

Università di Pisa

Degree Programmes held in English with admission exam.

# HOW TO APPLY





This is the guide to apply to the Master's Degree Programmes held in English with an admission exam:

### > <u>NEUROSCIENCE</u>

#### MATERIALS AND NANOTECHNOLOGY

In order to be admitted to the courses, you must meet the academic requirements and pass the admission exam.

In order to sign up, you must:



Check the academic requirements and deadlines. Once you have verified that you meet the necessary academic requirements to apply, you can proceed to steps 2 and 3. Please make sure you check the deadlines, which may be different for EU and non-EU students.

https://www.unipi.it/mastersdegree-in-english



Register on the University online portal Alice:

https://www.studenti.unipi.it/Home.do?cod\_lingua=eng



Register on the application portal:

https://applymscenglish.unipi.it







The portal is available in Italian and English

https://www.studenti.unipi.it/Home.do?cod\_lingua=eng



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Click "Forward" to proceed.

2

Fill in your personal information.

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istration. Personal u		\star Compulsory field
use the following form to type	e in (or change) your personal data as well as birth place. Should your name have any accents, do not type them in since the system will give you an error message	
Name*		
Surname*		
Date of birth*		
	(dd/mm/yyyy)	
Gender*	🔘 Male 🔍 Female	
Primary nationality (if you	Please, select the NATIONALITY .	
must type in 'Italy')*		
Country where you were born*	Please, select the COUNTRY of BIRTH	
own where you were born*		
Italian tax code*		



Write your name and surname as they appear on the ID you upload.

If you don't have a Tax Code, double click on "Forward" (the system will configure one automatically, but remember to request the official one, once you are in Italy).

#### **ONLY FOR NON-EU STUDENTS**

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Type of reside	ency permit*	Permanent residence permit Permanent residence permit Temporary recidence permit	۲
Back Forward		Post office receipt attesting the submission of the residence permit application form	

If you don't have a residency permit, put 30 June (of the current year) as the expiry date, and "Post office receipt" as "Type of residency permit".



Remember to apply for the residency permit within 8 working days from your arrival in Italy.



#### Fill in the information about your residence address.

Registration: Residential ad	🐺 Key	
The page shows the form for entering a	nd modifying the user's permanent home address.	* Compulsory field
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	if in Italy	
Town*	Select a town	
Post code*		
	If in Italy	
Town sub-division		
Address*		
	(street, square, road)	
House number*		
On what date did you move to	li l	
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exact date, type in your birth date or if you have changed		
addresses, type in 1st January of the year when you moved to		
this current place*		
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Temporary Italian address is	Ves No	
the same as permanent home address*		
Back Forward		

If you don't have a landline phone number you can type XXXX.

If your permanent and current addresses are the same, click "Yes". If your current address is different (e.g. your address in Italy), click "No".

Registration: Current home Please type in (or modify) your current h	e address ome address	
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Town* Post code*	Select a town	
Town sub-division		
Address*	(street square, road)	
House number* On what date did you move to this address? If you do not remember the exact date, type in your birth date or if you have changed addresses, type in 1st January of the year when you moved to this current Jace*	(dd/mm/yyyy)	
Landline phone number *	(if you do not have it, type inxxxx)	

#### Insert your email address and your phone number, then click "Forward".

Pogistration:Contacts		🐺 Key	
		★ Compulsory field	
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Delivery address for University fees*	Permanent home address     O Italian home address		
Email*			
Certified email			
International code of mobile			
	(es: +39 - or +xx)		
Mobile phone*			
	(es: 3486767676 - or to insert xxxx)		
Mobile phone operator	Selezionare l'operatore telefonico		
Favourite language for communications	Italian 🔹		
	Read the privacy policy.		
Privacy*	I read the privacy policy (D. Lgs. 196/2003) and I consent to the processing of my personal details pursuant to D. Lgs. 196/2003 on the personal details protection		
	● Y ◎ N		
See "Privacy Code"			
SMS*	I wish to receive a text message on my mobile phone to be informed on any event organized by the University		
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Back Forward			1

Select "Bank Branch", then click "Forward".



#### Choose your password, then click "Forward".



Check the information that you have inserted, then click "Confirm". We suggest you save or print a reminder with your personal credentials (username and password).

Log in on the portal using your username and password.



This is the Homepage of your personal account.

On the menu on the right you can sign up to evaluation or admission tests, check the fees, download certificates, etc...

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Select "Admission test".

Then choose "Master Degree" and click "Forward".

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Admission test		
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Indicate the course type		* Compulsory field
indicate the course type		
AACHELOR DEGREE     MASTER DEGREE		
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Select the competition you are interested in, then click "Forward".

<sup>5</sup> μ μ μ μ μ μ μ μ μ μ μ μ μ μ μ μ μ μ μ	ALD D C B C C C C C C C C C C C C C C C C	MENU
The competitions Check the competition Indicate the competition Competition*	Materials and Nanotechnology 2020/21 - for non-EU applicants	
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### You have to insert details about your ID (identity card or passport).



