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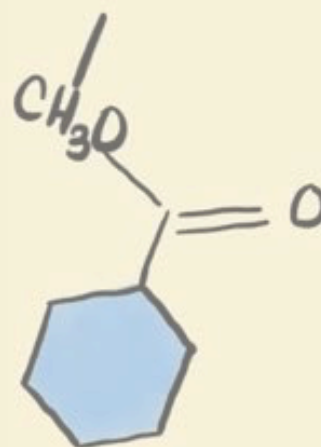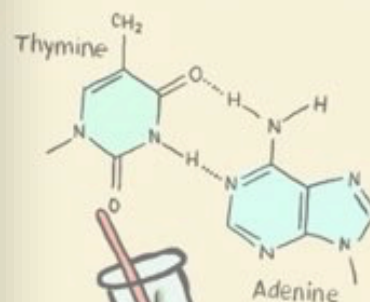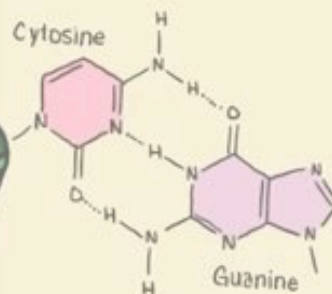
Academic Year: 2025/2026

TORVERGATA University

This file is translated into English

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MACROAREA OF MATHEMATICAL, PHYSICAL, AND NATURAL SCIENCES AND THE FACULTY OF MEDICINE AND SURGERY

Department of Biology
NOTICE OF COMPETITION FOR ADMISSION TO THE SINGLE-CYCLE MASTER'S DEGREE PROGRAM IN ENGLISH
"PHARMACY"

Class LM-13 (D.M. 270/2004)
Academic Year 2025/2026

Table of Contents

Note:
 • Terms referring to individuals in the text are expressed in masculine form solely for readability purposes but apply equally to all genders.

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ARTICLE 01

Available Places and Selection Rounds

- For the academic year 2025/2026, the selection for admission to the first year of the Master's Degree Program in Pharmacy (Single Cycle) in English is announced at the University of Rome "Tor Vergata" for a total of 80 places, divided as follows:
- a) 60 places for Italian citizens, EU citizens, and non-EU citizens legally residing in Italy as per Article 26 of Law no. 189/2002;
- b) 20 places reserved for non-EU citizens residing abroad who require a visa.

- The number of places is determined in accordance with Article 2 of Law 02/08/1999 no. 264.

- The selection will take place in two rounds. The total number of places available for the Master's Degree program is divided as follows:
- FIRST ROUND: 40 places, of which 10 places are reserved for non-EU citizens residing abroad.
- SECOND ROUND: 40 places, of which 10 places are reserved for non-EU citizens residing abroad, in addition to any places that may become available following the outcome of the first round for each category.

NOTE:
- For the application deadlines for the selections, the methods of conducting the selections, and their structure, refer to Articles 3 and 4.
- Compliance with the deadlines and procedures outlined in this notice is essential for registration in the selection and subsequent enrollment.
- Only after being declared winners of the selection procedure as per Article 4, can candidates pre-enroll/enroll by following the instructions in Articles 8 and 9.

- The program is hosted by the Department of Biology within the Macroarea of Mathematical, Physical, and Natural Sciences, and the start of classes is scheduled for October 13, 2025. Attendance at lessons and laboratory activities is mandatory.
- The official language of the program is English.

ARTICLE 02

- **Requirements for Participation in the Selection**

- **The following can participate in the selection referred to in this competition notice: Italian citizens, EU citizens, and non-EU citizens legally residing in Italy as per Article 26 of Law no. 189/2002, as well as foreign/international citizens requiring a visa.**

- **For admission, possession of a high school diploma (secondary education of the second level) or another qualification obtained abroad, recognized as suitable under current regulations, or a foreign qualification considered valid for admission to university courses activated at Italian universities (see Article 12 of this notice), is required.**

- **Students enrolled in the final year of Italian high schools or the final year of a non-Italian secondary education institute that awards a qualification considered valid for admission to university courses activated at Italian universities, who expect to obtain the qualification by the deadlines for enrollment specified in the notice for each selection round, can also participate in the selection.**

- **It is also a necessary requirement for participation in the selection to have a good knowledge of the English language, which will be verified through an oral interview as described in Article 4.**

ARTICLE 03

Admission Procedure and How to Participate in the Selection

To participate in the selection referred to in this competition notice, candidates who meet the requirements outlined in the previous Article 2 must submit their application for selection on the University's online services portal Delphi: http://delphi.uniroma2.it during the following periods:
 • FIRST ROUND: From January 20, 2025, to March 5, 2025.
 • SECOND ROUND: From April 2, 2025, to July 2, 2025.

