

**International enrolment in master's
degree programmes
Applications for academic year 2024/2025**



**Università
degli Studi
di Palermo**

HOW TO APPLY

Please read carefully the following guidelines for the application procedure for your enrolment at the University of Palermo.

This is a Step-by-step guide that will help you to apply to the University of Palermo.

Your **UniPa account is necessary for the acceptance procedure**, even if you have already been nominated by your university: the enrolment is mandatory to complete your administrative procedure and to be able to follow courses and undertake exams once in Palermo.

We invite you to read it carefully and prepare all the required data and documents. If you have any questions, you can write to internationalstudents@unipa.it with your questions, but before please read all the points in these guidelines and you will probably find your answer.

THE IRO STAFF

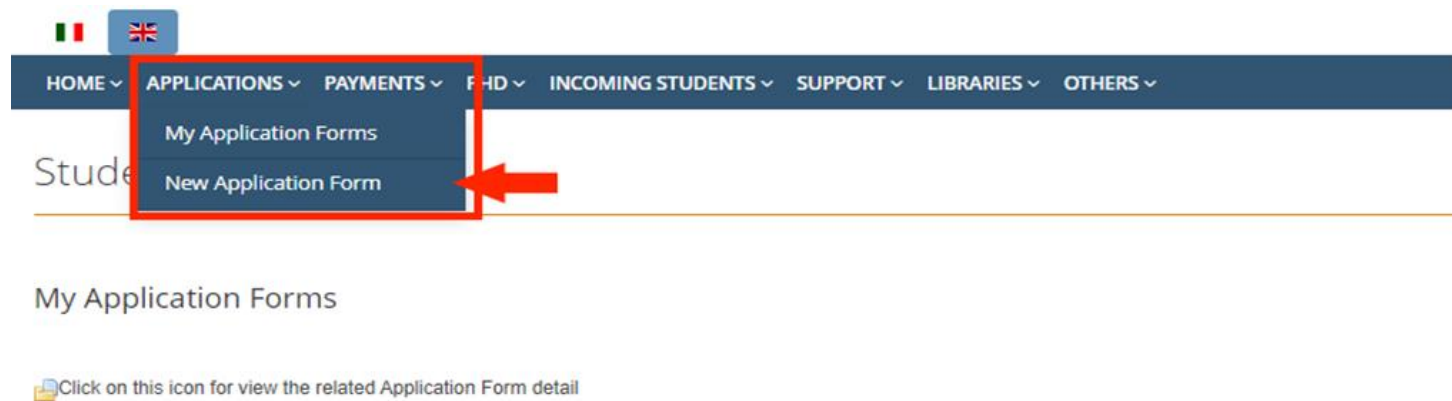
STEP 1 – UNIPA STUDENT PORTAL LOGIN AND NEW APPLICATION

Go on the following website to login and start your application procedure:

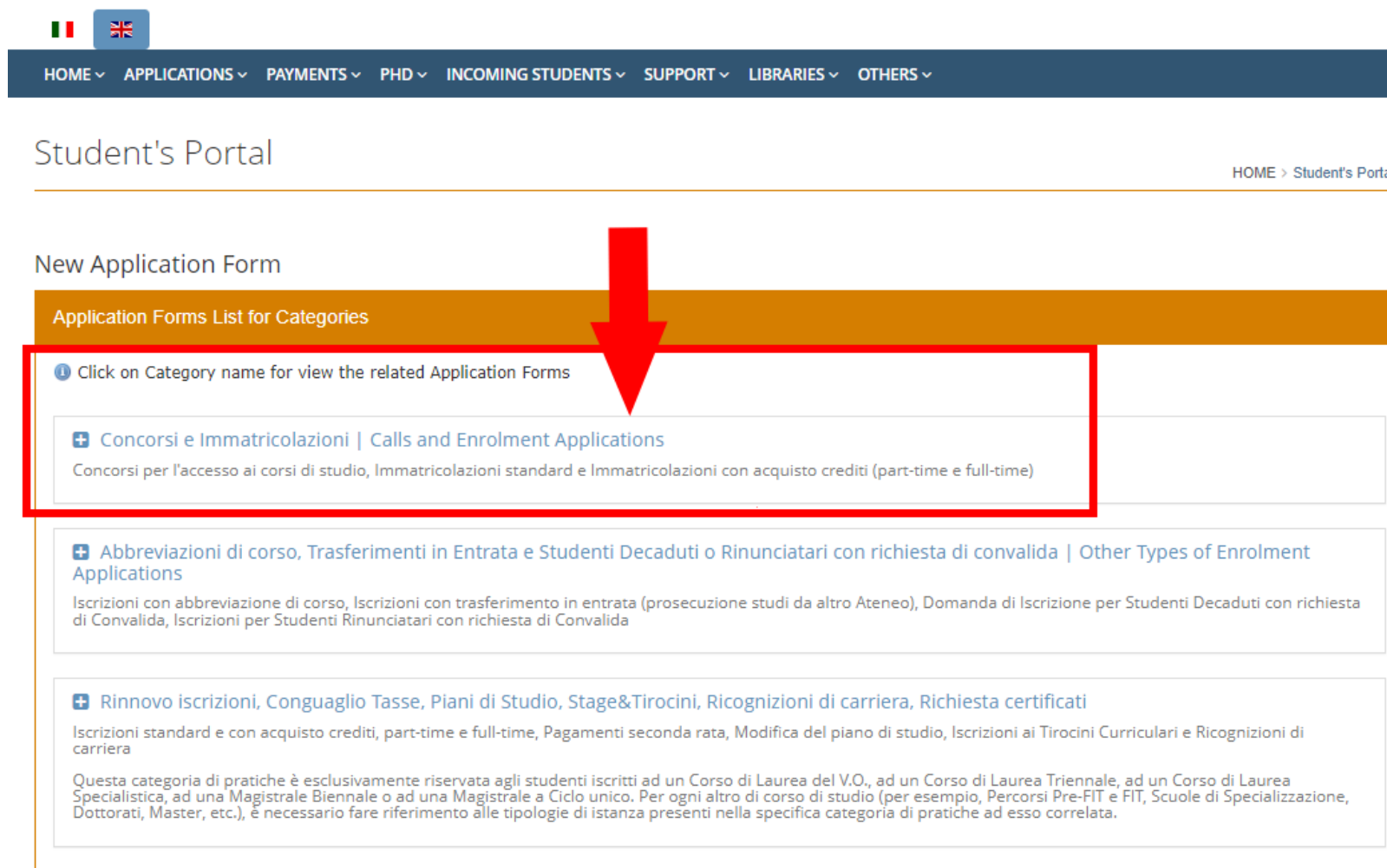
<https://immaweb.unipa.it/immaweb/private/pratiche/listCreatePratiche.seam>

Now login using the Username and Password that you generated during the registration procedure.

After the login, you will see your student portal page. Now, click on “**Application**” and select “**New Application Form**” as explained below.



1.2 After you open the new application form page, you would need to click on the small blue “+” ON Calls and Applications, then select “**Enrolment Bachelor's Degree/Master's Degree Application**” as shown below.



The screenshot displays the 'Student's Portal' interface. At the top, there is a navigation bar with flags for Italy and the UK, and a menu with items: HOME, APPLICATIONS, PAYMENTS, PHD, INCOMING STUDENTS, SUPPORT, LIBRARIES, and OTHERS. Below the navigation bar, the page title is 'Student's Portal' with a breadcrumb 'HOME > Student's Portal'. The main content area is titled 'New Application Form' and contains a section 'Application Forms List for Categories'. A red arrow points to the first category, 'Concorsi e Immatricolazioni | Calls and Enrolment Applications', which is enclosed in a red rectangular box. This category includes a sub-description: 'Concorsi per l'accesso ai corsi di studio, Immatricolazioni standard e Immatricolazioni con acquisto crediti (part-time e full-time)'. Below it are two other categories: 'Abbreviazioni di corso, Trasferimenti in Entrata e Studenti Decaduti o Rinunciari con richiesta di convalida | Other Types of Enrolment Applications' and 'Rinnovo iscrizioni, Conguaglio Tasse, Piani di Studio, Stage&Tirocini, Ricognizioni di carriera, Richiesta certificati'. The second category includes a detailed note: 'Questa categoria di pratiche è esclusivamente riservata agli studenti iscritti ad un Corso di Laurea del V.O., ad un Corso di Laurea Triennale, ad un Corso di Laurea Specialistica, ad una Magistrale Biennale o ad una Magistrale a Ciclo unico. Per ogni altro di corso di studio (per esempio, Percorsi Pre-FIT e FIT, Scuole di Specializzazione, Dottorati, Master, etc.), è necessario fare riferimento alle tipologie di istanza presenti nella specifica categoria di pratiche ad esso correlata.'

