

CALL FOR APPLICATIONS
Academic Year 2025/2026
SINGLE-CYCLE MASTER'S DEGREE PROGRAM IN PHARMACY
(Courtesy English translation)

Program overview

Type of degree: Single-Cycle Master's Degree (300 ECTS credits)

Classification: LM-13 (as per Ministerial Decree 270/2004)

Duration: Five years

Language of instruction: English

School: Mathematics, Physics, and Natural Sciences

Department: Biology

Classes begin on 13 October 2025.

Participation in lectures and laboratory sessions is mandatory.

The program is delivered entirely in English.

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Art. 1 — Program capacity and selection rounds

Tor Vergata University of Rome invites applications for its Single-cycle Master's Degree Program in Pharmacy (accredited under Ministerial Decree 270/2004, Class LM-13) for the academic year 2025/2026.

Total program capacity: **eighty** (80) places distributed as follows:

- **Sixty** (60) places for Italian, EU, and non-EU citizens legally residing in Italy (pursuant to Article 26, Law 189/2002).
- **Twenty** (20) places for non-EU citizens residing outside Italy who require a study visa.

The program capacity is determined in accordance with Article 2 of Law 264/1999.

Selection process

The selection process will be run in two rounds, with places allocated as follows:

- **FIRST ROUND: forty** (40) places, including **ten** (10) reserved for non-EU citizens residing abroad.
- **SECOND ROUND: forty** (40) places, including **ten** (10) reserved for non-EU citizens residing abroad, plus any unfilled places from the first round in each category.

Important notes:

- Refer to Articles 3 and 4 for application deadlines, selection procedures, and test details.
- Applicants must strictly adhere to the deadlines and procedures outlined in this Call for Applications, both during the selection process and enrollment phase.
- Only candidates who successfully pass the selection process described in Article 4 are eligible to proceed with pre-enrollment or enrollment (Articles 8 and 9).

Art. 2 - Admission requirements

Eligibility

Applications are open to:

- Italian, EU, and non-EU citizens legally residing in Italy (as specified in Article 26, Law 189/2002).
- Non-EU citizens residing outside Italy who require a study visa.

Educational requirements

Applicants must hold one of the following qualifications:

- An Italian secondary school diploma.
- A foreign qualification deemed equivalent and recognized as valid for admission to Italian universities (refer to Article 12).

Final-year secondary school students may also apply if they:

- are completing their final year at an **Italian** secondary school, or
- are completing their final year at a **non-Italian secondary school** that awards a diploma recognized for admission to Italian universities.

These students must obtain their final qualification before the enrollment deadlines specified for their selection round.

Language requirement

Applicants must demonstrate English language proficiency, which will be assessed during the oral interview (see Article 4).

Art. 3 – How to apply for the admission test

Eligible candidates must submit an **online application** via the University’s Delphi portal (<http://delphi.uniroma2.it>) within one of the designated application periods:

- **First round:** January 20, 2025 – March 5, 2025
- **Second round:** April 2, 2025 – July 2, 2025

Multiple applications: Applicants may apply to multiple rounds but must submit a separate application for each selection round.

Application steps

1. **Access the Delphi portal:** Go to <http://delphi.uniroma2.it/>

2. **Navigate to the Student application section:**

- Click on “Student Area”.
- Select “Button 1” (labeled “Registration to the Admission Test”).
- Select “Button A” (labeled “Start application procedures”).
- Check the box “I declare that I have read the privacy policy”.
- Select “School of Mathematics, Physics, and Natural Sciences”.

3. **Choose your applicant category:**

- NON-EU CITIZENS LEGALLY RESIDENT IN ITALY (with stay permit or visa)
- Non-EU candidates residing abroad applying for a study visa
- EU CITIZENS
- EU CITIZENS RESIDENT ABROAD

4. **Complete the online pre-selection application:** Fill in all required fields.

Important: Enter your first and last name exactly as they appear on your passport or other valid ID.

- **Required document uploads:**

- All applicants: A scanned copy of a valid identification document (passport or national ID card).
- Non-EU citizens legally residing in Italy: A scanned copy of your valid residence permit. If your residence permit has expired, upload a copy of the expired permit along with proof of renewal application. Also, indicate whether you are currently enrolled at Tor Vergata University or another Italian university, specifying whether you are enrolled in a degree program or in single-subject courses.