Each candidate may participate in all selection rounds by submitting a specific application for each round through the University's online services portal Delphi using the following procedure:
1.Access the University's online services portal: http://delphi.uniroma2.it.
2. Select "Student Area," Button 1 > "Registration for Admission Tests" >
a. "Fill out the application" > check the box "I declare that I have read the privacy policy" > select "Faculty of Mathematical, Physical, and Natural Sciences."

Subsequently:
 • Italian, EU, and non-EU students legally residing in Italy must select the chosen course > "non-reserved places" (*).
 • Non-EU students residing abroad who require a visa must select the chosen course > "foreign citizens residing abroad requesting a visa."
 3. Fill out the application by entering all the required data (N.B. enter "first name" and "surname" exactly as shown in the passport or another valid identification document):
 • All candidates must upload a valid identification document.
 • Non-EU candidates legally residing in Italy must also:
 • Upload a valid residence permit. If expired, upload the expired permit and the renewal request.
 • Declare whether they are enrolled at our or another Italian university, specifying if they are attending a degree program or a single course (**).

 4. At the end of the application process, the system will generate the application for selection and a payment slip with a CTRL code.
N.B.: The application will also issue a Tax Code (Codice Fiscale) for international students not residing in Italy.

ARTICLE 03

5. Print the application (to be kept) and the €30 payment slip for the participation fee.

6. Pay the participation fee using the PagoPA system, which allows payment through various physical or online channels. Further payment information is available at <u>this link</u>.

• It is possible to modify the entered data and uploaded attachments during this phase by accessing the DELPHI system: <u>https://delphi.uniroma2.it/totem/jsp/homeStudenti.jsp</u>, selecting "Student Area" > 1. "Registration for Admission Tests" > b. "Have you already completed the application?" > "Modify Application."

7. Reconnect to the Delphi online services portal <u>https://delphi.uniroma2.it/totem/jsp/homeStudenti.jsp</u>, selecting "Student Area" > 1. "Registration for Admission Tests" > b. "Have you already completed the application?" > Enter the required data and proceed with payment validation. A protocol number will be assigned to each candidate upon validation.

(*) () IMPORTANT**: Students residing in Italy with a residence permit for study purposes obtained for enrollment in single courses can participate in the selection as candidates equivalent to EU citizens. If ranked successfully, they can enroll only if the following requirements are met:

• The single course must be related to or a prerequisite for the Master's Degree in Pharmacy mentioned in this notice.

• The single course must have been successfully completed by the enrollment deadline specified for each selection round.

In the absence of one of the above requirements, the candidate will not be able to enroll. For further information, refer to Article 12 and the Student Guide for the academic year 2025/2026.

NOTES:

• It is absolutely essential, under penalty of exclusion, to complete both payment and online payment validation within the deadlines mentioned above to complete the registration process and participate in the selection.

• After validation, it will no longer be possible to modify the registration application.

• The €30 participation fee is non-refundable under any circumstances.

ARTICLE 03

Exemptions:
 • Students with disabilities of 66% or more or those recognized under Article 3, paragraph 1 of Law February 5, 1992, no. 104 (the disability condition must be indicated in the application). These candidates, exempt from the participation fee, must still validate the zero-amount payment slip using the CTRL and AUTH codes automatically assigned by the system, as shown in the application form.

The University reserves the right to verify the truthfulness of the declarations made, under penalty of exclusion from the courses.

ARTICLE 04

Admission Test, Contents, and Evaluation Criteria

The selection aims to assess the candidate's initial preparation and aptitude for the subjects of the program mentioned in this notice (pursuant to Article 6, paragraph 1, of D.M. 270/2004), as well as an adequate command of the English language as indicated in Article 5 of the Regulations of the Master's Degree Program in Pharmacy.

The admission test for the Master's Degree Program in Pharmacy consists of two evaluation phases:

a) Written Test: Consists of solving 60 multiple-choice questions aimed at assessing knowledge in high school subjects such as Mathematics, Physics, Chemistry, and Biology, as well as general knowledge. The test will be conducted in English.

b) Oral Test: Aims to verify English language proficiency and assess preparation in high school subjects such as Mathematics, Physics, Chemistry, and Biology, as well as general knowledge.

