade obtained as well as the minimum and maximum grades possible.

IMPORTANT NOTICE Any withdrawal from enrollment does not entitle the student to request a refund of fees paid.

Those intending to enroll in degree programs with limited admission are required to comply with the specific deadlines set by the individual admission calls, available on the webpage [Corsi a numero programmato](#).

7.2 Enrollment in the First Year of Two-Year Master's Degrees

English Language Proficiency Requirement

The University of Siena requires students to pass a mandatory English language proficiency test at level B1 or B2, which is also essential for participating in ERASMUS exchanges with English-speaking universities. This proficiency must be certified through a test administered by the [University Language Center \(CLA\)](#). To this end, once enrolled, students must take a placement test to assess their knowledge of the English language and to direct them to an appropriate preparatory course.

Students who already hold an international English certification recognized by the University [certificazioni internazionali riconosciute dall'Ateneo](#) obtained no more than four years ago, or a proficiency certificate issued by an Italian university language center (obtained prior to enrolling at the University of Siena), are exempt from taking the test. However, they must submit the certificate to the CLA [link](#) in order to obtain recognition of the mandatory ECTS credits required by their study program or to enroll in the next higher-level course.

For detailed information, students must refer to the webpages of the University Language Center [Centro Linguistico d'Ateneo \(CLA\)](#).

Who Can Submit an Evaluation Request

Applicants may be admitted to a non-restricted access master's degree program if they possess:

- a bachelor's degree or a three-year university diploma, or another qualification obtained abroad recognized as suitable;
- specific curricular requirements;
- adequate personal preparation.

These requirements are assessed upon application, according to procedures defined in the academic regulations of each master's degree program, which also specify the specific admission criteria.

Curricular requirements and the adequacy of personal preparation may vary from program to program, and failure to pass the personal preparation assessment will prevent enrollment in the master's degree program.

In accordance with applicable regulations, graduates who are found to have curricular deficiencies (debiti formativi) in their entry qualification are not allowed to enroll in master's degree programs. Such individuals must first acquire the necessary credits by enrolling in individual courses ("corsi singoli") before applying. Students who are about to graduate may also submit an evaluation request provided they have already earned at least 120 ECTS out of the 180 required for graduation, and that they have completed all credits in the subject areas (SSDs) required as curricular prerequisites. These students may enroll only if they obtain their bachelor's degree by December 31, 2025.

How and When to Submit the Evaluation Request

To enroll in a master's degree program, applicants must first submit an **evaluation request** via an online procedure. The service is available on the following page: Unisi Online Services [Segreteria online Unisi](#) by clicking on "Test di valutazione" (Evaluation test).

This request, aimed at verifying whether the applicant meets the admission requirements, must be submitted between June 10, 2025, and December 12, 2025 by completing the Evaluation of Curricular Requirements Form, available at www.unisi.it. The form, once completed and including a **self-certification** of the exams passed and the academic activities undertaken during the bachelor's program, must be uploaded during the online application process.

During the online procedure, the following documents are required:

- the completed form for the evaluation of curricular requirements;
- a copy (front and back) of a valid identity document;
- academic and educational documentation;
- official certificates proving the required English language proficiency, if required by the academic regulations of the master's degree program to which you are applying.

Before the official evaluation by the appointed faculty member or the Teaching Committee, applicants may request information or clarification regarding the admission requirements by directly contacting the program coordinators listed on the webpages of each academic department.

The appointed professor or the Teaching Committee will review the submitted curriculum and determine:

- **eligibility for admission** to the program;
- whether the student is **required to take and pass an entrance exam** before proceeding with enrollment in the master's program;
- whether the student is **assigned a curricular educational debt**, specifying the **individual courses** (known as "single courses") whose exams must be passed to acquire the necessary credits to fulfill the curricular requirements.

If a student is assigned a curricular educational debt, they must obtain the necessary credits by passing the relevant exams and then resubmit an evaluation request to the Student Services Office of the program.

The curriculum evaluation aims to verify:

a) the possession of the **curricular requirements** for admission to the master's degree program. These requirements are defined based on the degree class and the number of credits (ECTS/CFU) obtained in specific academic subject areas (SSD – Settori Scientifico-Disciplinari). The required curricular requirements are listed on the webpages of each academic department in the sections dedicated to two-year master's degree programs. According to the educational regulations of the specific master's program, these requirements may also include English language proficiency, which is a mandatory prerequisite minimum B2 level for programs taught in English.

b) the possession of the requirements for **direct admission without the entrance exam**. These criteria are defined in the academic regulations of each relevant master's program.

Admission is granted according to the following procedures:

- **Requirements met and admission without entrance exam:** In this case, the student may proceed with enrollment in the chosen master's degree program within the established deadlines.
- **Requirements met with mandatory entrance exam:** In this case, the student will be contacted by the Student Services Office with details regarding the entrance exam. The student must submit a specific application form to take the exam, which can be downloaded from the university website (www.unisi.it). Failure to pass the entrance exam prevents enrollment in the master's degree program.
- **Requirements not met:** In this case, the student cannot proceed with enrollment.

The outcome of the evaluation can be consulted by the student by accessing their profile on the Unisi Online Student Portal.

Within the same timeframe established for registrations (July 8 – December 19, 2025), the student is required to finalize their application based on the outcome of the curriculum evaluation:

a) **In the case of direct admission**, the student may enroll by the final registration deadline for master's degree programs (December 19, 2025);

b) **In the case that passing an admission test is required**, the student must submit a specific request to participate in the test at least seven days before the scheduled date of the test.

How, Where, and When to Enroll

Enrollment in a two-year Master's degree program without restricted admission must take place **from July 8 to December 19, 2025**.

After this deadline, further enrollment applications may still be considered, but **if accepted**, they will require the payment of an additional fee of €40.00.

Before completing the online enrollment, EU citizens, non-EU citizens with equivalent status, **and** Italian citizens with a foreign degree must obtain a clearance (nulla osta) through the verification of their academic documents and residence permit, carried out by the competent staff at the [Admission Office](#).

Students who fall into the above categories must contact the [Admission Office](#) admissionoffice@unisi.it where they will receive detailed instructions on how to obtain the **clearance through the Apply Unisi platform** [Apply Unisi](#).

The following **mandatory documentation** is required, **with legalized translation in Italian or English**⁴:

- A copy of the identity document;
- The documentation issued by the **Italian Diplomatic Authority** concerning the obtained qualification (Bachelor's degree diploma);
- The **transcript of records** issued by the relevant university listing the **exams passed** (with translation), as well as the **course descriptions** for each subject completed. These can be replaced by a **Diploma Supplement**;
- The **degree qualification** required for admission to the Master's program (Bachelor's degree diploma);
- A **Declaration of Value (Dichiarazione di Valore – DOV)** issued by the competent Italian diplomatic authorities, or another document that can verify the details of the foreign qualification. This document must always be accompanied by legalized and apostilled documents.

As an alternative, it is possible to submit the **original qualification** with:

- **Diploma Supplement** issued according to the standard model developed by the **European Commission**, the **Council of Europe**, and **UNESCO**.
- **Statements** issued by the **Italian ENIC-NARIC center (CIMEA)**: “**Statement of Comparability**” and “**Verification of Certification**”.
- The **original academic qualification** (or certified copy), or a **substitute certificate valid for all legal purposes**, accompanied by the **Statement of Correspondence** downloaded from the **CIMEA ARDI platform** and the “**Verification of Certification**”.
- **Certification issued by ENIC-NARIC centers of other countries**, with the full list available at the following link: <https://www.enic-naric.net/page-italy>.

After receiving the clearance, students complete the enrollment procedure through the online student services.

⁴ **International students** with **refugee status**, **asylum/subsidiary protection seekers**, or those in **particularly severe situations** or **extreme poverty** due to coming from **conflict-affected areas**, and who are **unable to provide the required documentation**, may receive support from the **Just Peace service** (see Section 6.6).

During the enrollment process, students must self-declare their status for the correct calculation of tuition fees (section 13) and can choose their study mode (part-time or full-time) as well as provide any relevant information regarding recognized disabilities at the beginning of the academic year.

Once all the required fields are correctly filled out, the system will allow students to pay the first installment of the comprehensive tuition fee via pagoPA. Specific information is made available on the University's website [Come pagare le tasse](#)

The payment of the first installment must be made by December 19, 2025. Payments made after this deadline will be subject to a late payment penalty as established by the [Regolamento contribuzione](#).