5. **Application fee payment:** Upon completion, the system will generate an application form and a payment slip for a **non-refundable** €30.00 application fee. (**Note:** The system will automatically generate an Italian Fiscal Code (Codice Fiscale) for international students not residing in Italy.)

6. **Print application and payment slip:** Print both the completed application form (for your records) and the €30.00 payment slip.

7. **Submit payment:** Pay the application fee using the PagoPA system, which accepts payments through various online and in-person channels. For detailed instructions on using PagoPA, visit: <http://studenti.uniroma2.it/pagamento/>.

- **Important note:** You may edit your application and uploaded documents after initial submission by re-accessing the Delphi portal. From the “Student Area”, select “Registration to the Admission Tests,” then “I have already filled out an application,” and finally, “Edit application” by inserting your Fiscal code and the CTRL code.

8. **Confirm your application:** Re-enter the Delphi portal (“Student Area”, select “Registration to the Admission Tests,” then “I have already filled out an application”). Enter the required information to complete your confirmation. A unique protocol number will be assigned to your application upon successful confirmation.

Important notes for applicants with Italian residence permits for study purposes

Applicants residing in Italy with a residence permit for study purposes (issued for enrollment in single-subject courses) may apply under the same category as EU citizens. However, if admitted, enrollment is only allowed if **both** of the following conditions are met:

- The single-subject course(s) must be relevant to the Pharmacy program.
- The single-subject course(s) must be successfully completed (passed) by the enrollment deadline for the relevant selection round.

Failure to meet either of these requirements will result in ineligible for enrollment. For further details, refer to Article 12 of the Call and to the Student Guide for the academic year 2025/2026.

Key Reminders

- **Application fee and confirmation:** Both payment of the application fee and online confirmation of your application are required by the stated deadlines. Failure to complete both steps will result in your application being excluded from the selection process.
- **No application changes after confirmation:** Once your application is **confirmed**, no further modifications can be made.
- **Non-refundable fee:** The €30.00 application fee is non-refundable, regardless of the outcome of the application.

Application fee exemptions:

The following applicants are exempt from the application fee:

- Applicants with a certified disability of 66% or more, or those with recognized handicapped status under Article 3, paragraph 1 of Italian Law No. 104 of February 5, 1992.

Note: Disability status must be indicated on the application form.

Exempt applicants must still confirm their application online using the CTRL and AUTH codes automatically generated by the system and printed on the application form.

The University reserves the right to verify the accuracy of all submitted information. Providing false or misleading information may result in exclusion from the program.

Art. 4 - Admission Test: Format, Content, Schedule, and Assessment

Test format and content

The admission test for the Single-Cycle Master's Degree Program in Pharmacy evaluates both the applicant's academic preparation and English language proficiency. It consists of two parts:

- **a) Written Test:** A 60-question multiple-choice test covering core secondary school subjects:
 - Mathematics
 - Physics
 - Chemistry
 - Biology
 - General Knowledge

The written test is **administered in English** and has a time limit of **90 minutes**.

- **b) Oral Interview:** Conducted in English to assess:
 - ✓ English language proficiency
 - ✓ Understanding of the subjects listed above
 - ✓ General knowledge.

Test schedule

- **First Round:**
 - **Application Deadline:** Wednesday, March 5, 2025
 - **Written Test:** Wednesday, March 19, 2025
 - **Check-in:** 8:30 AM
 - **Test Start:** 9:30 AM
 - **Oral Interview:** Wednesday, March 19, 2025, 2:30 PM (and continuing the next day if necessary)

- **Second Round:**
 - **Application Deadline:** Wednesday, July 2, 2025
 - **Written Test:** Wednesday, July 9, 2025
 - **Check-in:** 8:30 AM
 - **Test Begins:** 9:30 AM
 - **Oral Interview:** Wednesday, July 9, 2025, 2:30 PM (and continuing the next day if necessary)

Location

All written tests will be held at the Department of Biology within the School of Mathematics, Physics, and Natural Sciences, located at Via della Ricerca Scientifica 1 – 00133 Rome, in rooms 1, 2, and 4 of PP1Building.

Important arrival information

Candidates are required to report to the test venue by 8:30 AM for registration and ID verification. A list of room assignments, organized alphabetically by last name, will be posted on the [Pharmacy program website](#) after the application deadline.

Oral interview schedule

- ✓ The oral interview will start at 2:30 PM on the same day as the written test, after grading is complete.
- ✓ If necessary, interviews may continue the next day.
- ✓ Only candidates who achieve the minimum passing score on the written test will be invited to the oral interview.