Test Schedule
 • FIRST ROUND:
 • Application deadline: Wednesday, March 5, 2025.
 • Written test: Wednesday, March 19, 2025, at 8:30 a.m.
 • Oral test: Wednesday, March 19, 2025, at 2:30 p.m.
 • SECOND ROUND:
 • Application deadline: Wednesday, July 2, 2025.
 • Written test: Wednesday, July 9, 2025, at 8:30 a.m.
 • Oral test: Wednesday, July 9, 2025, at 2:30 p.m.

The written test (multiple-choice questions) will take place on the above dates at the Department of Biology of the Macroarea of Mathematical, Physical, and Natural Sciences, Via della Ricerca Scientifica n. 1 – 00133 Rome, starting at 9:30 a.m. in classrooms 1, 2, and 4 of building PP1.

ARTICLE 04

-Candidates are required to arrive at 8:30 a.m. on the same day for identification procedures, following an alphabetical order that will be published on the Pharmacy program website (https://farmacia.uniroma2.it/) after the application deadline.

A maximum time of 90 minutes will be allocated for the test.

The oral test will take place after the correction of the written test, starting at 2:30 p.m., and, if necessary, may continue the next day. Only candidates who achieve the minimum required score in the written test will be admitted to the oral test.

Evaluation Criteria
The scores from the written and oral tests will be considered by the Commission to form the merit ranking, as outlined in Article 6.

The evaluation is based on a scale of 80 points:
 • Up to 60 points for the written test (minimum score to access the oral test: 24/60).
 • Scoring:
 • Correct answer: 1 point.
 • Incorrect or unanswered: 0 points.
 • Up to 20 points for the oral test in English (minimum score to pass: 10/20).

IMPORTANT:
All candidates must bring a valid identification document/passport already uploaded during the application phase on Delphi and the €30 payment receipt on the day of the test. Additionally:
 • Non-EU candidates legally residing in Italy must present a copy of a valid residence permit; if expired, a copy of the expired permit and the renewal request must be provided.

ARTICLE 04

• **Non-EU candidates residing abroad and requiring a study visa must present a copy of the pre-enrollment application submitted through the Universitaly portal (https://www.universitaly.it/), which must be completed by:**
 • **March 5, 2025, for candidates participating in the first round.**
 • **July 2, 2025, for candidates participating in the second round.**

Candidates are prohibited from bringing bags, folders, mobile phones, smartphones, notes, manuscripts, books, or publications into the test room. Any other materials are also prohibited unless otherwise specified by the Commission.

The use of scientific calculators is allowed, provided they do not require an electrical or wireless connection.

During the admission test, candidates are not allowed to communicate with each other or interact with anyone other than the supervisors or Commission members.

ARTICLE 05

Appointment of the Examination Commission and the Administrative Officer

The Examination Commission responsible for the selection process is appointed by the Rector through a specific decree, based on a proposal from the Director of the Department of Biology.

The administrative officer responsible for the procedure, as defined under Article 4 of Law 241/90, is Dr. Antonella Mariucci, Head of the Student Office for the Area of Mathematical, Physical, and Natural Sciences.

The site manager is the Coordinator of the Single-Cycle Master's Degree Program in Pharmacy (English Language), Professor Laura Di Renzo.

ARTICLE 06

Merit Rankings

For each selection round, the General Merit Ranking will be published on the university's website at http://web.uniroma2.it under Offerta Formativa (Educational Offer) > select the Single-Cycle Master's Degree Program of interest. It will also be available on the Macroarea of Sciences website at http://www.scienze.uniroma2.it and the Pharmacy program website at https://farmacia.uniroma2.it on the dates indicated. The publication of the rankings serves as the official communication of the results. No other form of communication regarding the merit rankings or subsequent rankings will be provided.

Note: Specific rankings will be created for non-EU citizens residing abroad who require a student visa.

Merit Ranking Criteria:

The rankings will be formulated and approved by the Commission, including only candidates who:
 • Have correctly registered for the selection process by the deadlines specified (see Article 3).
 • Have passed the written test with a score of 24/60 or higher.
 • Have subsequently passed the oral interview with a score of 10/20 or higher.

The rankings will be based on the total score achieved in the written test and the oral interview. Candidates who score 34/80 or higher (the sum of the minimum scores for both tests) will be deemed eligible.

In the case of a tie in scores, priority will be given to the candidate with the higher score on the written test. If the tie persists, the younger candidate will prevail.