Any withdrawal from enrollment does not entitle the student to a refund of the fees already paid.

After the enrollment is finalized with the payment of the due amount, students will be able to access their [institutional email account](#) by entering the username and password assigned during the online registration phase.

Students assigned an email account are automatically subscribed to the student mailing lists. From the moment the account is assigned, all subsequent official communications from the University will be sent exclusively to this email account. The email address will remain active throughout the student's academic career and any subsequent careers.

Students must book an appointment online with the Student Services Office of their degree program to collect their student ID card, which is a valid tool to access the services offered by the University and the University Sports Center (CUS).

For the purpose of applying to calls for paid part-time collaboration activities, tutoring, and mobility programs, a certification issued by the university where the three-year bachelor's degree was obtained is required. This certification must indicate the grade achieved according to the relevant grading scale, as well as the minimum and maximum grades possible for the degree (e.g., Grade achieved: 4; Grading scale: minimum grade 3, maximum grade 10).

IMPORTANT NOTICE

Any withdrawal from enrollment does not entitle the student to a refund of the fees paid and results in the withdrawal of the Visa by the competent authorities.

Those intending to enroll in degree programs with limited admission must comply with the specific deadlines set forth in the individual admission calls available on the webpage for Limited [Corsi a numero programmato](#).

Students who are **not required to pay the comprehensive contribution but only the stamp duty**, payable by December 19, 2025:

- Students with a disability equal to or greater than 66%;
- Students recognized as handicapped pursuant to Article 3, paragraphs 1 and 3, paragraphs 1 and 3 of Law 104/1992;
- Children of recipients of disability pensions as per Law No. 118/71, Article 30;
- Recipients of scholarships from the Italian Government

ATTENTION: Students who have applied for a scholarship from the Regional Agency for the Right to University Education (Azienda regionale per il diritto allo studio universitario) are temporarily exempt from paying the regional tax and university fees until the publication of the final ranking of eligible candidates by the same agency, and are required to pay only the stamp duty by December 19, 2025.

Students who are declared ineligible in the ranking published by the agency will be required to pay the amounts provided for by the [Regolamento contribuzione](#).. This payment remains the responsibility of the enrolled student even if they have meanwhile withdrawn from their university studies.

Section 8

ENROLLMENT FOR YEARS FOLLOWING THE FIRST

Until the degree is obtained, the student must enroll in all the academic years required by the chosen program without interruption.

For enrollment in years following the first, **non-EU students** are required, upon request by the University, to provide proof of legal residence in the national territory by submitting a copy of a valid residence permit or, in the case of an expired permit, a copy of the receipt for the renewal application.

In the event of a **rejection of the application for issuance or renewal of the residence permit** by the competent authorities, the student must promptly inform the University.

8.1 Enrollment

To renew enrollment for years following the first, the student must access the Unisi online [Segreteria online Unisi](#) page from July 8, 2025, to November 3, 2025.

Students with income and/or family assets in Italy must obtain their ISEE (Equivalent Economic Situation Indicator) before proceeding with online enrollment (as per Italian Prime Ministerial Decree of December 5, 2013, no. 159).

The ISEE, which must be valid until **December 31, 2025**, must be specifically requested for university financial aid and linked to the student's tax code. It is required in order to access any possible reductions in the comprehensive tuition fee for the academic year of enrollment.

The student must give **consent for the acquisition of ISEE data from the INPS database** during the online enrollment process to have their university fee calculated based on their income bracket.

If the ISEE data is not available at the time of enrollment, the student may later request to provide this consent by contacting the **Student Services Office of their Department**.

However, if this occurs **after December 19, 2025**, a **€40 fee** will be charged.

For all students who are unable to provide the 2025 ISEE required for access to standard university financial aid, the amount of the comprehensive tuition fee will be determined based on the **nationality**

coefficient (Section 16.1).

It is **not possible to submit an "ISEE parificato"** (equivalent ISEE for foreign income).

During the re-enrollment procedure, the student must **self-declare** both their **status** for the correct calculation of tuition fees (see Section 16.1) and any applicable **fee exemptions** (see Section 16.2).

They may also indicate the **type of study** they wish to choose (part-time or full-time) and provide any **recognized disability status** at the beginning of the academic year.

At the end of the online re-enrollment procedure, once all required fields have been correctly completed, the system will allow the student to **pay the first installment of the comprehensive tuition fee via pagoPA**. Detailed information is available on the University's webpage **"How to pay tuition fees."**

The **first installment must be paid by November 3, 2025**.

Payments made after this deadline will incur a **late fee**, as established in the [Regolamento contribuzione](#).

Withdrawal from enrollment does not entitle the student to a refund of the fees paid.

After the deadline of November 3, 2025, the online re-enrollment system will automatically charge the student a **€40 late fee** for applications submitted after the deadline.

Upon payment of the first installment, the student is **automatically enrolled in the academic year following their last enrollment**.

The **online enrollment procedure cannot be completed by students who have outstanding tuition installments or late fees from previous academic years**.

In such cases, **enrollment for the 2025/2026 academic year is suspended** until the student has settled their debt with the University.

Students in this situation, **in accordance with current regulations, are not allowed to take exams** or to register for exams through the online services.

To resolve this issue, the student must **contact the Student Services Office** of their degree program.

The following students are **not required to pay the comprehensive tuition fee**, but only the **stamp duty**, which must be paid by November 3, **2025**:

- Students with a disability equal to or greater than 66%
- Students recognized as handicapped under Article 3, paragraphs 1 and 3 of Law 104/1992
- Children of recipients of disability pensions, according to Law No. 118/71, Article 30
- Recipients of scholarships awarded by the Italian Government

IMPORTANT:

Students who have applied for a scholarship from the Regional Agency for the Right to University Education are **temporarily exempt from paying the regional tax and university fees until the publication of the**

final eligibility ranking by the Agency. During this period, they are only required to pay the **stamp duty by November 3, 2025.**

Students who are declared **ineligible in the final ranking** published by the same Agency will be required to pay the fees as outlined in the Tuition Fee Regulations.

This payment obligation applies to enrolled students even if they have, in the meantime, withdrawn from their university studies.

8.2 Request for Suspension of Enrollment Reserved for Graduating Students

A **graduating student** is defined as one who intends to obtain their academic degree by the last graduation session of the 2024/2025 academic year (at the latest by April 30, 2026) and who meets the following academic progress requirements as of November 3, 2025:

- A) For students enrolled in study programs under regulations prior to Ministerial Decree 509/99: having completed all exams in their study plan and only needing to take the final degree exam;
- B) For students enrolled in study programs under Ministerial Decree 509/99 and Ministerial Decree 270/04: having obtained all required attendance signatures and having no more than thirty credits (CFU) remaining, excluding the credits for the final exam.

The **request for suspension of enrollment** must be submitted through the dedicated online procedure on the [Segreteria online Unisi](#) platform **no later than November 3, 2025.**

If the suspension request is submitted after the deadline, a **fee of €40** will be charged.

STUDENTS WHO MEET THE REQUIREMENTS TO OBTAIN THEIR DEGREE BY APRIL 30, 2026, DO NOT NEED TO RENEW THEIR ENROLLMENT WITHIN THE DEADLINE.

STUDENTS WHO MEET THE REQUIREMENTS TO OBTAIN THEIR DEGREE BY APRIL 30, 2026, DO NOT NEED TO RENEW THEIR ENROLLMENT WITHIN THE DEADLINE

Students who manage to complete all exams or acquire all credits, excluding those required for the final exam, by April 30, 2026, must contact the Student Services Office to renew their enrollment by paying only the **recognition fee** as outlined in the [Regolamento contribuzione](#).

Payments of the installments related to the recognition fee must be made by **May 12, 2026**. After this deadline, the student will be subject to a **late payment penalty**.

PLEASE NOTE:

Students who, having submitted a request for suspension of enrollment for the 2025/2026 academic year, realize they will be unable to complete all exams or acquire all credits within the indicated deadlines, must

promptly complete their enrollment at the competent Student Services Office (including payment of the first installment) **no later than May 12, 2026**.

At that time, students with income and/or family assets in Italy must provide their consent for the acquisition of their ISEE data (valid through December 31, 2025, which the student must have obtained in the calendar year 2025) from the INPS database.