Assessment criteria

Both the written and oral test scores contribute to the final ranking, as detailed in Article 6.

Scoring breakdown:

- **Written Test (Maximum 60 points):**

- Correct answer: +1 point
- Incorrect or unanswered questions: 0 points
- **Minimum passing score to proceed to the oral interview: 24/60**

- **Oral Interview (Maximum 20 points):**
 - **Minimum passing score: 10/20**

Total Possible Points: 80

Required Materials and Regulations on Test Day

Candidates must bring the following items to the test venue:

- A valid identification document (ID card or passport) matching the one uploaded during the online application process.
The receipt of payment for the €30.00 application fee.

Additional requirements for specific candidates:

- **Non-EU candidates legally residing in Italy:** A photocopy of their valid residence permit. If the permit has expired, a photocopy of the expired permit and proof of renewal application must also be provided.
- **Non-EU candidates residing abroad and requiring a study visa:** A photocopy of their pre-enrollment application submitted via the **Universitaly** portal (<https://www.universitaly.it/>) by the following deadlines:
 - **March 5, 2025:** first-round applicants.
 - **July 2, 2025:** second-round applicants.

Prohibited items

The following items **are not allowed** in the examination room:

- * Bags, folders, mobile phones, smartphones, notes, manuscripts, books, or any other publications.
- * Any other materials unless explicitly authorized by the Examining Board.

Permitted items

Non-programmable scientific calculators without electrical or wireless functionality are allowed.

Academic integrity

Candidates must not communicate with anyone other than invigilators or Examining Board members during the test. Violations of this rule will result in immediate disqualification from the selection process.

Art. 5 - Examining Board and Head of Admissions

The Examining Board for the selection process will be appointed by the Rector through a formal decree, following recommendations from the Director of the Department of Biology.

Dr. Antonella Mariucci, Head of the Student Affairs Office for the School of Mathematics, Physics, and Natural Sciences, will serve as the Head of Admissions for this program, in compliance with Article 4 of Italian Law 241/90.

Prof. Laura Di Renzo, Coordinator of the Single-Cycle Master's Degree Program in Pharmacy, will act as the local coordinator for the admissions process.

Art. 6 – Admission ranking lists

Publication of ranking lists

For each selection round, a General Merit Ranking List will be published on the following websites:

- Tor Vergata University of Rome website: <http://web.uniroma2.it> (navigate to: Educational Offer → select the relevant single-cycle Master's degree program)
- School of Mathematics, Physics, and Natural Sciences website: <http://www.scienze.uniroma2.it>
- Pharmacy Program website: <https://farmacia.uniroma2.it/>

The publication dates are listed below. Official results will **only** be communicated through these Ranking Lists. No additional notifications will be issued regarding the initial General Merit Ranking Lists or subsequent Supplementary Ranking Lists.

Separate Ranking Lists: Separate lists will be created for non-EU citizens residing abroad who require a study visa.

Ranking list criteria

The Examining Board will compile and approve the Merit Ranking Lists, which will include candidates who meet **all** the following conditions:

1. Successfully submitted a complete application by the specified deadline (refer to Article 3).
2. Achieved a minimum score of 24/60 on the written test.
3. Achieved a minimum score of 10/20 on the oral interview.

Ranking process: Candidates will be ranked based on their combined scores from the written test and the oral interview. A minimum **total score** of 34/80 is required for eligibility.

Tie-breaker policy: In the event of a tie in the total score, the candidate with the higher written test score will be ranked higher. If the tie persists, the younger candidate will be ranked higher.

Selection rounds and key dates

- **FIRST ROUND:** (40 places available, including 10 reserved for non-EU citizens residing abroad)
 - **Publication of General Merit Ranking List:** Starting from Thursday, March 27, 2025
 - **Pre-enrollment deadline (refer to Article 8):** Wednesday, July 2, 2025
 - **Enrollment deadline (refer to Article 9):** Friday, August 29, 2025

Important note:

- Successful candidates in the First Round must complete **both** the pre-enrollment **and** enrollment procedures by the deadlines above, as outlined in Articles 8 and 9.
- Failure to do so will result in forfeiture of the offered place, which will then be reallocated in the Second Round.
- **No sliding ranking lists will be created for the First Round.**
- **SECOND ROUND:** (40 places available, including 10 reserved for non-EU citizens residing abroad, plus any unfilled places from the First Round)
 - **Publication of General Merit Ranking List:** Starting from Thursday, July 17, 2025
 - **Enrollment deadlines:**
 - Submission of enrollment application on Delphi: Friday, August 22, 2025
 - Payment of first installment: Friday, August 29, 2025

Important note:

- Successful candidates in the Second Round must complete their enrollment by the deadlines indicated above, following the instructions in Article 9.
- Failure to meet these deadlines will result in forfeiture of the offered place, which will then be made available through subsequent sliding ranking lists (refer to Article 7).