ARTICLE 06

First Round:

40 seats, including 10 seats reserved for non-EU citizens residing abroad:
 • Publication of the General Merit Ranking: Starting Thursday, March 27, 2025.
 • Pre-enrollment Deadline (see Article 8): By Wednesday, July 2, 2025.
 • Enrollment Deadline (see Article 9): By Friday, August 29, 2025.

Candidates who win the competition in the first selection round must complete the pre-enrollment procedure and subsequently the enrollment procedure by the above deadlines, following the steps outlined in Articles 8 and 9. Candidates who fail to meet these deadlines will be considered as having forfeited their place, and the vacant seats will be made available for the second selection round.

Note: There will be no ranking adjustments for the first selection round.

Second Round:

40 seats, including 10 seats reserved for non-EU citizens residing abroad, plus any seats that remain vacant after the first round for each category:
 • Publication of the General Merit Ranking: Starting Thursday, July 17, 2025.
 • Enrollment Deadlines:
 • Submission of the enrollment application on Delphi: By Friday, August 22, 2025.
 • Payment of the first installment: By Friday, August 29, 2025.

Candidates who are admitted in the second selection round must directly complete the enrollment procedure by the above deadlines, following the steps described in Article 9. Candidates who fail to meet these deadlines will be considered as having forfeited their place, and the vacant seats will be made available for the subsequent ranking adjustments.

ARTICLE 07

Supplementary Rankings (Second Selection Round)

If, among the candidates declared winners in the Second Selection Round, there are individuals who forfeit their places, supplementary rankings will be published on the following dates:

First Supplementary Ranking

• Publication Date: Starting Thursday, September 4, 2025
• Enrollment Deadlines:
 • Submission of the enrollment application on Delphi: By Wednesday, September 10, 2025
 • Payment of the first installment: By Monday, September 15, 2025

Second Supplementary Ranking

• Publication Date: Starting Thursday, September 18, 2025
 • Enrollment Deadlines:
 • Submission of the enrollment application on Delphi: By Wednesday, September 24, 2025
 • Payment of the first installment: By Monday, September 29, 2025

If, after the enrollment deadlines for the second supplementary ranking, there are still forfeitures, a Notice will be published on the institutional websites of the University, the Macroarea of Sciences, and the Single-Cycle Master's Degree Program in Pharmacy. This notice will provide information on the procedure to follow for filling the remaining available places and the corresponding enrollment deadlines.

ARTICLE 08

This excerpt outlines the pre-enrollment (pre-immatricolazione) and enrollment (immatricolazione) procedures for the Master's Degree program in Pharmacy at Tor Vergata University in Rome for the academic year 2025/2026. Here's a summary:

Key Steps for Pre-Enrollment (Deadline: July 2, 2025):

1. Access the Online Platform:
• Visit https://delphi.uniroma2.it.
• Navigate to Area Studenti > Button 2 "Pre-immatricolazione" > Button a "compila la domanda."

2. Fill Out the Pre-Enrollment Form:
• Enter the required information as guided by the system.
• Keep your CTRL identification code and Tax Code (Codice Fiscale) for future reference.

3. Pay the Pre-Enrollment Fee (€156):
• Payment should be made via the PagoPA system (detailed information is available here).
• The fee includes:
• €16 for administrative costs (non-refundable).
•€140 for the regional tax for the right to study (convertible upon enrollment).

4. Validate Your Payment:
• After paying, go back to the platform: delphi.uniroma2.it > Area Studenti > Button 2 "Pre-immatricolazione" > Button b "hai già compilato la domanda."

Important Notes:
• Failure to complete these steps by July 2, 2025, will result in forfeiture of your spot.
• The €156 fee is non-refundable, except for the regional tax if you qualify under specific scholarships (e.g., LazioDiSco).

ARTICLE 08

Enrollment Procedure (Deadline: August 29, 2025):
 • **The details for this step are specified in Article 9, which will guide the full enrollment process after pre-enrollment is completed.**

Critical Points to Remember:

 1. **Deadlines Are Mandatory: Missing the deadlines will result in disqualification.**
 2. **Fee Conversion: The pre-enrollment fee will count towards your first tuition installment during final enrollment.**
 3. **Scholarships: The regional tax (€140) can be refunded for students eligible for DiSCo scholarships, handled by LazioDiSco.**

ARTICLE 09

This section provides the details for the enrollment procedure (immatricolazione) for the Master's Degree program in Pharmacy at Tor Vergata University, following the pre-enrollment phase. Here's a summary and breakdown:

Steps for Enrollment (Immatricolazione):

First Selection Round:

• After Pre-enrollment:
Pre-enrollment must have been completed by July 2, 2025.