The submission of an "equivalent ISEE" (ISEE parificato) is not permitted.

The student is required to pay the remaining amount of university fees **no later than June 3, 2026**, under penalty of an additional late payment fee.

Section 9

DUAL ENROLLMENT

It is possible to be simultaneously enrolled in a maximum of two degree programs, either at the same university or at different universities or Higher Artistic and Musical Education Institutions, including foreign ones, in accordance with Law No. 33 of April 12, 2022, and Ministerial Decrees No. 930 of July 29, 2022, and No. 933 of August 2, 2022.

To proceed with dual enrollment, a specific request must be submitted via email to the offices responsible for both courses, using the forms published on the University's webpage: [Contemporanea iscrizione](#).

The request for enrollment in the second course will be considered **“conditional”** pending verification of the conditions and requirements established by current legislation.

Detailed information is available on the University's webpage: [Contemporanea iscrizione](#).

Sezione 10

RE-ENROLLMENT

Who can submit an application

Students who wish to re-enroll in a degree program offered by the University and simultaneously request, pursuant to Article 21, paragraph 7, and Article 32, paragraph 2, of the University Academic Regulations, a reduction in the duration of their course of study based on exams taken during their previous academic career, may submit an application. This includes:

- Students who have previously withdrawn from their studies;
- Students who have been dismissed due to regulatory reasons;
- Students who have already obtained a degree or a university diploma.

IMPORTANT: Non-EU students residing abroad **must** pre-register through the [University](#) platform to obtain their VISA and submit the Enrollment Eligibility Letter (issued via the Apply Unisi procedure [Apply Unisi](#)).

When, How, and Where to Submit the Application

The re-enrollment application can be submitted from **July 8, 2025, to November 3, 2025**.

After the November 3, 2025 deadline, any additional re-enrollment applications will be evaluated, and if accepted, will require the payment of a €40 fee.

To obtain re-enrollment, interested students must first complete the online enrollment procedure. After finishing the online procedure, they must fill out the request forms for validation of previous academic credits, available on the University's website at www.unisi.it.

In the self-certification, all exams taken must be detailed analytically, including the grade, the exact course titles, the dates the exams were taken, as well as the scientific-disciplinary sector to which the courses belong. This documentation must be submitted within the deadlines indicated to the competent Student Services Office.

The re-enrollment and exam validation request will be evaluated by the competent Teaching Committee for the purpose of shortening the course duration. The outcome of the validation request will be communicated to the student by the Student Services Office of the relevant Department via email.

For re-enrollment in non-programmed courses established under Ministerial Decree No. 270/04, the applicant must take the admission test within the deadlines set by the individual academic units or obtain an exemption from the test from the competent body of the academic unit.

In the case of withdrawal from a degree program with a limited number of places, the option to reactivate one's academic career is allowed only if places are available — in the case of multiple requests, according to their order of receipt — and if the relevant academic unit confirms that the methods and content of the admission test previously taken are equivalent to those currently in force at the time of reactivation.

For more information, please contact the competent Student Services Office.

Section 11

TRANSFERS BETWEEN UNIVERSITIES AND COURSE CHANGES

11.1 Inter-University Transfers

For non-EU students, this regulation applies to those enrolled from the 2nd year onwards.

Transfers In

Transfers are allowed to degree programs offered in the 2025/2026 academic year.

Transfers are permitted only between degree programs of the same level.

For transfers to non-programmed degree courses under Ministerial Decree No. 270/04, the applicant must take the required self-assessment test within the deadlines set by the individual academic units or obtain an exemption from the test from the competent body of the academic unit.

For transfers to master's degree programs, in order to obtain the required enrollment authorization to be attached to the transfer release form, the applicant must submit a specific evaluation request through an online procedure to the Teaching Committee of the master's degree program before submitting the transfer application.

For transfers to limited-enrollment degree programs, the applicant must first request the issuance of the enrollment authorization from the competent Student Services Office of the relevant Department of this University.

For degree programs with limited enrollment, the deadline and procedures for requesting the required enrollment authorization (nulla osta), as well as the criteria by which such authorization will be granted, fall under the responsibility of the individual Departments. Information on this subject can be found on the web pages of the Departments (Department of Medical Biotechnology, Department of Molecular and Developmental Medicine, Department of Medical, Surgical and Neurosciences, Department of Biotechnology, Chemistry and Pharmacy, and Department of Life Sciences).

Transfer release forms (fogli di congedo) without the required enrollment authorization (nulla osta) will be returned to the originating university.

The transfer release forms must be submitted to the Student Services Office of the degree program at the University of Siena where the student intends to transfer between July 8, 2025, and January 31, 2026 (provided that the transfer was requested by the student by December 31, 2025). Transfer release forms arriving after January 31, 2026, will not be accepted and will be returned to the originating university.

Limited-enrollment degree programs are excluded from these deadlines.

Transfer release forms will be accepted even if the student is not enrolled for the 2025/2026 academic year.

Once the administrative regularity of the transfer release form has been verified, the Student Services Office will invite the student to submit the following documentation within 30 days:

- A) The enrollment form for the University of Siena, fully completed, and the receipt of payment for the first installment of the comprehensive contribution, the amount of which is indicated in the [Regolamento contribuzione](#);
- B) The enrollment authorization (nulla osta), if the transfer concerns master's degree programs or limited-enrollment degree programs;
- C) Non-EU citizens must attach a valid residence permit issued by the Police Headquarters (Questura), together with a copy of the passport containing the specific study visa (for universities) of long duration.

Students with income and/or family assets held in Italy must have obtained their ISEE data (D.P.C.M. December 5, 2013, no. 159) before proceeding with online enrollment. The ISEE, valid until December 31, 2025, is required for access to reduced fees for the right to university education and is linked to the student's tax code. It is necessary to access any reductions in the calculation of the comprehensive contribution for the academic year of enrollment.

Students must provide consent to acquire the ISEE data from the INPS database within the online enrollment procedure to be eligible for a university fee determined based on the contribution bracket.

If the ISEE data are not available at the time of enrollment, it will be possible later, by contacting the competent Department's student services office, to request the inclusion of such consent.

If this consent is provided after December 19, 2025, a fee of €40.00 will be charged.

For all students who cannot provide the 2025 ISEE required for the benefits related to the right to university education, the amount of the comprehensive contribution will be determined based on the nationality coefficient (see section 16.1). The submission of a "parificato" ISEE is not allowed.

During the enrollment procedure, the student must self-declare both their status for the correct calculation of the contribution (see section 13.1) and any exemptions (see section 13.2). The student can also indicate the type of study option they choose (part-time or full-time) and provide any relevant information regarding recognized disability status at the beginning of the academic year.

WARNING: For the assignment of students to one of the “Groups” listed in Table A of Article 4 of the [Regolamento contribuzione](#) all academic years of enrollment in the current university career are counted, including the academic years prior to any transfers and course or curriculum changes.

If a student transferring from another university, or a student changing courses, or a student who received the evaluation result for access requirements to a master’s degree course after December 19, 2025, completes their enrollment after that date, they may request the insertion of consent for the acquisition of ISEE data.

The student is required to pay the full amount of the first installment of the comprehensive fee, with the sole recognition of the regional university right-to-study tax of €140.00 for students coming from universities where the contribution to the Tuscany Region has already been paid. Fees paid at the previous institution for the academic year in which the transfer takes place are not recognized in any way.

The transferred student cannot return to their previous university until one academic year has passed, except in cases where the request to return is justified by serious reasons; in no case will any fees paid in the meantime to the University of Siena be refunded.

If no response is received from the student within 30 days, the transfer form (foglio di congedo) will be automatically returned to the previous university.

For information regarding continuation of the academic career, please contact the competent student services office.

Once the enrollment is finalized with the payment of the required amount, the student can access their [institutional email account](#) by entering the username and password assigned during the online registration phase. The student who is assigned an email account is automatically subscribed to the student mailing lists. From the moment of assignment onward, all further communications from the University must be sent exclusively to this email account. The email address will remain active throughout the student’s academic career and any subsequent careers.

The student must schedule an appointment online with the administration office to collect their student ID card, which is a valid tool for accessing the services offered by the University and the University Sports Center (CUS).

