



UNIVERSITÀ DEGLI STUDI DI NAPOLI  
**FEDERICO II**

## INFORMATION FOR NON-EU STUDENTS WITH RESIDENCY ABROAD WHO WISH TO ENROL IN A DEGREE PROGRAMME AT THE UNIVERSITY OF NAPLES FEDERICO II.

**2025/26**



To enter Italy, non-EU students shall apply for an entry visa for study purposes. The pre-enrolment procedure is a mandatory process to admission of degree programmes. It is for non-EU students with residency abroad who wish to enrol in a degree programme at the **University of Naples Federico II.**



<b>Preliminary checks</b> .....	3
<b>Pre - Enrolment procedure</b> .....	6
<b>Credential evaluation documents</b> .....	9
<i>(DOV, Cimea Statements, Ardi platform)</i>	
<b>Matriculation</b> .....	10
<b>Deadlines</b> .....	11
<b>Contacts</b> .....	12

# DO YOU NEED AN ENTRY VISA?

Before the matriculation, you must pre-enrol online via the **University portal**  
*(The deadline for applying to University of Naples Federico II is May 31, 2025)*

<https://universitaly-private.cineca.it/index.php/registration/firststep>

Within that date you will be allowed to ask to modify the chosen programme. As of **May 31** any change to the selected programme is strictly forbidden. In order to comply with Italian ministerial regulations you must obtain the visa by **30 November 2025**.

Please note that pre-admission to the university does not guarantee the issuance of a visa, which remains the sole responsibility of the embassies.

## ARE YOU A MASTER/2-YEAR MSC PROGRAMME (LAUREA MAGISTRALE) PERSPECTIVE STUDENT?

Before starting the pre-enrolment procedure on University platform you must obtain the **pre-acceptance letter issued by the Course Coordinator**. Visit the relevant Department / Programme website in order to get info about the evaluation process if any.

## DO YOU PRE-ENROL TO A PROGRAMME TAUGHT IN ITALIAN?

You must prove a proficiency in Italian language **corresponding to a B2 level of the Council of Europe (CEFR)**. Any proof and or certification of the Italian language requirement will be part of the documents you will upload to your University pre-enrolment application.

If you do not have any certification, the university will organize a remote test to verify your Italian language skills.

## DO I NEED THE DECLARATION OF VALUE (DOV) AND/OR CIMEA CERTIFICATES BEFORE THE PRE-ENROLMENT?

**Yes.** The Declaration of Value and the Statements of Comparability and Verification need to be issued before the pre-enrolment. **You will upload those to your University pre-enrolment application.**

The Declaration of Value is released by Italian Embassies and Consulates. The Statements of Comparability and Verification can be issued by CIMEA through MyDiploMe web service

<https://cimea.diplo-me.eu/cimea/#/auth/login>

We warmly recommend you to apply for the aforementioned documents in reasonable time well in advance.

## CAN I MATRICULATE AFTER THE PRE-ENROLMENT?

Pre-enrolment alone does not grant admission to degree programmes. In order to matriculate you also need to take and pass the verifications of the entry requirements and the admission procedures set for the degree programme of your interest.

# PRE-ENROLMENT PROCEDURE

## PART 1 REGISTRATION



**Register** on the UNIVERSITALY portal



Wait for an email from **universitaly@cineca.it** to the email you provided at registration phase: you'll be asked to finalize your registration inserting a password of your choice



**Complete** your registration inserting a password



Wait for a new email from **universitaly@cineca.it** that confirms your registration has been successful.



On UNIVERSITALY's homepage, click on the window **INTERNATIONAL STUDENTS + PRE-ENROL NOW** and start the pre-enrolment process.

# PART 2 PRE - ENROLMENT

This second part of the process is subdivided in 3 steps

## COMPLETION OF PERSONAL DATA

A

Insert your personal data, home address, and personal contacts. Please indicate your data exactly as appears on your passport.

**Pay attention that personal data contained in your passport must match with the ones in your application.** For instance, make sure to put your Name and Surname into the relevant fields of University application.

If your passport reports your Full Name only, fill in the Name field leaving the Surname one empty. The personal data once entered at the time of pre-enrollment on University can no longer be directly modified either by the student or by the university. **In order to change these data, you must open a ticket to the Cineca IT support team.**

Italian tax code field can be left empty in pre-enrolment procedure. However, it is required to matriculate to the University of Naples Federico II. Before matriculation, do not forget to obtain tax code from Agenzia della Entrate or from an Italian embassy.