• Confirm Pre-enrollment (July 17, 2025 - August 29, 2025):

1. Access the online platform at <u>https://delphi.uniroma2.it</u>.

2. Navigate to Area Studenti > Button 2 "Pre-immatricolazione" > Button b "hai già compilato la domanda."

3. Enter your Tax Code (CF) and CTRL code from the pre-enrollment process.

4. Select "Modifica domanda di pre-immatricolazione" to:

• Add your diploma grade (if missing).
• Enter your entry date into the university system.

5. Click "Conferma pre-immatricolazione."

• For International Students with Foreign Qualifications:
• Upload all required documents to the platform.
• Await validation by the International Students Office to receive your student ID number (matricola).

ARTICLE 09

Second Selection Round:

• **By August 22, 2025:**
• **Fill out the enrollment application via the Delphi portal.**

• **By August 29, 2025:**
• **Pay and validate the first tuition installment (€156):**
• **€140 (regional tax for the right to study).**
• **€16 (stamp duty/marca da bollo).**

Ranking Adjustments (Scorrimenti di Graduatoria):

If additional spots open up, candidates can enroll in subsequent rounds:

1. **First Adjustment Round:**
• **Submit the enrollment application by September 10, 2025.**
• **Pay and validate the tuition fee by September 15, 2025.**

2. **Second Adjustment Round:**
• **Submit the enrollment application by September 24, 2025.**
• **Pay and validate the tuition fee by September 29, 2025.**

Important Notes:

1. **Non-Compliance:**
• **Failing to meet the deadlines will result in losing your place in the program.**

2. **Changes to Procedures:**
• **Any updates or modifications will be announced alongside the publication of the merit rankings on the university's official websites.**

3. **International and Visa Applicants:**
• **Refer to Article 12 of the admission notice for specific requirements for candidates with foreign qualifications or those requiring a visa.**

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ARTICLE 10

The information about tuition fees and contributions, including their calculation, deadlines, and payment methods, will be detailed in the Student Guide (Guida dello Studente) 2025/2026, which will be available on the following university portals:
• <u>University of Rome Tor Vergata Main Portal</u>
• <u>Student Services Portal</u>

Key Details to Expect in the Guide:

1. Tuition and Contribution Calculations:
• Explanation of how tuition fees are determined (e.g., based on income brackets or other factors).

2. Payment Deadlines and Methods:
• Detailed timelines for tuition payments.
• Step-by-step instructions for using the PagoPA system for fee payment.

3. Exemptions and Reductions:
• Full or partial exemptions for eligible students.
• Specific conditions for scholarship holders or those meeting certain financial or academic criteria.

Next Steps:
• Keep an eye on the Student Guide 2025/2026 publication.
• Review it carefully to understand how much you'll need to pay and whether you qualify for exemptions or reductions.

Let me know if you'd like assistance navigating the guide or determining your eligibility for any exemptions once it's released!

ARTICLE 10

Payment of Tuition Fees and University Contributions
All information regarding the calculation of tuition fees and contributions, along with the related deadlines and payment methods, will be available in the 2025/2026 Student Guide, published on the university portals:
• **http://web.uniroma2.it/**
• **http://studenti.uniroma2.it/.**

The guide will also detail all the possibilities for total or partial exemption from the payment of fees and contributions.

ARTICLE 11

Transfers, Course Changes, and Course Abbreviations

Admission through the procedure outlined in this call for applications is also required for the following cases:

a. Students enrolled at other universities who wish to request a transfer.
b. Students enrolled at the "Tor Vergata" University who wish to request a change of course.
 • These students, after being successfully placed on the ranking list as "admitted," must submit their request for transfer or course change within the deadlines set for enrollment, as outlined in Annex 1 of this call for applications.
c. Students wishing to request a course abbreviation because they are already graduates or have completed partial studies in other degree programs or at other universities (including foreign institutions).
 • In this case, the student must complete the standard enrollment procedure and then submit a written request to the Student Office, along with proper documentation of exams taken and course syllabi. The syllabi must be officially validated by the respective academic institution.

Important Note:
 • Admitted students who enroll following a request for a course change or transfer from another university and hold additional qualifications or academic studies completed at foreign universities must request recognition of these qualifications at the time of completing enrollment by submitting a specific application as indicated on the Pharmacy Degree Program website at:
https://farmacia.uniroma2.it/apply-transfer/transfers-course-abbreviations/
 • Requests for exam recognition or additional recognitions submitted at a later time will not be accepted.