Transfers Outgoing

The transfer request to other universities can be submitted by the student enrolled at the University of Siena from **July 8, 2025, to December 31, 2025**, through a specific stamped application addressed to the

Rector. The form can be downloaded from the Student Services Office web pages and must be duly completed, accompanied by the required documentation and payment receipts.

Students requesting a transfer to another university must be in good standing with their administrative position (enrollment and fees).

A non-refundable fee of €250.00 is required to request a transfer to another university. Under no circumstances will this transfer fee be refunded once paid, nor will any tuition fees already paid for the academic year 2025/2026 be reimbursed.

These deadlines do not apply to degree programs with limited enrollment.

Students who have transferred out may not return to the University of Siena until at least one academic year has passed, unless the request for return is justified by serious reasons.

11.2 Course Transfers Within the University of Siena

For non-EU students, this regulation applies to those enrolled from the 2nd year onwards.

Transfers from one degree program to another within the University of Siena are allowed exclusively to active courses for the academic year 2025/2026. The same procedure and deadlines apply to students who wish to transfer from courses under old regulations to those under the current regulations.

Transfers from one degree program to another are permitted only between courses of the same academic level.

Students who wish to request a transfer to a limited-enrollment (programmed) course are required to take the selection tests for admission to the chosen course, respecting the deadlines and procedures set forth in the specific admission notice.

The transfer application can be submitted by the student from **July 8, 2025, to December 31, 2025**, using a specific stamped application addressed to the Rector, completed on the form that can be downloaded from the webpages of the student services office of the competent Department, to which it must be returned duly completed and accompanied by the required documentation.

The deadlines mentioned do not apply to limited-enrollment degree courses.

The competent Teaching Committee of the master's degree course to which the student wishes to transfer evaluates whether the student meets the curricular requirements and has the necessary personal preparation. This evaluation must be carried out before any transfer request.

According to the relevant regulations, enrollment in master's degree courses is not allowed for students who are assigned a formative deficit on their entry qualification. If the Teaching Committee recognizes a formative deficit, the student will not be allowed to transfer.

Evaluation requests can be submitted throughout the academic year, without prejudice to the transfer

deadlines indicated in this Study Guide.

For information regarding the continuation of their academic career, the student must contact the competent student services office of the degree course to which they intend to transfer.

ATTENTION: For the assignment of students to one of the “Groups” listed in Table A of Article 4 of the [Regolamento contribuzione](#), **all academic years of enrollment in the current university career are counted**, including academic years prior to transfers and changes of course or degree program.

SECTION 12

INTERRUPTION, SUSPENSION, AND RESUMPTION OF ACADEMIC CAREER, AND WITHDRAWAL FROM STUDIES

12.1 Interruption of Academic Career

Who Can Submit a Request for Interruption

The interruption of studies may be requested by a student enrolled in a degree program who, having the necessary admission requirements, intends to attend one of the following:

- a bachelor's or master's degree program at an Italian university;
- a school of specialization;
- a PhD program (doctoral studies);
- a specialization course for teaching support;
- a study program at a military academy;
- a study program at a foreign university.

During the interruption period, the student retains enrollment in the academic year under a “suspended” status with respect to the student ID assigned for the interrupted degree program, while maintaining active enrollment for the same academic year under the student ID of the program that caused the interruption (even if at another university).

What the Interruption of Studies Entails and How Long It Can Last

What does a suspension of academic studies involve and how long can it last

During the period of interruption of studies, the student may not carry out any academic activity related to the interrupted program (they cannot take exams, obtain attendance certificates, request program transfers, apply for exemptions or financial aid, etc.). The student will instead pursue their studies regularly in the program they have chosen to enroll in.

Following the completion of the degree that caused the interruption, the student who resumes enrollment in the interrupted course of study may request the competent Teaching Committee to recognize, in whole or in part, the studies completed during the period of interruption.

The interruption period:

- is not taken into account for the calculation of university fees;
- suspends the statute of limitations on the student's academic record;
- may last for the entire duration of the course of study that caused the interruption;
- is not compatible with part-time student status.

How and where to submit a request for interruption and reactivation

The request for interruption of studies must be submitted *prior* to enrollment, by means of a stamped application addressed to the Rector, completed using the form that can be downloaded from the University's website in the section dedicated to Student Services Offices. The completed form must be returned to the relevant office along with the required documentation. This procedure applies until an appropriate online procedure becomes available.

The request to reactivate the academic career for the "interrupted" degree program must also be submitted by means of a stamped application addressed to the Rector, completed using the form that can be downloaded from the University's website.

During the period of interruption, the student is not required to pay tuition or fees for the interrupted academic years.

12.2 Suspension of Academic Career

Who can submit a suspension request

The suspension of the academic career can be requested by a student enrolled in a course of study in the case of:

- compulsory military service in their country of origin, if applicable (certification must be provided);
- civil service;
- maternity/paternity leave (interruption is allowed year by year, starting from pregnancy until the child is twelve years old. The request must be renewed annually);
- serious and prolonged illness (certification must be provided).

During the suspension period, the student retains enrollment for the academic year in "suspended" status regarding their course of study.

What suspension of the academic career entails

During the suspension period, the student cannot perform any academic activities for the suspended course of study (they cannot take exams, obtain attendance credits, transfer courses, request exemptions or

financial benefits, etc.).

The suspension period:

- is not considered for merit evaluation in the calculation of university fees;
- interrupts the expiration deadlines;
- cannot be combined with part-time student status.

How and where to submit the suspension and reactivation request

The suspension of the academic career must be requested in advance of the moment when the student intends to suspend their studies.

The request must be made at the beginning of each academic year in which the suspension is to be applied, by submitting a specific stamped application addressed to the Rector, filled out on the form that can be downloaded from the web pages of the Student Services Office, to which it must be returned duly completed and accompanied by the required documentation.

The suspension request cannot be made retroactively but may be submitted during the academic year at a date later than the enrollment renewal only if no academic activities have been carried out for that academic year.

The request for reactivation of the "suspended" course of study must be made at the beginning of the academic year by submitting a specific stamped application addressed to the Rector, completed on the form that can be downloaded from the web pages as described above. This procedure will remain in effect until an appropriate online procedure is activated.

During the suspension period, the student is not required to pay tuition fees and contributions for the years of suspension.

12.3 Reactivation of the Academic Career after a De Facto Interruption of Studies

The international student who decides to de facto interrupt their academic career automatically loses the right to renew their residence permit.

The de facto interruption of studies occurs after an interruption of at least two academic years due to failure to renew enrollment for the academic year and failure to pay the required fees.

During the period of de facto interruption, the student, who is not enrolled in the corresponding academic year, cannot undertake any academic activities (cannot take exams, obtain certificates, transfer courses, etc.).

The period of de facto interruption neither suspends nor interrupts the expiration terms; it can last several academic years, provided the expiration terms for studies are respected, and it may occur multiple times during the student's university career.

The request for reactivation of the academic career must be submitted simultaneously with the renewal of enrollment for the current academic year through a specific enrollment application. The reactivation request must be made using a formal stamped application addressed to the Rector, completed on the form which can be downloaded from the Student Services Office web pages. The completed form, along with the required documentation and payments, must be returned to the same office.

Contribution due in case of reactivation

At the end of the period of actual interruption of studies, the student is required to pay, for each academic year in which they were not enrolled, a single annual contribution called the reactivation fee, the amount of which is indicated in the [Regolamento contribuzione](#). For the years of interruption, the regional university study right tax is not due. If the number of interrupted academic years exceeds five, the student is required to pay the amount corresponding to the last five years of interruption.

The payment of the reactivation fee must be made exclusively using the form provided and issued by the Student Services Office to the student.

12.4. Withdrawal from Studies

Withdrawal from studies is a formal act by which the student expressly and definitively decides to close their previous university career. It is an irrevocable act that does not entitle the student to a refund of tuition fees already paid and applies exclusively to completed enrollments/registrations.

The student can submit a withdrawal from studies at any time using a specific form available on the University's web pages. The declaration of withdrawal, signed by the student, results in the loss of student status from the moment it is submitted to the Student Services Office. It is not possible to register the withdrawal if the student is not up to date with the payment of fees overdue at the time of the application submission.

A student who has withdrawn from studies at any university in Italy and intends to enroll in a course of study at the University of Siena has the right to request that the credits already earned be evaluated by the Teaching Committee of the chosen course for possible partial or full recognition.

