



UNIVERSITÀ
DEGLI STUDI
FIRENZE



TO THE RECTOR
of the University of Florence

Postgraduate Administration Office

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STUDENT NUMBER

DO NOT APPLY STAMP DUTY

(stamp duty paid virtually. Aut. n.100079 dell'11/11/1999 - Direzione Regionale delle Entrate)

APPLICATION FOR ENROLMENT IN NON-MEDICAL SPECIALISATION SCHOOLS
ACADEMIC YEAR ____ / ____

THE UNDERSIGNED

surname and name _____ born on _____ in _____
 _____ () country _____ Institutional e-mail address _____
 resident at street/square _____ n. ____ district/locality _____
 municipality _____ () postcode _____ mobile _____
 domicile (indicate only if different from residence) at _____ street/square _____ n. ____
 municipality _____ () C.A.P. _____

REQUESTS ENROLMENT for the academic year ____ / ____

IN THE ____ CURRENT YEAR / REPEATING YEAR

at the School of Specialisation in _____
 specialisation _____

*Simultaneous enrolment in different universities, different higher education institutions and different courses at the same university is prohibited. Therefore, if, during the course of their studies, students wish to enrol in another university course, they must submit a request to withdraw from their current studies, **unless they meet the requirements for requesting a "career suspension" as specified in the Manifesto degli studi.***

FOR THIS PURPOSES DECLARES UNDER HIS/HER OWN RESPONSIBILITY

availing himself/herself of the terms of Articles 46 and 47 of D.P.R. 445/2000 and aware that anyone who makes a false declaration will lose the benefits obtained and will be subject to the criminal penalties provided for false declarations by Articles 75 and 76 of the above-mentioned D.P.R.:

- to have paid the first instalment of university fees for the academic year ____ / ____ (using the appropriate payment slip provided by the student office)
- to have submitted an application to the DSU Toscana - Azienda della Regione Toscana per il Diritto allo Studio Universitario for a scholarship on _____ (the virtual stamp duty of €16 is still payable, to be paid using the appropriate payment slip provided by the student office)



- that to be a student with a disability, as evidenced by the attached certification issued by the competent authorities, with:
 - recognition of disability pursuant to Article 3, paragraphs 1 and 3, of Law No. 104 of 5 February 1992;
 - recognised disability equal to or greater than 66%; *(the virtual stamp duty of €16 is still payable, to be paid using the appropriate payment slip provided by the student office);*
- to be the child of a disability pension holder (Law No. 118 of 30 March 1971, Artt. 12 and 30 *(the virtual stamp duty of €16 is still payable, to be paid using the appropriate payment slip provided by the student office)*)
- to be the holder of a scholarship granted by the Italian Government for the period from _____ to _____ *(the stamp duty paid virtually and the regional tax [€156,00] are still due, to be paid using the appropriate payment slip provided by the student office)*
- to be a non-EU citizen from a 'developing country' pursuant to Article 13, paragraph 5 of the Prime Ministerial Decree of 9 April 2001. Citizenship _____ *(the stamp duty must still be paid virtually and the regional tax [€156,00] must be paid using the appropriate payment slip provided by the student secretariat)*
- to be a student in detention and included in the "Collaboration Agreement between the Regional Directorate of the Penitentiary Administration of Tuscany, the Region of Tuscany, the University of Pisa, the University of Siena and the University of Florence" *(the stamp duty must still be paid virtually and the regional tax [€156,00] must be paid using the appropriate payment slip provided by the student office)*

(date)

(signature)

FINALLY, REQUESTS

to be admitted to take, during the sessions of the same academic year, the examinations and other tests in order to acquire the relevant credits, aware that, in order to take the examinations or other forms of assessment, he/she must have obtained any certificates of attendance and compliance with the required prerequisites; they must also be up to date with the payment of all fees and contributions due.

Students who are not up to date with the payment of fees and contributions, any late payment penalties or administrative charges, cannot be admitted to examinations, nor can they be enrolled in the following year of the course. Furthermore, they cannot obtain any certificate relating to their academic career, in the part referring to the aforementioned non-payment, nor can they obtain leave to transfer to another university or institution.

(date)

(signature)



Attachments:

- *non-EU students*: **copy of residence permit or copy of receipt for residence permit application issued by Poste Italiane, accompanied by a copy of passport with specific entry visa for non-tourist reasons or copy of valid residence permit issued by Questura;**
- **certification/other**

POLICY ON THE PROCESSING OF PERSONAL DATA

Data will be processed in accordance with EU Regulation 2016/679 concerning the protection of individuals with regard to the processing of personal data, and D. Leg. 196/2003 and ss.mm.ii. All information regarding the processing carried out and the exercise of the rights of data subjects on the protection of personal data can be found on the University

https://www.unifi.it/sites/default/files/2025-10/informativa_studenti_ott_2025.pdf .

(signature for acknowledgment)