Art. 7 - Potential supplementary ranking lists (Second round only)

Following the **second round** of selection, if any admitted candidates forfeit their offered places, supplementary ranking lists (also referred to as “sliding” or “wait” lists) will be published to fill the vacancies.

Publication and enrollment schedule:

- **First supplementary ranking list:**
 - **Publication date:** Starting from Thursday, September 4, 2025
 - **Enrollment deadlines:**
 - Submission of enrollment application on Delphi: Wednesday, September 10, 2025
 - Payment of first installment: Monday, September 15, 2025
- **Second supplementary ranking list:**
 - **Publication date:** Starting from Thursday, September 18, 2025
 - **Enrollment deadlines:**

- Submission of Enrollment application on Delphi: Wednesday, September 24, 2025
- Payment of first installment: Monday, September 29, 2025

Procedure for filling remaining vacancies:

If vacancies remain after the enrollment deadline for the second supplementary ranking list, a further **Notice** will be published on the following websites:

- [University of Rome Tor Vergata website](#)
- [School of Mathematics, Physics, and Natural Sciences website](#)
- [Pharmacy Program website](#)

This **Notice** will provide detailed instructions on the procedure for filling any remaining places, along with the relevant enrollment deadlines.

Art. 8 - Pre-enrollment procedure (First round applicants only)

Important note: This article applies **only** to candidates who are successful in the **First round** of the selection process.

Mandatory Pre-enrollment and enrollment:

To secure a place in the Single-Cycle Master’s Degree Program in Pharmacy for the academic year 2025/2026, successful candidates from the First Round **must** complete **both** of the following procedures:

- **a) Pre-enrollment:** By **Wednesday, July 2, 2025**
- **b) Enrollment:** By **Friday, August 29, 2025** (See Article 9 for detailed enrollment instructions).

a) Pre-enrollment procedure (Deadline: Wednesday, July 2, 2025):

1. **Access the Delphi Portal:** Go to <http://delphi.uniroma2.it>.
2. **Navigate to Pre-enrollment:** Select “Student Area,” then “Button 2” (“Pre-enrollment”), then “Button A” (“Start application procedures”).
3. **Enter Required Information:** Follow the on-screen instructions and provide all requested information.

Important: Carefully record and save the **CTRL identification code** and your **Tax Code (Codice Fiscale)**. These codes are essential for accessing your application in subsequent steps.

4. **Submit Pre-enrollment fee:** Pay the pre-enrollment fee of €156.00.
5. **Payment method:** Payment must be made through the PagoPA system, a secure online payment platform developed by the Agency for Digital Italy (AgID). PagoPA accepts various

payment methods, both online and in-person. For detailed instructions on using PagoPA, please visit: <https://studenti.uniroma2.it/pagamento/>.

6. **Confirm payment:** After submitting your payment, you must confirm it on the Delphi platform. Go to delphi.uniroma2.it > “Student Area” > “Button 2” (“Pre-enrollment”) > “Button B” (“You have already filled out the application”).

Consequences of missing the pre-enrollment deadline:

Candidates who fail to complete the pre-enrollment procedure, including payment confirmation, by the **Wednesday, July 2, 2025** deadline, will be considered to have forfeited their place in the program. These vacant places will be made available in the Second selection round.

Important information regarding the pre-enrollment fee:

The €156.00 pre-enrollment fee will be credited toward the first installment of your tuition fees upon successful enrollment (see Article 9). This fee consists of:

- €16.00 revenue stamp (non-refundable under any circumstances)
- €140.00 regional tax for the right to education

Refund policy:

- **LazioDiSCo competition:** Reimbursement of the regional tax for the right to education is managed directly by the LazioDiSCo regional agency and is reserved for students who are winners of – or eligible in – the DiSCo competition.
- **No refunds:** No refunds of the pre-enrollment fee will be issued to students who:
 - Complete the pre-enrollment process but subsequently decide not to enroll.
 - Are found to be ineligible for enrollment due to not meeting the requirements specified in this Call for Applications or in current regulations regarding the recognition of foreign qualifications.