The withdrawal from studies is carried out by completing a specific stamped application form, which can be downloaded from the Student Services Office web pages. This form must be submitted to the competent Student Services Office along with the required documentation.

The withdrawal from studies of a non-EU student is communicated to the Police Headquarters (Questura), which proceeds with the revocation of the residence permit for study purposes. Consequently, the student will be required to leave Italy within the deadlines set by the competent authorities.

Compliance with Contributions in Case of Withdrawal

A student can only withdraw if they are up to date with the payment of all amounts of the comprehensive contribution due as of the date of the withdrawal application.

The [Regolamento contribuzione](#) in force at the University state that failure to pay does not constitute an implicit withdrawal from studies. Therefore, students who do not pay the required instalments are not allowed to carry out any academic activities, but their relationship with the University is not terminated and they are not permitted to enroll in any other program.

If a student who has officially withdrawn is later denied the scholarship granted by the Regional Agency for the Right to University Education, even for previous academic years, they are required to pay the university fees for the relevant academic years.

If a student decides to withdraw from their studies before the outcome of their scholarship application under the Right to University Education is known, they are still required to pay the tuition fees for the academic year in question

IMPORTANT NOTE:

For non-EU students residing abroad: formalizing the withdrawal from studies results in the loss of the requirements needed to stay in Italian territory. A student who has withdrawn from their studies and wishes to apply for a new enrollment at the same or another university cannot use the study permit of stay issued for the previous enrollment. Instead, they must repeat the pre-enrollment procedure at the Italian diplomatic representation in the foreign country of their last residence.

Section 13

RECOGNITION OF FOREIGN ACADEMIC QUALIFICATIONS FOR THE PURPOSE OF OBTAINING ITALIAN ACADEMIC DEGREES

Purpose of the application for recognition of a foreign academic qualification

Pursuant to Articles 2 and 3 of Law no. 148 of July 11, 2002 (in the Official Gazette, Ordinary Supplement no. 151, July 25, 2002, no. 173) “Ratification and enforcement of the Convention on the Recognition of Qualifications concerning Higher Education in the European Region, signed in Lisbon on April 11, 1997, and rules for adapting the national system,” it is possible to request recognition of an academic qualification obtained abroad from a state or legally recognized university-level institution in the country where the qualification was earned, for the purpose of obtaining a Bachelor’s degree, a single-cycle Master’s degree, or a Master’s degree offered by the University of Siena.

The competent academic body deliberates on such a request and, evaluating on a case-by-case basis the studies completed and exams passed, may decide:

- full recognition of the studies completed abroad, with the subsequent issuance of a rectoral decree of equivalence (direct recognition);
- partial recognition of said studies, indicating the credits to be acquired for the purpose of obtaining the requested degree (course abbreviation).

The declaration of equivalence is automatic when specific bilateral agreements or international conventions are in place that establish mutual recognition of academic qualifications.

For degree programs with limited enrollment, any acceptance of the recognition request is subject to the availability of places within the quota for the destination year of study of the student and the issuance of specific notices. All information regarding this type of foreign academic qualification recognition request is available at the Student Services offices of the relevant departments.

In order to obtain a specific Italian academic degree following the recognition of a foreign academic qualification, the documents listed below must be submitted:

For a Bachelor’s Degree:

- Application addressed to the Magnificent Rector of the University of Siena, completed on the appropriate form and accompanied by a revenue stamp of the current value;

- Certified copy of the foreign secondary education qualification (or substitute certificate) valid for university admission in the country where it was obtained, or, if the qualification was obtained in Italy or at Italian schools abroad, a self-certification of the qualification;
- Official Italian translation of the foreign secondary education qualification (or substitute certificate);
- Declaration of local value and legalization of the foreign secondary education qualification or substitute certificate, issued by the Italian diplomatic-consular representation in the country where the qualification was obtained;
- Certified copy of the foreign academic degree (or substitute certificate) to be recognized;
- Official Italian translation of the foreign academic degree (or substitute certificate);
- Declaration of local value and legalization of the foreign academic degree by the Italian diplomatic-consular representation, or a validity certification issued by ENIC-NARIC centers or Italian diplomatic representations;
- Certified copy of the degree certificate containing the details of university exams issued by the foreign university, or the “diploma supplement,” if adopted by the foreign university that issued the degree, according to the directives of the European Commission;
- Official Italian translation of the degree certificate with the details of the university exams and legalization by the Italian diplomatic-consular representation;
- Official study programs of all the academic activities completed by the student for the achievement of the foreign academic degree (on the foreign university’s letterhead, stamped and signed by the university);
- Official Italian translation of the official study programs; if the programs are written in English, official translation is not required;
- Receipt of payment of a contribution amounting to 200.00 euros. This contribution must be paid via PagoPA according to the instructions on the page:
<https://unisi.pagoatenei.cineca.it/portalepagamenti.server.frontend/#/>
- Only for non-EU citizens legally residing in Italy: a copy of the valid residence permit and appropriate documentation issued by the competent Police Headquarters (Questura), indicating the reason for the issuance of the residence permit;
- Only for non-EU citizens residing abroad who are applying for recognition for a course taught in Italian: a certificate of Italian language proficiency at least at level B2, or proof of attendance at Italian schools, subject to the possibility of further verification by the University;
- A copy of the passport or other valid identification document.

For a Master’s degree:

- Application addressed directly to the Rector of the University of Siena, completed on the appropriate form and accompanied by a revenue stamp of the current value;

- Certified copy of the Bachelor's degree/first-level academic qualification (or substitute certificate), or, if the qualification was obtained in Italy or at Italian schools abroad, a self-certification of the qualification;
- Official translation into Italian of the Bachelor's degree/first-level academic qualification (or substitute certificate) if obtained abroad;
- Declaration of local value and legalization of the Bachelor's degree/first-level academic qualification (or substitute certificate), if obtained abroad, by the Italian diplomatic-consular representation in the country of issue;
- Certified copy of the foreign academic qualification (or substitute certificate) to be recognized;
- Official translation into Italian of the foreign academic qualification (or substitute certificate);
- Declaration of local value and legalization of the foreign academic qualification by the Italian diplomatic-consular representation, or a certificate of validity issued by ENIC-NARIC centers or by Italian diplomatic representations;
- Certified copy of the degree certificate containing the details of university exams issued by the foreign university, or the "diploma supplement," if adopted by the foreign university that issued the degree, according to the guidelines of the European Commission;
- Official Italian translation of the degree certificate with the details of university exams and legalization by the Italian diplomatic-consular representation;
- Official study programs of all the educational activities completed by the student for the attainment of the foreign academic qualification (on the letterhead of the foreign university, with the university's stamp and signature);
- Official Italian translation of the official study programs of the educational activities; if the programs are written in English, an official translation is not required;
- Payment receipt for a fee of 200 euros. This fee must be paid through PagoPA following the instructions available at the page <https://unisi.pagoatenei.cineca.it/portalepagamenti.server.frontend/#/>
- Only for non-EU citizens legally residing in Italy, a copy of a valid residence permit and appropriate documentation issued by the competent Police Headquarters (Questura), from which the reason for the issuance of the residence permit can be inferred;
- Only for non-EU citizens residing abroad who apply for recognition for a course taught in Italian, a certificate of Italian language proficiency at least at level B2 or proof of attendance at Italian schools, without prejudice to the possibility of further verification by the University;
- Copy of passport or other valid identification document.

All information is also available on the Recognition of Qualifications page.

Any withdrawal of the recognition application does not entitle the applicant to a refund of the fees paid.

When and where to submit the recognition application

The recognition application can be submitted at any time of the year by sending all the necessary documentation to the certified email address

rettore@pec.unisipec.it.

For appointments and further information, please contact the [Admission Office](#), by writing to the email address admissionoffice@unisi.it or by consulting the [Admission Office](#) webpage. An exception applies to recognition applications for academic qualifications related to courses with limited enrollment, which must be submitted within the deadlines specified in the related announcements. All relevant information is available at the student services offices of the respective degree programs.

If you decide to submit a recognition application, and before making the payment of the fee, please send your documents to admissionoffice@unisi.it for a check on the completeness and accuracy of the required materials.