	Identification This page displays the list of id Udentity documents included	entity documents. You can mo	odify or insert other docu	ments. If you have enroled i	in a degree programme	e, you must have i	nserted at least o	ne valid docu	iment.		Key     Valid Document     Expired Document     Upload document
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>	Insert a new document Back Forward										
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			-
Identity Documents			🐥 Key
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You must attach/insert at least one valid	identity document. For international students, this must be a copy of your valid passport.		
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### Then you have to upload the document as a PDF file.



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#### Then click "Forward".

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#### Check the information and then click "Forward".

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Driver's license			12/02/2020	29/02/2020	۰			Yes	9	()) Delete Document
I.D. card			27/08/2012	18/06/2023	۰			Yes	9	
Insert a new document										-
Back Forward										

You have to upload a photo - select "Scegli File" and select the photo, then click "Upload photo" and "Forward".

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Registration:Your photo		
On this page you must attach a photo of your face (dimensions 480x480 pixel-min 200dpi). It is obligatory to upload you greater than 2 Megabytes. Once you have saved the photo, it will be uploaded on the left-hand side column next to you	r photo. The photo must respect the instructions which you will find on www.unipl.it. You can use either a .jpeg or .jpg r name and at that point, it will no longer be possible to change it.	format; the dimensions of the file must not be
Photo preview	Scegli file Nessun file selezionato	🐺 Key
The preview of your photo is not supported by internet Explorer versions which are earlier than version 10	The uploaded photo will be printed on your university booklet and on the 'Cartapiū' card therefore it is necessary to be able to recognize your face. Proto dimensions 35x40mm(Max3 MByte)	* Compulsory field
To upload your photo, please click on the "Upload photo" button Back Forward		
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#### Click "Forward".

Other Choose your administrative cathegory, val Administrative Category Administrative Category Selection criteria	id for the admission test y Extracomunitario	ou are applying to and e	ventually request the dis	abbility support	₩ Key ★ Compulsory field
Description	Туре	Date	Time	Where	
Prova orale				Interviews: 05 and 06 march 2020	
Back Forward					
Home					
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#### Fill in with data about your study qualifications and upload the required documents.

Qualit	ualifications required							
To proce	s proceed you must type in your academic qualifications (degrees). You must first list the obligatory degrees: should there be other degrees, you may list them afterwards. Once done click on "Forward".							
Alter	hauve degrees				e Inserted title			
🔔 то	proceed you must insert the academic qualifications necessary to	the competition and choose one of the optional at least.			Compulsory Ti			
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State	Title	Notes	Status	Actions				
	MASTER DEGREE (Post Riforma)			Type in				

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#### Finally, confim your application for the admission exam.

Confirm the chosen competition Check the information already given.	
Competition     Type of degree     Concorso di ammissione     Valid for:	MASTER DEGREE Materials and Nanotechnology 2020/21 - for non-EU applicants
Details:           Indietro           Confirm	WNT-LM - MATERIALS AND NANOTECHNOLOGY, 993 - Extracomunitario
Home	
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After the application submission, the system will issue a receipt proving that the registration is complete.

This receipt, marked by a unique serial number, is the only document proving the accurate completion of the registration: in the event of a dispute, only candidates that can supply the receipt are allowed to take part to the exam.



Some admission exams may require the payment of a fee to join the selection. In that case, at the end of the registration procedure, the system will release an individual electronic invoice.

The fees can be paid by the deadline, at any bank, once in Pisa or online from abroad. In this case, please use the University of Pisa bank account: "Banca di Pisa e Fornacette Credito cooperativo" Via Tosco Romagnola 101/ A Fornacette (PI) IBAN CODE: IT2700856270910000011156460 BIC/SWIFT CODE: BCCFIT33.

The payment description should report the electronic invoicing code. Candidate should then send evidence of payment to the fax number +39 0502213408.

In both cases, candidates are invited to keep their e-invoice carefully, as evidence of payment.

If received after the deadline, the payment will not be accepted, and the candidate will be excluded from the selection.

The admission fee is not refundable in any case.







### **Register to the application portal:** <u>https://applymscenglish.unipi.it</u>

You have to register and create a personal account. Click on "Registration Procedure". The portal is available in Italian and in English.

International Office - University of Pisa	
	and a state
• Home page IT EN	
THIS PORTAL ALLOWS CANDIDATES TO . - Application for the admission to	APPLY TO THE UNIVERSITY of the THE THE Bachelenge of MSC's Degree programmes in English
Information for the application 1. In order to access this portal the user must first register and set up access details	If you have not yet registered onto the portal please carry out the registration procedure
<ol><li>The documents must be uploaded in "pdf" format</li></ol>	n ou have already registered onto the portal Enter a moress code and password to fill in or view your mucation. If you do
List of available degree programmes in English 1. See available degree programmes	not remember , coss details please on the securive your username and password
	Enter username Enter password Login
Admission to Bachelor's and MSC's degree programmes in English	Privacy pol
International Office Lungarno Pacinotti, 44 - 56126 Pisa - Italy	For assistance mscportal@ticket.uni

Fill in the form with your personal information.



If you are a non-EU student but you already have a valid residency permit for Italy, tick the box.