1.3 Select “Enrolment Bachelor’s Degree/ Master’s Degree Application” as shown below.

New Application Form

Application Forms List for Categories

Click on Category name for view the related Application Forms

Concorsi e Immatricolazioni | Calls and Enrolment Applications
Concorsi per l'accesso ai corsi di studio, Immatricolazioni standard e Immatricolazioni con acquisto crediti (part-time e full-time)

- Domanda di partecipazione a Test Online/Concorso/Prenotazione Preimmatricolazione per Corsi di Laurea a Numero Programmato
- Istanza UNIPA (Corsi per i quali si svolge il TOLC presso il CISIA)
- Domanda di Scorrimento
- Domanda di Immatricolazione ad un Corso di Laurea/Corso di Laurea Magistrale | Enrolment Bachelor’s Degree/Master’s Degree Application**
- Domanda di Immatricolazione con acquisto crediti | Part-Time Enrolment Application

Select Enrolment Type

Select Enrolment Type


The completion of the Application Form and the payment of tuition fees does not automatically imply enrolment in the selected Degree Programme. The enrolment is formalized at the Student Administration Office after the competent university offices have successfully checked the validity of the data provided and the payment of fees. For Restricted Access Degree Programmes, enrolment completion is also subject to the student's position in the merit ranking of the relevant selection procedure. For courses with mandatory but non-selective entry tests, enrolment completion is subject to taking the test

- Domanda di Immatricolazione ad un Corso di Laurea/Corso di Laurea Magistrale | Enrolment Bachelor’s Degree/Master’s Degree Application**
- Domanda di Immatricolazione con acquisto crediti | Part-Time Enrolment Application
- Domanda di Iscrizione con Abbreviazione di Corso
- Domanda di prosecuzione Studi per Trasferimento da altro Ateneo
- Domanda di Iscrizione per Studenti Rinunciatori con richiesta di Convalida
- Domanda di Iscrizione per Studenti Decaduti con richiesta di Convalida


Next [CLICK HERE TO CONTINUE](#)

1.4 To continue the enrolment procedure, follow the instructions as shown below. Click on “**No**” on the first question; select **Università degli Studi di Palermo** on the list as “first enrolment” and add the current academic year (2024 for academic year 2024/25). Then click **next and continue**.

First Enrolment Information


 Fields marked with * are mandatory

Help

 Dear student, this online procedure allows you to complete the Enrolment Application for a Bachelor's or Master's Degree Course at the University of Palermo. We kindly ask you to provide the following information: **Have you ever been enrolled at an Italian university before?** If so, please specify where and when you made your FIRST ENROLMENT. If not, enter the current values.

In the space below, please specify the details of your **First Enrolment in the Italian university system**, indicating the **university, the year**, and, if you deem it helpful, detailed explanatory notes.

First Enrolment Information

 Have you ever been previously enrolled at an Italian university?

Yes

No

First Enrolment University *

UNIVERSITA' DEGLI STUDI DI PALERMO (PALERMO)

SEARCH FOR UNIVERSITA' DEGLI STUDI DI PALERMO IN THE LIST AND SELECT

First Enrolment Year *

2024|

INSERT THE NEXT YEAR

First Enrolment Details


Back

Next

 CLICK ON NEXT TO CONTINUE

1.5 Now, select the “**Degree Programme Type**”. After you select the course type, click on “**Select**” and the full list of courses will be displayed; select your degree.

Select Degree Programme

 Fields marked with * are mandatory

Complete the Enrolment Application Form

Application Form Type

Domanda di Immatricolazione ad un Corso di Laurea/Corso di Laurea Magistrale | Enrolment Bachelor's Degree/Master's Degree Application