Continuation of studies in case of partial recognition

In the case of partial recognition of studies completed abroad, the applicant may enroll in the corresponding degree program under the following conditions:

- Non-EU citizens residing abroad must initiate the pre-enrollment procedure through the competent Italian diplomatic representation in their territory, following the methods established by the M.U.R. Circular, which annually regulates the enrollment procedures for this category of students at Italian universities;
- EU citizens residing anywhere, as well as non-EU citizens with equivalent status, can submit their enrollment application according to the procedures and deadlines indicated in the communication of the recognition outcome.

The resolution by the academic department recognizing partial studies completed abroad grants the right to enroll in the corresponding degree program at the University of Siena for the academic year for which recognition is requested.

If the applicant does not complete the enrollment within the given deadlines, they must submit a new recognition request in another academic year, which will again be reviewed by the competent academic department.

Section 14

ENROLLMENT IN INDIVIDUAL COURSES (SINGLE COURSES)

Who can apply

It is permitted to apply for enrollment in individual courses offered within the first and second-level degree programs at this University, with the option to take the corresponding exams and receive certification. Eligible applicants include European citizens, European-equivalent citizens, and non-European citizens who do not require a visa to enter Italy, belonging to one of the following categories:

- Individuals not enrolled in any university degree program who hold a high school diploma granting access to university studies;
- Graduates who need to pass exams in subjects not included in the study plans they followed to obtain their degree, but which, according to current regulations, are required for admission to master's degree programs or, where applicable, specialization schools or public competitions;
- Graduates from first-level degree programs who, unable to enroll in a Master's Degree program due to deadline expiration, choose to attend and pass exams for such a Master's Degree program;
- Non-European citizens admitted to a first or second-level degree program at the University of Siena who have received a visa but did not complete their enrollment in time, provided that the chosen individual courses are included in the curriculum of the degree program for which the visa was issued.

Students already enrolled in a degree program at the University of Siena are not allowed to enroll in single courses. However, they may take extra credits beyond those required by their study plan without additional fees, subject to authorization from the Teaching Committee of their degree program.

Specific rules may apply to degree programs with limited enrollment: in such cases, there may be restrictions on enrolling in single courses. Information on this matter is available at the student services offices managing the relevant degree programs.

IMPORTANT: Enrollment in single courses does **not** automatically grant access to a Bachelor's degree, a single-cycle Master's degree, or a two-year Master's degree program. Enrollment in single courses is **not** aimed at obtaining a degree but only at receiving a certificate for the exams taken.

How to Enroll

The application for enrollment in single courses must be completed by filling out a form available at the student services offices. A copy of a valid identity document and a copy of the tax code card must be attached to the enrollment form.

Citizens with a foreign qualification must also attach the clearance (“Nulla Osta”) received from the [Admission Office](#) for the evaluation of access documents.

The form must indicate the chosen courses; these courses can only be selected from those activated in the academic year of enrollment. Students are not allowed to acquire a number of credits different from those assigned to the chosen course.

The Student Services Office, once the enrollment is registered, determines the amount of the fee to be paid via PagoPa. Detailed information is available on the University’s webpage [Come pagare le tasse](#). After payment has been made, the aforementioned office proceeds with the regularization of the enrollment process and the issuance of the Student ID Card.

Examinations

Students take exams before the same examination boards that evaluate students enrolled in degree courses, and under the same conditions.

Enrollment Fee

The tuition fees due for the academic year 2024/2025 for enrollment in single courses are determined as follows:

- **Fixed enrollment fee** for courses of a humanities-social science nature: €130.00
- **Fixed enrollment fee** for courses of a technical-scientific and healthcare nature under EU regulations: €150.00
- **Variable fee** related to the number of credits to be earned:
 - €15.00 per CFU (university credit) for humanities-social science courses
 - €20.00 per CFU for technical-scientific and healthcare courses under EU regulations

The enrollment fee for single courses must be paid at the time of enrollment.

After enrollment, it is possible to request to attend additional courses during the same academic year. In this case, the student must pay the additional amount corresponding to the number of added credits multiplied by the unit cost per credit as indicated above, in addition to the fees already paid.

Special Cases

A student enrolled in a degree program at the University of Siena who wishes to enroll, at another university, in single courses not included in their own study plan must first obtain prior authorization (nulla osta) from the relevant academic department.

Students from foreign universities are allowed to enroll in single courses offered by the University of Siena and take the related exams only within the framework of international mobility agreements and programs.

Section 15

WORKING STUDENT, STUDENT CAREGIVER, ATHLETE STUDENT, STUDENT ENGAGED PART-TIME IN ACADEMIC ACTIVITIES TEMPO PARZIALE NELLE ATTIVITÀ DIDATTICHE (PART-TIME)

15.1 Working Student

A working student is someone who carries out any form of employment and proves this status by submitting appropriate documentation either at the time of online enrollment or later at the competent student services office.

The working student has the option to take, in addition to the regular exam sessions, also those reserved for students who are behind schedule with their studies.

15.2 Student Caregiver

According to Article 1, paragraph 255 of Law No. 205 of December 27, 2017, a student caregiver is defined as a person who assists and takes care of their spouse, the other party in a civil union between same-sex persons, or a de facto cohabitant pursuant to Law No. 76 of May 20, 2016, a family member or relative within the second degree, or, in the cases indicated by Article 33, paragraph 3, of Law No. 104 of February 5, 1992, a family member within the third degree who, due to illness, infirmity, or disability, including chronic or degenerative conditions, is not self-sufficient and unable to care for themselves, is recognized as disabled requiring long-term comprehensive and continuous assistance pursuant to Article 3, paragraph 3 of Law No. 104 of February 5, 1992, or is entitled to an accompaniment allowance pursuant to Law No. 18 of February 11, 1980.

The student caregiver proves this status by submitting appropriate documentation either at the time of enrollment or later at the competent student services office.

The student caregiver has the right to take, in addition to the regular exam sessions, also those reserved for students who are behind schedule with their studies.

15.3 Student Athlete

The University of Siena, in accordance with the provisions of the memorandum of understanding between MIUR/CRUI/CONI/CIP/CUSI/ANDISU regarding "Support for the university careers of high-level athletes," recognizes the status of "student-athlete" for all students enrolled in academic programs who, as members of professional or amateur sports clubs, engage in any sport recognized by CONI at a competitive level and:

a) represent Italy in international competitions;

or

b) in the case of individual sports, are ranked among the top 12 in the national category ranking in the relevant year;

or

c) in the case of team sports, participate in the highest national league, or in the case of football, in Serie A, Serie B, or Lega Pro;

or

d) have been selected for one of the CUSI national teams for international competitions/events, or for one of the CUS Siena teams for national or international competitions/events.

Procedure for the Recognition of the Status of "Student Athlete"

To request the recognition of the status of "student athlete," **the student intending to enroll or register at the University of Siena must submit a written application to the Rector**, declaring possession of at least one of the above-mentioned requirements and attaching appropriate documentation for this purpose.

The competent student services office, after verifying the possession of the requirements stated in the application, proceeds with the registration of the student as a "student athlete of the University of Siena."

The continuation of the "student athlete" status must be requested for each academic year at the time of enrollment and is subject to verification of the requirements and the acquisition of at least 18 university credits (ECTS) per academic year.

Benefits for "Student Athletes"

"Student athletes" **may:**

a) **enroll in degree programs at the University of Siena on a part-time basis**, in accordance with the current University Teaching Regulations;

b) request from the Teaching Committee the recognition of ECTS credits for their sports activities, pursuant to Article 5 of the [Regolamento sullo status di studentessa/studente atleta](#);

- c) **request the assignment**, by the Chair of the Teaching Committee, **of a “tutor for athletes,”** selected from the faculty members of the relevant department of the degree program. The tutor periodically supports the athlete, verifies compliance with the provisions of this regulation, prevents dropout or delay in obtaining the degree by the “student athlete,” suggesting possible interim solutions to the Teaching Committee, and liaises with the course instructors to remove obstacles or difficulties that the “student athlete” encounters in balancing sports activities during their studies, including attendance requirements. If, for valid reasons related to their sports activities, the “student athlete” is unable to attend a pre-scheduled exam session, the tutor for athletes, after consulting the Chair of the Teaching Committee, may request the Chair of the Examination Board to set an alternative date;
- d) request the assignment of the benefits provided under Article 6 of the [Regolamento sullo status di studentessa/studente atleta](#).

15.4 Part-time Students

A part-time student is defined as a student who, at the time of enrollment or registration for the regular years of a degree program — in whose academic regulations such status is provided — requests this qualification through the online enrollment or registration procedure.

