

STEP 1 – UNIPA PROFILE REGISTRATION

Go on the following website to start your registration:

https://immaweb.unipa.it/immareg/facelets/anag/ins_anag_generale.seam?cid=2179

Here you can start your registration procedure; you can change language choosing Italian or English. Click on “Continue” as shown in the picture below to proceed with the registration.



[Futuri studenti](#) [Studenti](#) [Laureati](#) [International students](#) [Docenti](#) [Personale](#) [Imprese](#)

[OTHER SERVICES](#) [SUPPORT](#) [ENGLISH \[CHANGE LANGUAGE \]](#)

Student Registration

 You can change language here

[HOME](#) > [Student Registration](#) >

- If you are an international student and already have the italian tax code go to Registration with italian tax code, otherwise go to International Students
- If you are an italian student go to Registration with italian tax code.

Registration with italian tax code

Italian Tax Code (for foreign students is automatically generated)

[Continue](#)

1.2 Insert your personal data, as shown in the picture below. Do not forget to insert all the mandatory information and the nationality; you can leave the Italian Tax Code filed empty: it will be generated automatically later as explained in the picture below. Then click on “Continue” to proceed.

OTHER SERVICES ▾ SUPPORT ▾ ENGLISH [CHANGE LANGUAGE]

Student Registration

HOME > Student Registration >

Fields marked with * are mandatory

1) ADD PERSONAL INFORMATION →

2) CLICK THE GREEN BUTTON AND ADD YOUR PLACE OF BIRTH; ADD ALSO YOUR NATIONALITY. THE TAX CODE WILL BE AUTOMATICALLY GENERATED LATER →

3) USE A VALID EMAIL THAT YOU CHECK FREQUENTLY BECAUSE WE WILL CONTACT YOU USING THIS EMAIL. →

4) CLICK THE CAPTCHA VERIFICATION AND THEN CLICK IN CONTINUE →

Personal Data

Surname *

Name *

Date of Birth *

Gender *

Place of Birth *

Nationality (as in Passport) *


Italian Tax Code (for foreign students is automatically generated) *

Email *

Confirm email *

Please insert a valid personal email. "Hotmail", "msn" and "live" may not be delivered to you from our mail server. Don't specify also email on "unipa.it" and PEC addresses. Please use other email domains.

Captcha verification

Non sono un robot 

reCAPTCHA
Privacy - Terms

1.3 Insert your personal data, as shown in the picture below. Do not forget to insert all the mandatory information and the nationality, paying also attention to the phone number format and other fields. **IF YOU CAN'T FIND YOUR PLACE OF BIRTH, PLEASE USE THE CLOSEST MUNICIPALITY AVAILABLE IN THE LIST.**

Fields marked with * are mandatory

Home address

Province
City* If you can't find your city, please insert the closest municipality

Postal Code
Address * (e.g. Downing Street, 10)

Phone * (e.g. +44-1234567) pay attention in putting the "+" and the "-"

Italian address

Province
City* if you do not have any italian address already you can put the home address and change later

Postal Code
Address * (e.g. Downing Street, 10)

Phone * (e.g. +44-1234567)

Postal address

c/o (e.g. Rossi Family)

Send Mail *
 Domicilio Residenza click on residenza

Other Addresses

Mobile Phone * (e.g. +44333123456789) Warning: If you enter here an incorrect mobile number, the University of Palermo will not be responsible for any failure to provide you with useful information. Use a valid phone number; we will use mainly the e-mail to contact you.

Fax (e.g. +44-1234567)

1.4 Here you can find the summary of your personal data; we ask you to note the **ITALIAN TAX CODE generated by the system because it can be useful to recover your password if needed later and must be inserted in the excel information sent by email.**

Click on **CONFIRM** and you will successfully register your account.

Summary Personal Data Student

Upon confirmation of the underlying data you will receive an email containing a link of activation account.
Make sure you have provided a valid email address otherwise the account can not be activated

Personal Data

| | |
|--|----------------|
| Surname | Name |
| Italian Tax Code (for foreign students is automatically generated) | Gender |
| Date of Birth | Place of Birth |
| Nationality (as in Passport) | Email |

PLEASE TAKE NOTE OF THE ITALIAN TAX CODE GENERATED BY THE SYSTEM

Home address

| | |
|---------|-------------|
| City | Postal Code |
| Country | Address |
| Phone | |

Postal address

| | |
|-----|-----------|
| c/o | Send Mail |
|-----|-----------|

Other Addresses

| | |
|--------------|-----|
| Mobile Phone | Fax |
|--------------|-----|

Goback Confirm

STEP 2 – ACCOUNT ACTIVATION

After confirming the registration, you will be shown this confirmation screen. You will receive a confirmation email as in the sample below.