	Personal details	
Surname *	Name *	Gender *
Citizenship *	Eu Citizen	Place of birth *
Date of birth (yyyy-mm-dd) *	Country or Foreign state of birth *	Email *
Skype account	Country of residency *	Residency permit in Italy
Address *	Town *	
Post Code		
Save	t data	





The system will then send you a confirmation email. Please follow the instructions in that email to activate your account.



International Office - University of Pisa	
Confirmation email of personal details IT EN	
Need assistance?	
Confirmation email of personal details	
Dear Student, in order to confirm your email address we have sent you a	ink via email. By clicking on the link you can access a page where you can
create your access details to the portal. If you do not receive the email, pl	ease report the problem to the following address: mscportal@ticket.unipl.it
Note: Application to a Degree Course is only allowed after completing th	
Admission to Bachelor's and MSC's degree programmes in English	Privacy policy
International Office	ipi,it <mscportal@ticket.unipi,it></mscportal@ticket.unipi,it>
Inviato: venerii 24 genu A: Oggetto: Application to a	ico 2020 11:41 @studenti.unipi.it> Bachelor's or MSC's degree programme in English - to set up your access details
Click on the link to choose a Dear Please, dick on the link in	order to create a password to enter the portal to apply for Bachelor's and MSC's degree programmes in English
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<sup>(1)</sup> : The username coincides with the user's email declared upor registration and cannot be modified	* Username <sup>(1)</sup>
Save Reset data	Print access details: 🎦 Final submission 🎯
	Password successfully created Access the portal

Save your Username and Password – we suggest you to print or save your access details.





### Log in on the portal

Insert your username and password



You have not applied to any degree programme. In order to apply please access to the list of open calls for applications







# **Choose the Master's Degree Programme**

### you prefer

You can check the list of available courses



Application open: 2020-01-15 Closed for EU citizens: 2020-06-08 Closed for non-EU citizens applying for a study Visa: 2020-03-12

### Upload your qualifications and the required documents

- Qualification (Degree title and info)

Save" and "Proceed"

- Upload files (diploma, transcript, declaration of value) in pdf format.

PDF	

	Need assistance	?					
	Qualifications	Application require	ments	Summary of you	ır applicatio	ions	
			List of qu	alifications			
	Type of degree *	e				Name of degree program *	
					•		
	Duration of deg	ree program (in years)	*			Institution's country where degree was obtained *	
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	Institution where	e degree was obtained	* t			Cumulative Grade Points Average (CGPA) *	
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	Degree transcrip	ot of program *					
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#### -Upload the required documents, click "Save" and "Proceed".

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Phone number *						
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subjects for the inte	erview.					
Save	Reset o	ata		Proceed		



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Application requirements Summary of your applications

Pre-assessment of the course of study - Summary of details entered

Type: **Application for a degree programme held in English** Application status:**Draft** Academic Year:**2020 - 2021**  degree programme: NUCLEAR ENGINEERING (WSN-LM) Date of submission:2020-02-13

#### QUALIFICATIONS

xxxx 🕶

iype of degree: Bachelor's Degree				
Name of degree program : xxxx				
Duration of degree program (in years): 2				
Institution's country where degree was obtained:				
Institution where degree was obtained:				
Cumulative Grade Points Average (CGPA):				
Out of a CGPA scale of:				
Degree obtained:				
Date of graduation (yyyy-mm-dd):				
Degree with honors:				
List of uploaded attachments				
Degree transcript of program				
Degree certificate				
Declaration on Value				

#### APPLICATION DETAILS

Interview :	
Phone number :	
Shortly after completing your appli for the interview.: Yes	cation, you will be contacted to arrange the interview. On our website you will find the syllabus of the subjects
List of uploaded attachments	
Identification Document	Ð
Curriculum vitae (with Italian or English translation)	Ð
Knowledge of English certificate	Ð
Proceed	

If everything is correct, click "Proceed" to the next step

On your personal account you can:

- Review your application;
- "Add" other applications;
- "Modify Details".

Finally, you can submit your application by clicking on "Final Submission".

After your application has been submitted, you can recall it by selecting "View Details" or delete it by selecting "Delete your Application".

Acade Ref.	mic Year: 2020 - 2021 Applications to degree programmes held in English	Degree programme	Status	Actions
017	Applications to degree programmes held in English	NUCLEAR ENGINEERING ( WSN- LM )	Draft: your application can still be modified and has not yet	MODIFY DETAILS
			been sent for evaluation	FINAL SUBMISSION



If your application receives a positive evaluation, the Evaluation Committee of the program you applied for will send you an official admission letter, which is required for the <u>pre-enrollment at the Italian Embassy</u> in your country (for non-EU students).

Please follow the next steps:

- pre-enrolment procedure
- enrollment at the University of Pisa

VISA
(==)





## SEE YOU SOON IN PISA!

For technical assistance on the portal: mscportal@ticket.unipi.it

For info about calls, requirements, application, timetables, study plan: check the department's website and contact the department staff

For info about the enrolment procedure and bureaucratic issues: international@unipi.it

If you have doubts, questions or issues about enrollment, University life, academic matters, life in Pisa, or you want to be updated about our events, you can Chat with our international students and staff.