A part-time student may acquire the required ECTS credits for the academic year over two consecutive academic years, within the deadline for enrollment to the academic year following that two-year period.

A student who has obtained part-time status may, at the time of registration for the academic year following the one in which the request was made, choose to renounce this status and return to full-time student status. Such renunciation must be submitted to the competent student services office where the student will complete the registration.

Obtaining part-time status entails, for each year spent as a part-time student, an extension of one year to the duration of the degree program. During this extended year, the student is considered enrolled as a repeating student.

Who can apply for part-time status

Any student enrolled or registered in the regular years of their degree program may request part-time status if, due to work, family, or personal reasons, they believe they are unable to progress in their studies within the normal timeframe established by the program’s regulations.

The request for part-time status cannot be submitted for the academic year in which the student intends to participate in international mobility programs or part-time collaborations, nor for the year in which the student has requested a suspension of their studies or is enrolled as a repeating student.

When and how to submit the part-time request

The request for part-time student status must be submitted at the same time as the application for enrollment or registration, through the online procedure.

The request for part-time status must be submitted every academic year and can be renewed during the regular years of the student's course of study.

Section 16

UNIVERSITY FEES AND BENEFITS

16.1. Student Contribution

The amount of fees owed by the student enrolling in a first-level or second-level course at the University of Siena is calculated based on the type of course chosen, the student's economic situation, and merit. This calculation follows the criteria defined by the [Regolamento contribuzione](#), taking into account the provisions set forth in Law no. 232 dated 11/12/2016.

Determination of Amounts

The criteria for determining the amount of the comprehensive contribution due are outlined in the [Regolamento contribuzione](#).

The amount owed is paid in four installments.

The first installment includes the following additional fees:

- the regional tax for the Right to University Study (DSU),
- the virtual stamp duty according to the amount established by current legislation.

The amount of the annual comprehensive contribution owed by students whose family income and/or assets are held abroad is set equal to the values corresponding to the "9X" range in Table A of Article 4 of the [Regolamento contribuzione](#) multiplied by one of the Contribution Adjustment Coefficients – GDP (PPP) per capita of the countries of origin (Table C of Article 4 of the [Regolamento contribuzione](#)), when these coefficients have values less than one.

The coefficients are calculated by comparing the gross domestic product (GDP) per capita adjusted for purchasing power parity (PPP) of the country of origin with that of Italy, using as a basis the data published by the International Monetary Fund (IMF).

The amount of the contribution due cannot be less than €500.00 under any circumstances.

It is not possible to submit a "Parificato" ISEE (Equivalent Economic Situation Indicator) for students who cannot provide a valid ISEE for benefits related to the right to university study.

For the calculation of the university contribution owed by students with income and/or family assets held in Italy, and by autonomous students (see Section 1.2), the student must provide consent via the online procedure to acquire ISEE data from the INPS database.

Therefore, before proceeding with online enrollment, the student must have obtained their ISEE data (D.P.C.M. December 5, 2013, no. 159).

The ISEE, valid until December 31, 2025, requested for benefits related to the right to university study and linked to the student's tax code, is necessary to access any reductions in the calculation of the comprehensive contribution for the academic year of enrollment.

The amount of the comprehensive contribution for the single-cycle master's degree course in Dentistry and Dental Prosthodontics (class LM 46) is indicated in Article 4, paragraph 4, of the [Regolamento contribuzione](#).

Deadlines and Penalties for Late Payments

The amount due must be paid in four installments by the following deadlines:

1. First installment

- Enrollment for bachelor's and single-cycle master's degrees: November 3, 2025
- Enrollment in the first year of master's degree courses: December 19, 2025
- Renewal of enrollment for years following the first: November 3, 2025

2. Second installment: December 19, 2025

3. Third installment: March 2, 2026

4. Fourth installment: May 4, 2026

Payment of the first installment completes the enrollment or registration process.

For each payment made after the due date, a late fee applies: €15 if paid within seven days after the deadline, and €60 from the eighth day onward.

Students who are not up to date with the payment of fees and/or any late payment penalties are not allowed to take exams or carry out any administrative actions.

16.2. Benefits and Exemptions in Favor of Students

All students eligible for the benefits listed below are required, in addition to any amounts due, to pay the **virtual stamp** duty according to the amount established by current regulations.

Merit Benefits for Students Enrolled in the First Year of a Two-Year Master's Degree

Students who enroll in the first year of a two-year Master's degree program, who obtained a Bachelor's degree in the academic year 2024/2025 by November 30 of the current third year, and who graduated with a final grade of 110/110 or 110/110 with honors, are exempt from paying 20% of the amount due for tuition fees and contributions as per Article 4 of the [Regolamento contribuzione](#).

Students who enroll in the first year of a two-year Master's degree program, who obtained a Bachelor's degree in the academic year 2024/2025 by November 30 of the current third year, and who graduated from the University of Siena with a final grade between 106/110 and 109/110, are exempt from paying 10% of the amount due for tuition fees and contributions as per Article 4 of the [Regolamento contribuzione](#).

Exclusively for students enrolled in healthcare degree courses in classes L/SNT1, L/SNT2, L/SNT3, and L/SNT4, the deadline for obtaining the degree is set to December 15 of the current third year.

Students with Disabilities and Specific Learning Disorders (DSA)

Upon a specific request submitted at the beginning of the academic year, the following students are entitled to a full exemption from tuition fees, including the regional tax for the right to university study:

1. Students with an invalidity certificate equal to or greater than 66%, recognized at the beginning of the academic year.
2. Students with a disability certificate pursuant to Article 3, paragraphs 1 and 3 of Law 104/1992, recognized at the beginning of the academic year.
3. Children of recipients of disability pensions — according to Law No. 118/71, Article 30 — recognized at the beginning of the academic year.

Students referred to in points 1 and 2 above can also benefit from exam sessions reserved for students who are beyond the regular course duration (“fuori corso”); this possibility is also extended to students:

- With an invalidity certificate less than 66%.
- With certification of Specific Learning Disorders (DSA), pursuant to Law No. 170/2010.

The University also provides support and assistance services to students with disabilities and DSAs throughout their academic career. For any information or needs, students can contact the Student Community Inclusion Sector, located at the Rectorate Palace, Banchi di Sotto, 55 - Siena.

Phone: +39 0577 235518 Email: disabilita@unisi.it; servizidsa@unisi.it

<https://orientarsi.unisi.it/studio/servizi-di-supporto-agli-studenti/disabilita>

Students who are recipients or eligible for scholarships from the Regional Agency for the Right to University Study

Students enrolling in a course of study who apply for benefits from the Regional Agency for the Right to University Study are temporarily exempted from paying tuition fees until the final ranking list of eligible candidates is published by the Agency. Students who win scholarships or are deemed eligible in the same rankings are definitively exempted from payment in full.

Students who are declared ineligible in the ranking published by the Agency will be required to pay the tuition fees as established by the [Regolamento contribuzione](#). This payment obligation applies even if the student has, in the meantime, withdrawn from university studies.

Students receiving a semester scholarship from the Regional Agency for the Right to University Study

Students who benefit from scholarships from the Regional Agency for the Right to University Study for an additional semester beyond the normal duration of the course, and who have completed the required CFUs according to their study plan—excluding those for the final exam—by the last exam session of the academic year, are exempt from paying the re-registration fee.

If the student does not complete all the CFUs required by their study plan by the last exam session of the academic year, they are exempt from 50% of the payment of the comprehensive contribution by the last due date.

Students subject to scholarship revocation by the Regional Agency for the Right to University Study

Students who have had their scholarship revoked by the Regional Agency for the Right to University Study are required to pay the tuition fees and contributions due for the relevant academic year, in addition to the regional fee for the Right to University Study (DSU).

In the event that the revocation or non-award of the scholarship is due to the student's withdrawal from their studies, all fees and contributions that have become due up to the date of withdrawal remain payable.

Simultaneous enrollment of students receiving or eligible for scholarships or semester scholarships from the Regional Agency for the Right to University Study

A student who enrolls simultaneously in two degree programs must designate one of the two enrollments as the reference for accessing the benefits provided by current legislation regarding the right to study, for the entire period of simultaneous enrollment in both programs.

A student already enrolled in a degree program beyond the first year cannot designate the second enrollment as the reference for the purpose of accessing benefits related to the right to study.

