



UNIVERSITÀ
DEGLI STUDI
DI PADOVA

DEPARTMENT
OF POLITICAL SCIENCE, LAW
AND INTERNATIONAL STUDIES

HUMAN
RIGHTS
CENTRE

MA in Human Rights and Multi-level Governance

Information for the enrolment procedures

For non-EU citizens residing abroad:

Dear applicant, with reference to your admission to the Master's Degree Programme in Human Rights and Multi-level Governance I am providing you with the following information:

Please, refer to the Italian Embassy in your country to validate your qualification and fill in and deliver Form A (http://www.studiare-in-italia.it/studentistranieri/moduli/Form_A.pdf). The deadline for this procedure is 7 July 2016. More information is available here: <http://www.unipd.it/en/non-eu-applicants-resident-outside-italy>

When you get your visa and come to Padova, please go to the Enrolment Office (Via Venezia 13 - Padova). Click here to see the map <http://www.unipd.it/ufficio-immatricolazioni>. There are no admission tests, but we must check your documents and give you the enrolment form to fill. You are not required to carry out an Italian language test.

For more information about the amount of tuition fees: <http://www.unipd.it/en/tuition-fees-scholarships-tax-relief-schemes>

For EU and equated citizens:

Dear applicant, with reference to your admission to the Master's Degree Programme in Human Rights and Multi-level Governance I am providing you with the following information:

Before enrolling, you must carefully read the "Regulations regarding the attendance of workshops by pregnant female students" at:

<http://www.unipd.it/universita/statuto-regolamenti/regolamenti/regolamenti-studenti>

Phase One: the registration request form **must be completed online** from **18 July 2016 to 26 October 2016** 12.00 a.m. (final deadline) at the following page: www.uniweb.unipd.it following the instructions:

Area riservata → login: inserire username e password

(Reserved Area → login: enter your username and password)

Didattica → Immatricolazione corsi ad accesso libero → Tipologia corso “Corso di laurea magistrale”;

(Didactic → Registration → ‘Open Access Course Registration’ → Course Type “Master’s Degree”)

- select the chosen course;
- book a day and time to personally hand in the required documents to the Enrollment Office for Foreign Students and complete the registration process;
- complete the proposed questionnaires;
- confirm and print out the registration application form and the MAV form (Pagamento Mediante Avviso) for the payment of euro 568,50 corresponding to the first instalment of tuition fees (the amount of instalments may be found at: <http://www.unipd.it/en/tuition-fees-scholarships-tax-relief-schemes>). Payment can be made at any bank branch in Italy.

Phase Two: You must go to Registration Office (Via Venezia 13, Padova) on the day and at the time you booked for your appointment during phase 1, and bring the application form, a copy of an **identity document** (the data entered during the registration application must match with those shown inside the ID card, passport, etc.), **two** passport-size photographs (exactly identical between each other), **the original** receipt of payment of the first instalment, and the payment of the pre-enrolment fee (euro 27). Non-EU citizens must carry with themselves the regular permit of stay (permesso di soggiorno).

For all applicants:

The following documents concerning the foreign qualification are required for the enrolment (original copy):

- **Academic qualification**, translated into Italian and legalised, and “**statement of validity**” (**Dichiarazione di valore**).
- A certification, released by the competent academic authority, stating **which exams were passed**. The certification must be legalised and - if necessary - translated; English language is accepted.

The starting date of the Master’s programme is on 26 September 2016.

Further information:

Further information on privacy policy and current legislation in general is available at <http://www.unipd.it/en/how-apply>. Details of university fees, financial aids and scholarships are available, for at <http://www.unipd.it/en/tuition-fees-scholarships-tax-relief-schemes>.

With regard to your accommodation in Padova, you could find some arrangements offered by Padova University looking at:

<http://www.unipd.it/en/research/international-scholars/housing-and-canteen-facilities-scholars> (in English).

Each year, in early summer, you can apply for subsidized housing allocation at:

<http://www.esupd.gov.it/en>.