Student Registration

HOME > Student Registration >

Registration : **Step 4/4**

Result of the Registration

YOU HAVE 24 HOURS TO VALIDATE YOUR ACCOUNT

Registration successfully completed! Within a few hours you will receive an e-mail. Click on the confirmation link to complete your registration.

[Click here to access to our services](#)

Registration to the Portal of University of Palermo

Traduci messaggio in: Italiano | Non tradurre mai da: Inglese

**THIS IS A SAMPLE OF THE ACTIVATION EMAIL
YOU WILL RECEIVE**

UP University of Palermo <immaweb.noreply@unipa.it>
A: Utente corrente

Dear TEST GRADUATE,
welcome at the University of Palermo Internet portal.

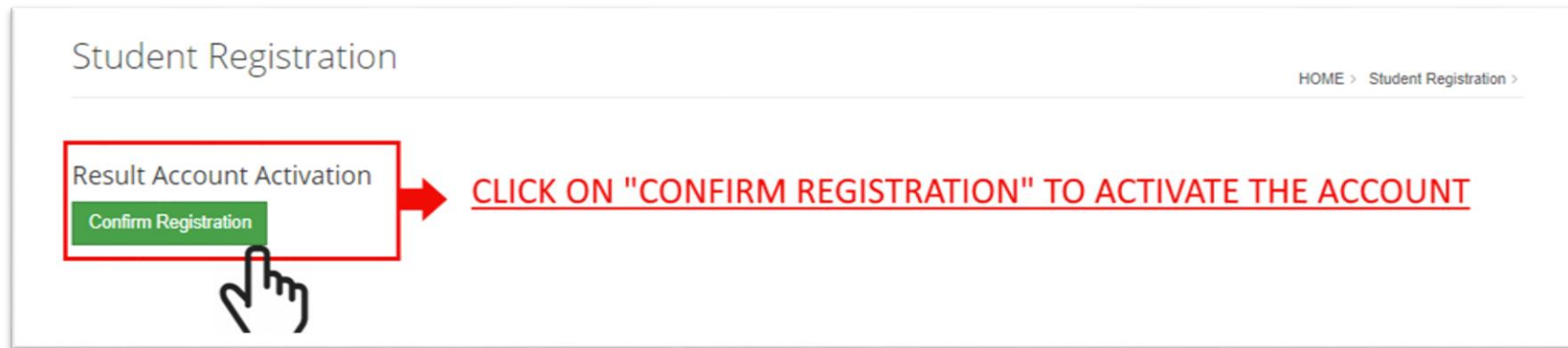
CLICK ON THE LINK TO ACTIVATE THE ACCOUNT

To confirm your registration please click on the following link:
<http://immaweb.unipa.it/immareg/creg.seam?u=RSMTST99D01Z112G&t=Ozoyhar2MQDFHhI>

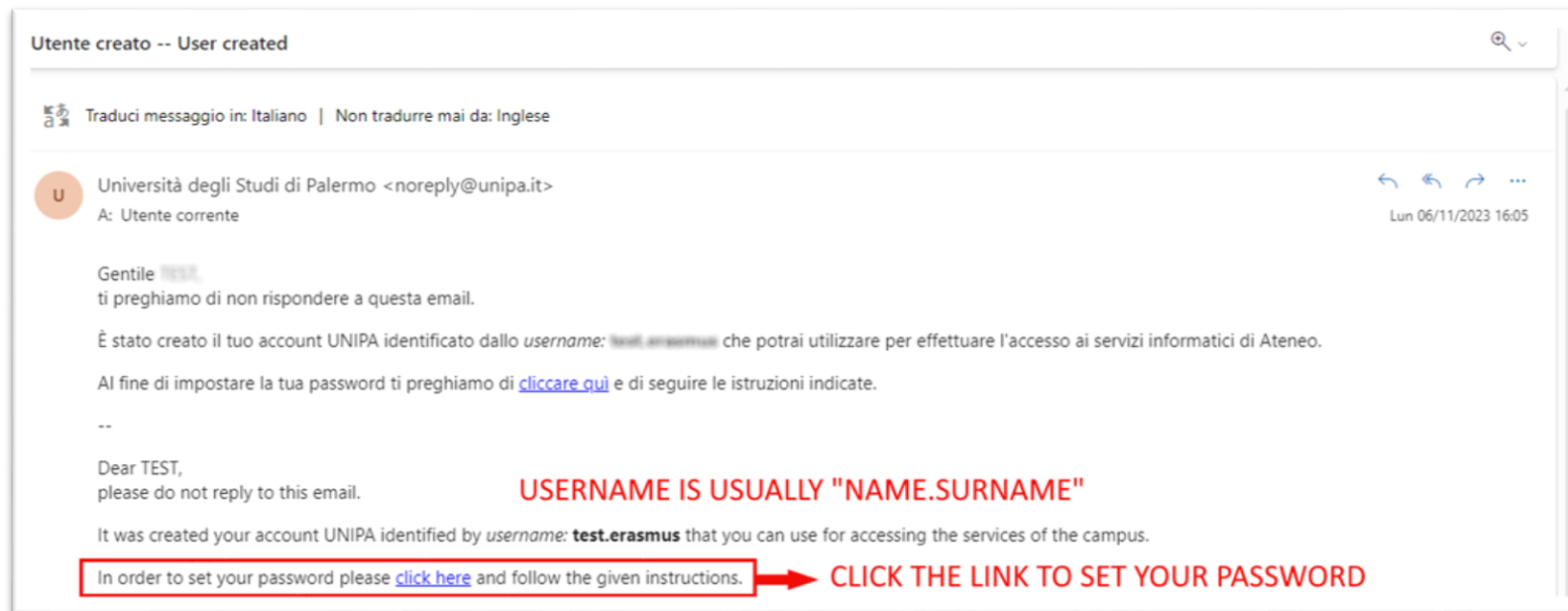
After you'll receive another email containing more detailed instructions on how to access to the Internet portal.