In order to qualify for the increased scholarship amount provided by Article 6, paragraph 3, of the Ministerial Decree of the Ministry of University and Research dated December 17, 2021, no. 1320, the student must maintain the merit requirements specified in the decree for both degree programs in which they are enrolled.

Students receiving scholarships from the Italian Government

Foreign students who are recipients of scholarships from the Italian Government are fully exempt from paying university tuition fees and contributions.

Students who are refugees, subsidiary protection holders, or stateless persons

Students enrolled in a degree program at the University of Siena who hold refugee status or subsidiary protection are exempt from paying the entire university tuition fee, with the exception of the regional fee for the Right to University Education.

Other international students, even if they do not hold refugee or subsidiary protection status, who find themselves in particularly serious situations may also be exempted from paying the entire university tuition fee, excluding the regional fee for the Right to University Education, following appropriate evaluations by a special committee chaired by the Rector's delegate for students and researchers coming from crisis areas.

Stateless students are treated as Italian citizens; therefore, for the calculation of university tuition fees, their income and assets held in Italy are taken into account.

Students in detention

Students detained in prisons covered by the Memorandum of Understanding between the University of Siena and the Regional Directorate of the Penitentiary Administration of Tuscany are required to pay an annual enrollment fee of €150, in addition to the regional fee for the Right to University Education.

This amount also applies in cases of readmission for interrupted studies or re-enrollment for graduating students.

Specific categories of students

Students aged over sixty enrolled in bachelor's, master's, and single-cycle master's degree courses are entitled to a 50% reduction of the amount due for tuition fees and contributions as outlined in Article 4 of the [Regolamento contribuzione](#).

Students enrolled in two-year master's degree courses who are employees of the University of Siena with permanent contracts or fixed-term contracts of at least six months at the time of enrollment/registration, as well as employees of the Siena University Hospital with permanent contracts at the time of enrollment/registration, are entitled to a €400 exemption on the university contribution referred to in Article 4 of the [Regolamento contribuzione](#).

The same amount is also applicable to public employees enrolled in courses as part of the "PA 110 e lode" project.

Students enrolling in the first year of a Master's degree who, during the 2024/2025 academic year, were registered at the University for individual courses offered as part of that Master's degree program, are exempt from paying an amount equal to what they paid for enrollment in those individual courses, provided they have earned the corresponding credits.

Student Collaborations

Among the initiatives aimed at providing financial support to deserving students, the University annually issues calls, pursuant to Legislative Decree no. 68/2012, for paid tutoring activities and for part-time student collaborations, the latter subject to limits set by the University budget.

Solidarity Fund

As provided by art. 31 of the [Regolamento contribuzione](#), the university may establish each year—through a specific announcement—a Solidarity Fund for the partial or total exemption from university contributions for students who are temporarily or permanently facing personal or family hardship. This fund serves as extraordinary financial aid to cope with sudden changes in personal or family circumstances caused by unforeseen events.

According to art. 22 of the [Regolamento contribuzione](#), students eligible to apply for the Solidarity Fund also include those who:

- have a disability certification with invalidity less than 66%,
- have a disability certification with invalidity equal to or greater than 66%, recognized during the academic year (instead of at the beginning),
- have a handicap certificate under Law 104/92, recognized during the academic year (instead of at the beginning),
- are children of beneficiaries of an incapacity pension recognized during the academic year, instead of at the beginning.

Section 17

USEFUL CONTACTS

Users are invited to consult the web pages listed below to obtain up-to-date information on available services.

To make an appointment with the University offices, it is necessary to use the online booking service accessible through the [App Ufirst](#).

Ufficio Relazioni con il Pubblico (URP) Palazzo del Rettorato in Via Banchi di Sotto, 55, Siena – email: urp@unisi.it

Admission Office Palazzo del Rettorato in Via Banchi di Sotto, 55, Siena - email: admissionoffice@unisi.it

Ufficio orientamento Palazzo del Rettorato in Via Banchi di Sotto, 55, Siena – email: orientamento@unisi.it

Ufficio borse, incentivi allo studio e tutorato Palazzo del Rettorato in Via Banchi di Sotto, 55, Siena – email: tutorato@unisi.it

Settore inclusione comunità studentesca Palazzo del Rettorato in Via Banchi di Sotto, 55, Siena – email: disabilita@unisi.it – servizidsa@unisi.it

Ufficio gender equality, human rights e politiche integrate - Sportello avanzato Just Peace: Palazzo del Rettorato in Via Banchi di Sotto, 55, Siena – email: justpeace@unisi.it

List of the counters of the Secretariat offices (Student and Teaching Offices and Student Services Offices) and their locations

Complesso didattico San Miniato - Via Aldo Moro, 2 – Siena

Ufficio servizi agli studenti - San Miniato – mail studentisanminiato@unisi.it Public opening hours can be found at the following webpage

<https://www.unisi.it/didattica/uffici-studenti-e-didattica/sportello-ufficio-servizi-agli-studenti-san-miniato>

Complesso didattico San Francesco - Piazza San Francesco, 8 – Siena

Ufficio servizi agli studenti San Francesco - mail didattica.sem@unisi.it; Public opening hours can be found at the following webpage

<https://www.sem.unisi.it/it/servizi/uffici/ufficio-servizi-agli-studenti-san-francesco>

Complesso didattico Mattioli - Via P. A. Mattioli, 10 - Siena

Ufficio servizi agli studenti - Via Mattioli mail studenti.mattioli@unisi.it; Public opening hours can be found at the following webpage

<https://www.unisi.it/didattica/uffici-studenti-e-didattica/sportello-ufficio-servizi-agli-studenti-mattioli>

Complesso didattico San Niccolò - Via Roma 56 - Siena

Ufficio servizi agli studenti del Polo umanistico mail studenti.poloumanistico@unisi.it; Public opening hours can be found at the following webpage Public opening hours can be found at the following webpage

<https://www.unisi.it/didattica/uffici-studenti-e-didattica/sportello-ufficio-servizi-agli-studenti-polo-umanistico>

Ufficio studenti e didattica-Ingegneria dell'informazione e scienze matematiche - mail didattica.diism@unisi.it; Public opening hours can be found at the following webpage

<https://www.unisi.it/ufficio-studenti-diism>

Complesso didattico Le Scotte - Strada delle Scotte, 4 – Siena

Ufficio Servizi agli studenti – Le Scotte mail

dentistry@unisi.it

medicina@unisi.it

sanitarie.biomediche@unisi.it

Public opening hours can be found at the following webpage

<https://www.unisi.it/didattica/uffici-studenti-e-didattica/sportello-ufficio-servizi-agli-studenti-area-sanitaria>

Sede di Arezzo:

Ufficio Studenti e didattica del Campus di Arezzo e Formazione insegnanti - Viale Cittadini, 33 – Arezzo; mail didattica.campusarezzo@unisi.it; Public opening hours can be found at the following webpage

<https://www.unisi.it/didattica/uffici-studenti-e-didattica/ufficio-studenti-e-didattica-del-campus-di-arezzo-e-formazione>

Sportelli sul territorio:

Sportello ufficio studenti e didattica Polo universitario grossetano - Via Saffi, 17/C - 58100 Grosseto; mail: segreteria.grosseto@unisi.it; Public opening hours can be consulted at the following webpage <https://www.unisi.it/didattica/uffici-studenti-e-didattica/sportello-grosseto>

Collection of suggestions, reports, complaints, or appreciations

The University of Siena provides a service for collecting suggestions, reports, complaints, or appreciations, giving priority to formalized feedback from enrolled students, their families, and the general public.

Users can exercise their right to be heard, and for the University this collection is considered an important action because it:

- Allows monitoring of the quality of services provided;
- Enables preparation of remedies and corrective or preventive actions aimed at improvement;
- Values appreciations.

A **complaint** means any grievance addressed to the University justified by the failure or poor delivery of a service or performance by a University of Siena structure;

a **suggestion** means any proposal addressed to the University aimed at promoting actions to improve standards of effectiveness, efficiency, economy, and quality;

a **report** means any communication expressed to the University to highlight a malfunction, irregularity, or an unsuccessful event or activity;

an **appreciation** means any expression of satisfaction related to a service provided, a fact, and/or a positive experience.

On this webpage <https://www.unisi.it/urp> users can find an online form useful for this purpose.