Reminder: Successful candidates who fail to complete the pre-enrollment and enrollment procedures by the specified deadlines and according to the instructions provided will forfeit their place in the program.

b) Enrollment procedure (Deadline: Friday, August 29, 2025):

Please refer to Article 9 for detailed instructions on the enrollment procedure.

Art. 9 – Enrollment procedure

Enrollment Requirements and Deadlines:

Successful candidates must complete enrollment within the specified deadlines. Detailed enrollment instructions can be found at: <https://studenti.uniroma2.it/immatricolazione/>.

Specific Instructions for Each Round:

- **FIRST ROUND:**

Candidates who have completed their pre-enrollment by **Wednesday, July 2, 2025**, must finalize their enrollment **between Wednesday, July 17, 2025, and Friday, August 29, 2025**, to receive their student ID number (matricola).

Steps to Finalize Enrollment (First Round):

1. **Access the Delphi Portal:** Go to <https://delphi.uniroma2.it> > “Student Area” > “Button 2” (“Pre-enrollment”) > “Button B” (“You have already filled out the application”).
2. **Enter Credentials:** Enter the Tax Code (CF) and CTRL code from your pre-enrollment application.
3. **Select “Modify Pre-enrollment Application”:** Click on the option to modify your pre-enrollment application.
4. **Provide Missing Information:** Enter your high school diploma grade (if not previously provided) and your date of entry into the university system.
5. **Confirm Pre-enrollment:** Click the “Confirm Pre-enrollment” button.

Important Note for Students with Foreign Qualifications: Applicants holding degrees from outside Italy must upload all required enrollment documents. The International Students Office will review these documents before the enrollment can be finalized and the student ID number issued.

- **SECOND ROUND:**

- **Enrollment Application Deadline:** Friday, August 22, 2025. Complete the enrollment application on the Delphi online services portal (<https://delphi.uniroma2.it>).
- **First Installment Payment Deadline:** Friday, August 29, 2025. Pay and validate the first installment payment slip of €156.00 (including the €140.00 regional tax and €16.00 revenue stamp) to confirm your enrollment.
- **First Supplementary Ranking List (if applicable):**
 - **Enrollment Application Deadline:** Wednesday, September 10, 2025. Submit the enrollment application on the Delphi online services portal (<https://delphi.uniroma2.it>).
 - **First Installment Payment Deadline:** Monday, September 15, 2025. Pay and validate the first installment payment slip of €156.00 (including the €140.00 regional tax and €16.00 revenue stamp) to confirm your enrollment.
- **Second Supplementary Ranking List (if applicable):**
 - **Enrollment Application Deadline:** Wednesday, September 24, 2025. Submit the enrollment application on the Delphi online services portal (<https://delphi.uniroma2.it>).

- **First Installment Payment Deadline:** Monday, September 29, 2025. Pay and validate the first installment payment slip of €156.00 (including the €140.00 regional tax and €16.00 revenue stamp) to confirm your enrollment.

Consequences of Missing Enrollment Deadlines:

Admitted candidates who fail to complete the enrollment process, including the payment of the first installment, by the specified deadlines will be considered to have forfeited their place in the program.

Updates and Changes:

Any updates or changes to the procedures outlined in this article will be communicated concurrently with the publication of the ranking lists on the following websites:

- Tor Vergata University of Rome
- School of Mathematics, Physics, and Natural Sciences
- Pharmacy Program website

Candidates with qualifications obtained outside of Italy and international applicants requiring a study visa should refer to Article 12 of this Call for Applications for further important information.

Art. 10 – Tuition fees

Details about tuition fees and payment deadlines will be provided in the 2025/2026 Student Guide, accessible at <http://web.uniroma2.it/> and <http://studenti.uniroma2.it/>

The Student Guide will also include information for full or partial exemptions from the payment of tuition fees.

Art. 11 – Course transfers, change of programs and advanced standing (course shortening)

Important Note: The admission procedures outlined in this Call for Applications also apply to the following categories of students:

- a) **Transfer Students:** Students currently enrolled at other universities who wish to transfer to the Single-Cycle Master's Degree Program in Pharmacy at Tor Vergata University of Rome of Rome.
- b) **Change of Program Students:** Students currently enrolled at Tor Vergata University of Rome of Rome in a different program who wish to change their program of study to the Single-Cycle Master's Degree Program in Pharmacy.
- c) **Advanced Standing (Course Shortening) Applicants:** Students who have previously earned a university degree or have completed (but not necessarily concluded) coursework at another Italian or foreign university, and wish to apply for advanced standing (credit recognition) to shorten the duration of the Pharmacy program.