[← Rispondi](#) [→ Inoltra](#)

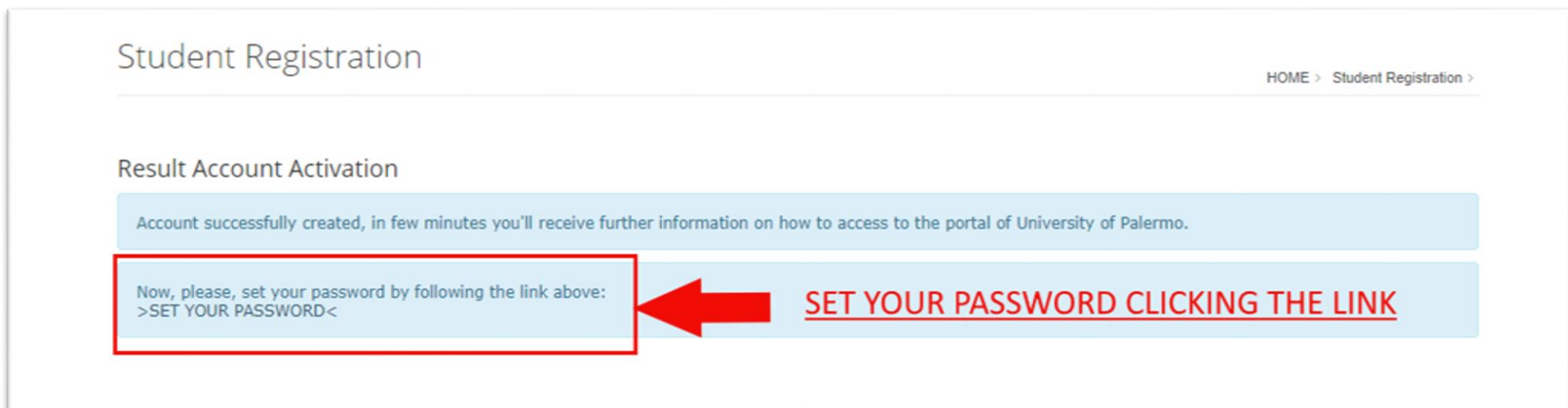
2.1 After clicking the confirmation link in your email, you can now confirm your account, and set your password as shown below.



2.3 After clicking the confirmation link in your email, you can now confirm your account. You will now receive a new email containing the information of the account, in particular your **USER** that usually is *name.surname*



2.4 Set your password, paying attention to save the your user information, password, Italian tax code.



2.5 Set your password and save the information.

Password e Sicurezza ✕

Utilizza una password esclusiva per questo sito.

La compromissione di password utilizzate per altri siti potrebbe arrecare gravi danni all'Ateneo.


Imposta password

A³ Portale di Gestione delle Identità > Imposta password

One Time Password

Nuova Password

Conferma Nuova Password

Non sono un robot  reCAPTCHA
Privacy - Termini

Imposta password

Ricorda che la tua nuova password deve essere di lunghezza compresa tra 8 e 20 caratteri e deve comprendere almeno una lettera maiuscola ed una cifra. Sono inoltre ammessi i seguenti caratteri speciali @ # \$! % * ? & _

**SELECT YOUR PASSWORD, CLICK ON THE CAPTCHA
AND THEN CLICK ON "SALVA" TO SAVE**

PLEASE, TAKE NOTE OF THE PASSWORD THAT YOU SELECT!

[Portale Studenti | Università degli Studi di Palermo \(unipa.it\)](http://unipa.it)

LOGIN

Nome utente

Password