

Enrolment in the PhD programs
University of Cagliari
XXXI cycle - Academic Year 2015/2016

In order to enrol, candidates must first fill the online enrolment form available at the web site

<https://webstudenti.unica.it/esse3/Start.do>

FROM 21ST SEPTEMBER 2015 UNTIL TO 26TH SEPTEMBER 2015

print it, sign, and then deliver (on Monday, Wednesday, Friday, from 9:00 a.m. to 12:00 a.m) or send it by registered letter with advice of receipt or equivalent system to Segreteria post lauream - Settore Dottorati e Master Università degli Studi di Cagliari, Via San Giorgio n. 12 - ex Clinica Aresu - 09124 Cagliari, Italy

Along with the signed enrolment application form, the following documents must be delivered:

- receipt of the payment of € 21,50 for insurance and revenue tax;
- copy of a valid identity document;
- signed self-certification filled out

Documents must be delivered

WITHIN 2ND OCTOBER 2015

In case any problem related to the online enrolment procedure would occur, please email Settore dottorati e master immediately (dottoratiemaster@unica.it). This will stand-by your procedure until any technical problem will be solved.

Consider the deadline 26th September 2015: any request of assistance sent later will not be considered.

Only those candidates that are “AMMESSI”/“ADMITTED” can enrol.

If they do not complete their enrolment within the deadline will automatically be considered as withdrawn and the next candidate(s) in the ranking list will take their place; the University office will inform by email the next ranked candidates “IDONEO NON VINCITORE”/“ ELIGIBLE NOT WINNERS” and invite them to enrol within the deadline specified in the email.

Enrolment of candidates with a foreign academic degree

In order to enrol, candidates holding a foreign academic degree must provide the following documents along with the ones listed above to the Segreteria post lauream- Settore Dottorati e Master, Università degli Studi di Cagliari via San Giorgio n. 12 - ex Clinica Aresu - 09124 CAGLIARI:

1. original of their degree or legalized copy;
2. [legalized translation](#) into Italian of their degree in original;
3. original declaration of validity (*dichiarazione di valore in loco*) of the foreign degree issued by the competent Italian diplomatic representative in the Country where the academic qualification has been achieved (<http://www.cimea.it/default.aspx?IDC=128>).

In case of impossibility to respect the abovementioned deadline, candidates should deliver the last 3 documents within a new deadline set in accordance with the office “Settore dottorati e master” (send an e-mail to dottoratiemaster@unica.it).

The payment of € 21,50 may be completed within 28th September 2015.

At the end of the online enrolment procedure the system generates a notice of payment (“MAV”) of the fee of € 21,50 related to insurance coverage (€ 5,50) and revenue tax (€ 16,00) that must be paid by foreign candidates exclusively by bank transfer made out to Università degli Studi di Cagliari - via Università, 40, 09124 Cagliari - IBAN IT51T0101504800000000043280

Deadline for submission of the above documents: 2nd October 2015

Students who do not complete their enrolment within the deadline will automatically be considered as withdrawn and the next candidate(s) in the ranking list shall take their place; the University office will inform by email the next ranked candidates and invite them to enroll within a new deadline set by the office “Settore dottorati e master”.

RECOURSE TO THE T.A.R IS ADMITTED WITHIN 60 DAYS WITH EFFECT FROM 21TH SEPTEMBER 2015.

RECOURSE TO THE PRESIDENT OF THE REPUBLIC IS ADMITTED WITHIN 120 DAYS WITH EFFECT FROM 21TH SEPTEMBER 2015.