Procedure for Transfer and Change of Program Students:

1. **Application and Ranking:** Transfer and change of program applicants must follow the same application procedures and participate in the same selection process as detailed in this Call.
2. **Admission:** Applicants must be deemed eligible for admission and be ranked as “successful” on the relevant ranking list.
3. **Formal Request:** Upon receiving official notification of admission, and within the specified enrollment deadlines, students must formally submit a transfer or change of program request, as applicable. Instructions for submitting these requests are detailed in Annex 1 of this Call.

Procedure for Advanced Standing (Course Shortening) Applicants:

1. **Enrollment:** After being admitted to the program following the standard admission process, students seeking advanced standing must complete the normal enrollment procedure.
2. **Submit Application for Credit Recognition:** After enrolling, students must submit a formal written request to the Student Affairs Office for the recognition of prior learning. This request must include:
 - o Official documentation of all previously completed coursework.
 - o Detailed syllabi for all courses for which credit recognition is sought. The syllabi must be officially validated by the issuing institution.

Important Note for Students with Foreign Qualifications:

Students who are admitted following a transfer from another university or through a change of program, and who also possess qualifications or have completed academic studies at universities outside of Italy, **must** apply for the recognition of these foreign qualifications **concurrently** with completing their enrollment.

To apply for recognition of foreign qualifications, follow the instructions provided on the Pharmacy Program website at the following link: <https://farmacia.uniroma2.it/apply-transfer/transfers-course-abbreviations/>

Requests for credit recognition or amendments to previous recognition requests submitted at any other time will not be considered.

Art. 12 - International Applicants: Foreign Qualifications and Visa Requirements

This article pertains to:

- Applicants holding educational qualifications obtained outside of Italy.
- International applicants (non-EU citizens residing abroad) requiring a study visa.

Foreign Educational Qualifications:

- **Eligibility:** To be considered for admission, applicants with foreign qualifications must hold a secondary school diploma obtained after at least 12 years of schooling, or a suitable equivalent as determined by Italian law.

- **Verification:** For detailed information regarding the validity of your foreign qualifications, please refer to the Ministry of Education’s guidelines for the academic year 2025/26, available at <http://www.studiare-in-italia.it/studentistranieri/>.
- **Specific Guidance:** We strongly recommend reviewing **Attachments 1 and 2** of the ministerial guidelines if your qualification falls under any of the following categories:
 - U.S. high school diploma
 - U.K. qualifications
 - Qualifications awarded by Pontifical Universities based in Italy and approved by the Holy See
 - Italian qualifications obtained at “border schools” or Italian sections within foreign schools
 - International Baccalaureate (IB) Diploma
 - Qualifications from the Republic of San Marino
 - Qualifications awarded by foreign schools operating in Italy or by European Schools.

Important Note for Students with Foreign Qualifications:

All students holding foreign qualifications, including international students applying for a visa, must, if successful in the selection process, complete their enrollment within the deadlines specified in this Call for Applications. When enrolling, you will be required to submit specific documentation related to your foreign qualifications, as detailed at the following links:

- http://web.uniroma2.it/module/name/Content/newlang/italiano/navpath/STD/section_parent/6303
- https://web.uniroma2.it/en/percorso/admissions/sezione/how_to_apply

Disclaimer: Under Article 2 of Italian Law 148/2002 and subsequent amendments, Italian universities have the authority to determine the specific documentation required for enrollment. The University of Rome Tor Vergata reserves the right to request additional documentation if deemed necessary.

Action Required: Students with foreign qualifications are strongly advised to prepare required documentation well in advance of deadlines.

CIMEA Verification: Applicants are encouraged to verify the closing periods of the Information Centre on Academic Mobility and Equivalence (CIMEA) on their website: <https://www.cimea.it/>.

Consequences of Irregular Documentation: Please be aware that if any irregularities are found in the documentation related to your foreign qualification, your enrollment will be automatically canceled.