## COMPLETION OF DETAILS OF

B

- The Embassy or Consulate in which you will submit the study visa request
- The academic course you've been admitted on

## UPLOAD OF THE ACADEMIC DOCUMENTS REQUIRED

C

**Upload your academic qualifications on the portal.**

**Are you joining us on an undergraduate degree?**

Please upload:

- Mark sheets/transcripts of the final year;
- High school diploma, if available;
- DoV or Cimea statement of comparability/verification, Language certificates if required

**Are you joining us on a master/2-year MSc programme (Laurea Magistrale)?**

Please upload:

- Transcript of Records (ToR) with a detailed description of the courses attended and the exams passed to obtain the final degree;
- Final degree certificate;
- Detailed description of the course programs taken;
- Additional qualifications (language certificates, motivation letter, letter of recommendation...);
- Pre-acceptance letter issued from the Coordinator of the Course (you have to submit your academic documents to the Coordinator of the Course you wish to apply for, to find out if you meet the requirements to enrol)
- DoV or Cimea statement of comparability/verification

**After clicking on SUMMARY, verify that your pre-enrolment application is complete and proceed with SUBMIT.**

The pre-enrolment application will be verified by the University of Naples and forwarded to the Embassy / Consulate you have specified. Then you can fix an appointment at the local Italian authorities in order to apply for visa.



# CREDENTIAL EVALUATION DOCUMENTS

In order to support the international students during the admission and enrolment to its degree programmes, **University of Naples Federico II** signed an Agreement with **CIMEA** – Information Centre on Academic Mobility and Equivalence (info at <https://www.cimea.it/EN/pagina-chi-siamo>) for the issuing of the **Statement of Comparability** and **Statement of Verification of foreign qualifications**.

The **Statement of Comparability** contains general information related to the foreign university qualification such as recognition/accreditation status of the institution from which it has been issued in the country of origin and the level of the qualification according to the Bologna Process and to the European Qualifications Framework.

The **Statement of Verification** certifies the bona fide granting of academic or secondary school diplomas by a foreign institution.

Both the Statement of Comparability and the Statement of Verification are managed within the Diplome platform, completely in English.

**Federico II University** accepts also the Statement of Comparability together with the Statement of Verification by CIMEA for enrolment purposes. Therefore, in place of the Declaration of Value, you can provide both a Statement of Comparability and a Statement of Verification for your enrolment.

Students wishing to apply for the Statement of Comparability and Verification can create their own account directly through the dedicated Diplome portal

Applicants from countries that are signatories of the **Lisbon Recognition Convention** (<https://www.enic-naric.net/>) can download from a web-based free tool called **ARDI**, Automatic Recognition Database – Italy, the Statement of Correspondence. Pay attention that in such case this correspondence assessment can replace the Statement of Comparability only. The ARDI database is available at the following link: <https://ardi.cimea.it/en>.

# MATRICULATION

After having successfully passed the verification of the entry requirements and/or admission test (*where required*) you will **matriculate** at the student office of your Department in Naples.



UNIVERSITÀ DEGLI STUDI DI NAPOLI  
**FEDERICO II**



As of January 31, 2026, candidates for Bachelor's and Master's degree programs, who are not yet enrolled according to the the **MINISTERIAL regulations, will have their entry visa revoked.**

At the same time, the relevant diplomatic or consular representation will notice the to the competent Police Authorities.

# DEADLINES

**MAY 31  
2025**

deadline for completing the pre-enrollment at the University of Naples Federico II

**NOV 30  
2025**

deadline for submitting the visa application at the Embassy.

**JAN 31  
2026**

starting from this date, embassies will revoke visas for students who are not enrolled.

# CONTACTS

## Find out more on

[www.international.unina.it](http://www.international.unina.it)

<https://www.studiare-in-italia.it/studentistranieri/>

<http://www.uni-italia.it/it/>

<https://vistoperitalia.esteri.it/home.aspx>

## Contacts

✉ [pre-enrolment@unina.it](mailto:pre-enrolment@unina.it)

Do not forget to write the name of the programme you are applying to in the subject of the email.



UniversItaly