Select the Degree Programme Type

Select Degree Programme

Degree Programme Type *

Corso di Laurea Magistrale Biennale | Master's Degree

Select

Clear

Course Type *

Corso di Laurea Magistrale Biennale

Course *

▼ Select

2293 - AGRICOLTURA DI PRECISIONE - CLASSE LM-69 - Corso di Laurea Magistrale Biennale
2110 - ANALISI E GESTIONE AMBIENTALE - CLASSE LM-75 - Corso di Laurea Magistrale Biennale
2218 - ARCHEOLOGIA (SEDE PA) - CLASSE LM-2 - Corso di Laurea Magistrale Biennale
2243 - ARCHITETTURA DEL PAESAGGIO - CLASSE LM-3 - Corso di Laurea Magistrale Biennale
2248 - ARCHITETTURA PER IL PROGETTO SOSTENIBILE DELL'ESISTENTE - CLASSE LM-4 - Corso di Laurea Magistrale Biennale
2196 - BIODIVERSITA' E BIOLOGIA AMBIENTALE - CLASSE LM-6 - Corso di Laurea Magistrale Biennale
2105 - BIOLOGIA MARINA - CLASSE LM-6 - Corso di Laurea Magistrale Biennale
2195 - BIOLOGIA MOLECOLARE E DELLA SALUTE - CLASSE LM-6 - Corso di Laurea Magistrale Biennale
2296 - BIOTECNOLOGIE INDUSTRIALI BIOMOLECOLARI - CLASSE LM-8 - Corso di Laurea Magistrale Biennale
2011 - BIOTECNOLOGIE MEDICHE E MEDICINA MOLECOLARE - CLASSE LM-9 - Corso di Laurea Magistrale Biennale
2159 - CHIMICA - CLASSE LM-54 - Corso di Laurea Magistrale Biennale
2215 - COMUNICAZIONE DEL PATRIMONIO CULTURALE - CLASSE LM-92 - Corso di Laurea Magistrale Biennale
2288 - COMUNICAZIONE PER L'ENOGASTRONOMIA - CLASSE LM-92 - Corso di Laurea Magistrale Biennale
2289 - COMUNICAZIONE PER L'ENOGASTRONOMIA - CLASSE LM/GASTR - Corso di Laurea Magistrale Biennale
2231 - COMUNICAZIONE PUBBLICA, D'IMPRESA E PUBBLICITÀ - CLASSE LM-59 - Corso di Laurea Magistrale Biennale
2232 - COOPERAZIONE, SVILUPPO E MIGRAZIONI - CLASSE LM-81 - Corso di Laurea Magistrale Biennale
2270 - DATA, ALGORITHMS, AND MACHINE INTELLIGENCE - CLASSE LM-18 - Corso di Laurea Magistrale Biennale
2212 - DESIGN E CULTURA DEL TERRITORIO - CLASSE LM-12 - Corso di Laurea Magistrale Biennale
2299 - DIGITAL HUMANITIES PER L'INDUSTRIA CULTURALE - CLASSE LM-43 - Corso di Laurea Magistrale Biennale

Select the Degree Programme from the full list

1.6 Once you did that, you must write your application letter and attach your valid personal documents. Be sure to click on the number of your MSc Admission Request Form for International Students to complete the procedure.


Student's Portal

HOME > Student's Portal

New Enrolment Record 2024/2025 : **Step 2/9: Select Degree Programme**

Select Degree Programme

Attention, please! To create and compile this pre-enrollment/enrollment application form, your new MSc Admission Request Form for International Students N.3388168 must be approved by the Coordinator Professor of the selected study course [redacted] Corso di Laurea Magistrale Biennale | Master's Degree: make sure you have confirmed this request into "Applications/My Application Forms" menu link.

 Fields marked with * are mandatory

Complete the Enrolment Application Form

Application Form Type

Domanda di Immatricolazione ad un Corso di Laurea/Corso di Laurea Magistrale | Enrolment Bachelor's Degree/Master's Degree Application

Select Degree Programme

Degree Programme Type *

Corso di Laurea Magistrale Biennale | Master's Degree

Degree Programme *

MSc Admission Request Form for International Students

→3388168 

1.7 Complete your eligibility request with all the information needed. Be aware to attach all the requested documents. Then confirm your request.

Eligibility Request for Non-EU Students

Eligibility Request : **Step 1/1: Course Selection and Attachments**

Information about the course

Select The Course *

HERE YOU SHOULD FIND THE COURSE YOU'VE ALREADY SELECTED DURING YOUR APPLICATION.

Attached Documentation

Briefly describe your request (Motivational Letter)

WRITE DOWN YOUR MOTIVATIONAL LETTER.

Attachment Type *

ATTACH THE REQUIRED DOCUMENTS.

File *

Scegli file Nessun file selezionato

Attach

Attachment Type *

Valid Passport (pdf)

Valid Passport (pdf)

Passport Photos (pdf)

Transcript Of Records (pdf)

Bachelor Degree (pdf)

Curriculum Vitae (pdf)

Language Certification (pdf)

Additional Degree or certification 1 (Optional) (pdf)

Additional Degree or certification 2 (Optional) (pdf)

THOSE ARE THE ONES YOU NEED TO ATTACH TO YOUR REQUEST.

Confirm

1.7 Now you just need to wait for your Course Coordinator Professor to approve your request.