Visa Application Procedure (For Non-EU Citizens Residing Abroad):

In addition to meeting the academic requirements, non-EU citizens residing outside Italy must obtain a study visa to enroll in the program. To initiate the visa application process, you must:

1. **Submit a Pre-Enrollment Application:** Complete the “pre-enrollment application” through the University portal (<https://www.universitaly.it/>) by the following deadlines:
 - **First Round Applicants:** March 5, 2025
 - **Second Round Applicants:** July 2, 2025
2. **University Validation:** After submitting your pre-enrollment application, please allow time for the University to validate it.
3. **Contact Italian Diplomatic Mission:** Once your application is validated by the University, you must contact the relevant Italian Embassy or Consulate in your country of residence to finalize the visa application procedures.

Important Note for Students Enrolled in Single-subject Courses: Non-EU citizens residing abroad who require a visa and are currently enrolled in single-subject courses (corsi singoli) at the University of Rome Tor Vergata or other Italian universities for the academic year 2024/2025 must successfully pass at least one exam related to these courses by the enrollment deadline. These single-subject courses must be relevant to the Pharmacy program. **Please note that the single-subject course “English Language” is not considered valid for this purpose.**

Finalizing Enrollment (For International Students with Foreign Qualifications):

International students holding foreign qualifications who have completed the steps outlined in Articles 9 and 10 must finalize their enrollment **in person** by **November 5, 2025**, at the following location:

- **International Students Office**
 - Via Cracovia, 50 – 00133 Rome – Building D, Ground Floor, Room 1
 - Email: international.students@uniroma2.it

During this process, your enrollment will be confirmed, and you will be assigned a student ID number (matricola).

Non-EU Students with Valid Italian Residence Permits: Non-EU students holding a valid Italian residence permit and an academic qualification obtained within the Italian educational system must complete their enrollment at the Student Affairs Office for the School of Mathematics, Physics, and Natural Sciences within the deadlines specified in this Call. The office will verify your residence permit and subsequently assign your student ID number.

Art. 13 – Support for students with Disabilities or Specific Learning Disorders (SLD)

DECLARATION OF DISABILITY OR SLD

Students with a certified disability (equal to or greater than 66%) or with recognition of a handicap under **Article 3 of Law 104/1992**, as well as students diagnosed with Specific Learning Disorders (SLD) under **Law 170/2010**, must declare their status during registration on the Delphi platform (refer to Article 2 of this notice).

SUBMISSION OF CERTIFICATIONS

1. **Italian students:**

○ Certifications for civil disability and/or recognition of handicap (Law 104/1992) must be submitted in **PDF format** via email to the **CARIS Office** at segreteria@caris.uniroma2.it.

2. **International students:**

○ Students residing abroad must send their certification, accompanied by an official sworn translation into Italian or English, issued by the competent Italian embassy, certifying their disability or SLD status.

The **CARIS Office** will evaluate the suitability of the certifications and notify the applicant via email.

EXEMPTION AND FEE REDUCTION REQUESTS

At the time of enrollment, students requesting **total or partial exemption from tuition fees** or additional support services provided by CARIS must:

1. Indicate their status during registration on the Delphi platform.

2. Submit valid certifications to the CARIS Office through one of the following methods:

○ By email in **PDF format** to segreteria@caris.uniroma2.it.

○ In person at the CARIS Office (as specified below).

All sensitive documents will be handled by the CARIS Office in compliance with applicable privacy regulations.

DETAILS OF FEE EXEMPTIONS AND REDUCTIONS

1. **Full exemption:**

○ Students with a disability of 66% or higher, or with recognition of a handicap under **Article 3, Law 104/1992**, are fully exempt from tuition fees.

○ These students must follow the standard online enrollment process for all students but are also required to self-certify their disability in their application.

2. **20% reduction on second installment:**

○ Students with a disability recognized between **46% and 65%** may request a 20% reduction on the second installment of tuition fees.

○ Students with a certified SLD (Specific Learning Disorder) are also eligible to request this reduction, following the same procedure.

REQUESTS FOR COMPENSATORY TOOLS AND DISPENSATORY MEASURES

During their studies, students with disabilities or SLD may request compensatory tools or dispensatory measures for their courses and/or exams. These requests must be submitted in writing to the CARIS Office.

SLD Certification requirements:

The certification for SLD must meet the following criteria:

- Be issued by the **National Health Service** or by specialists/accredited centers authorized by regional regulations.

- Be comprehensive and explicit, including references to nosographic codes and a clear indication of the diagnosed SLD (e.g., reading, writing, or calculation difficulties).
- Comply with the guidelines of **Law 170/2010**, the 2011 **Consensus Conference** and subsequent amendments, as well as the 2012 **State-Regions Conference** guidelines as implemented by each region.
- For students from the Lazio region, consult the dedicated SLD section at <https://www.salutelazio.it/disturbi-specifici-di-apprendimento-dsa>.

IMPORTANT NOTES:

1. The University reserves the right to verify the authenticity of all declarations and certifications submitted.
2. False declarations, forged documents, or misuse of such documents are subject to penalties under the Italian Penal Code and relevant laws.
3. Failure to submit complete and valid documentation will result in the student being liable for the full amount of university tuition fees.

For more information and contacts, visit the CARIS website at www-2024.caris.uniroma2.it.

Art. 14 – Personal data processing

All information regarding the contact details of the Data Controller and the Data Protection Officer, the types of data processed, the source of personal data, the purposes of processing and the legal basis, the recipients of personal data and any data transfers abroad, the retention periods of personal data, the rights of the data subject, the obligation to provide data, the methods of data processing, and data transfers abroad are contained within the Information Notice pursuant to Articles 13 and 14 of EU Regulation 2016/679 for users who intend to register for admission tests and state exams, for users who intend to enroll in study programs, and for students, graduates, postgraduates, trainees, and doctoral students of the University of Rome Tor Vergata, which can be found at the following link: <http://utov.it/s/privacy>

Art. 15 – Useful information

Didactic Office – CdLMCU in Pharmacy

Via della Ricerca Scientifica snc, 00133 Roma
Building PP1, second floor
Telephone: +39 06 7259 4074/40786
Email: segreteria@farmacia.uniroma2.it
Website: <https://farmacia.uniroma2.it/>

Student Affairs Office – School of Mathematics, Physics, and Natural Sciences

via della Ricerca Scientifica n. 1 - 00133 Rome

Office hours: Monday, Wednesday, and Friday from 9:00 AM to 12:00 PM, and also on Wednesday from 2:00 PM to 4:00 PM.

Booking link: <https://prenotazioni.uniroma2.it/segreteria-scienze-mm-ff-nn/> (for virtual meetings only)

E-mail: segreteria-studenti@scienze.uniroma2.it

Website: <https://segreteria.scienze.uniroma2.it/>

International Students Office:

Via Cracovia 50, 00133 Rome (Building D, ground floor)

Office hours: Monday, Wednesday, and Friday from 9:00 AM to 12:00 PM, and also on Wednesday from 2:00 PM to 4:00 PM.

Emails: international.students@uniroma2.it - international.qualifications@uniroma2.it

Public Relations Office (URP):

Via Cracovia 50, Building C - first floor

Opening hours: Monday, Wednesday, and Friday from 9:00 AM to 1:00 PM, and also on Wednesday from 2:00 PM to 4:00 PM

Email: relazioni.pubblico@uniroma2.it

Phone: +39 06 7259 2542/3091

Website: www.urp.uniroma2.it

“Chiama Tor Vergata” Telephone Service:

Phone: +39 06 7259 3099

Hours: Monday to Thursday from 9:00 AM to 1:00 PM and from 2:00 PM to 5:00 PM, Friday from 9:00 AM to 1:00 PM

Student Welcome Office:

Via Cracovia, 50 – 00133 Rome (Building C, first floor).

To schedule an appointment, visit:

Website: https://web.uniroma2.it/it/percorso/futuri_studenti/sezione/accoglienza

Phone: +39 06 7259 2817/3234

Email: welcome@uniroma2.it

Students with Disabilities and SLD (CARIS):

School of Engineering, Didactic Building – ground floor (Room L1) - Via del Politecnico, 1 - 00133, Rome

Phone: +39 06 7259 7483 / +39 06 2022876

Email: segreteria@caris.uniroma2.it

Office hours: Monday, Wednesday, Friday 9:00 AM - 12:00 PM; Wednesday 2:00 PM - 4:00 PM.

For further information, please consult:

- Website of the Ministry of University and Research (MUR): <https://www.mur.gov.it/it/aree-tematiche/universita>
- University Portal: <http://web.uniroma2.it/> English version: <http://en.uniroma2.it/>

- Website of the Study Program: <https://farmacia.uniroma2.it/>
- Website of the School of Mathematics, Physics, and Natural Sciences: <https://segreteria.scienze.uniroma2.it/>