ARTICLE 12

-Candidates with Foreign Qualifications and International Students Requiring a Visa

Foreign Qualification Requirements
• A final secondary school diploma obtained abroad, completed after at least 12 years of schooling, as required by ministerial procedures and related attachments.
• For further details on the validity of qualifications obtained abroad, refer to the ministerial procedures for the academic year 2025/26 available at: http://www.studiare-in-italia.it/studentistranieri/.
• Specifically, consult Annex 1 and Annex 2 for information on:
• U.S. qualifications.
• U.K. qualifications.
• Titles issued by ecclesiastical academic institutions in Italy approved by the Holy See.
• Italian qualifications obtained in frontier schools or Italian sections of foreign schools.
• International Baccalaureate qualifications.
• Qualifications from the Republic of San Marino, foreign schools operating in Italy, or European schools.

Important Notes:
• All students with a foreign qualification and international students requiring a visa, who have completed all the described procedures and have been admitted through the selection process, must complete enrollment within the deadlines specified in the call for applications.
• At the time of enrollment, foreign diplomas must be accompanied by the documentation listed at these links:

http://web.uniroma2.it/module/name/Content/newlang/italiano/navpath/STD/section_parent/6303

https://web.uniroma2.it/en/percorso/admissions/sezione/how_to_appl

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ARTICLE 12

University Autonomy on Documentation:
• According to Article 2 of Law 148/2002, universities have autonomy in determining the documentation required for enrollment. Therefore, the university reserves the right to request additional documentation if deemed necessary.

Preparation Advice:
• Students with foreign qualifications are advised to prepare the required study documents well in advance for enrollment.
• Check the closure periods of CIMEA (Italian ENIC-NARIC Centre) on their website: https://www.cimea.it/.

Irregular Documentation:
• If there are irregularities in the provided documentation related to the foreign qualification, the student's enrollment will be automatically canceled.

Visa Application Procedure
• Before enrollment, all international students residing abroad and requiring a visa must follow the procedure for submitting a "pre-enrollment application" through the Universitaly portal (https://www.universitaly.it/):
• Deadline for the first selection round: March 5, 2025.
• Deadline for the second selection round: July 2, 2025.

Steps for Visa Application:
1. Submit the pre-enrollment application on the Universitaly portal.
2. Wait for validation from the university.
3. Contact the relevant diplomatic representations to complete the necessary procedures.

Failure to comply with these procedures may result in issues obtaining a visa or completing enrollment.

ARTICLE 12

Important Note:

International students residing abroad and requiring a visa, who were enrolled in single courses at Tor Vergata University or other universities during the 2024/2025 academic year, must have passed at least one exam related to those single courses with a positive outcome by the enrollment deadline. These single courses must be relevant or complementary to the degree programs mentioned in this notice. The single course "English Language" will not be considered valid for enrollment purposes.

Completion of Enrollment Procedure

International students with a foreign qualification who have already completed the procedures outlined in Articles 9 and 10 must finalize their enrollment in person by November 5, 2025, at the following address:
International Students Office
Via Cracovia, 50 – 00133 ROMA – Building D, Floor 0, Room 1
Email: international.students@uniroma2.it

At this stage, enrollment will be validated, and the student ID number (matricola) will be assigned.

Non-EU Students with a Residence Permit

Non-EU students holding a valid residence permit and a qualification obtained at an Italian educational institution must complete their enrollment within the deadlines specified in the call for applications at the Student Office of the Faculty of Science (Scienze MM.FF.NN.). This office will verify the residence permit and assign the student ID number.

ARTICLE 13

Students with Disabilities or Specific Learning Disorders (DSA)

Declaration and Certification Submission

Students with a disability rate of 66% or higher, and/or those recognized as having a disability under Article 3, paragraphs 1 and 3 of Law no. 104 of February 5, 1992, and/or those diagnosed with Specific Learning Disorders (DSA) under Law no. 170/2010, may declare their condition during the registration process on Delphi (refer to Article 3 of this notice).

The following certifications must be submitted in PDF format via email to the CARIS Office at segreteria@caris.uniroma2.it:

• Civil disability certificates.
• Certifications of disability recognition (Law no. 104/92).

For Students Residing Abroad:

Students with disabilities or DSA residing in foreign countries must email their certification documents, scanned in PDF format, to segreteria@caris.uniroma2.it.

These documents must include a certified translation in Italian or English, provided by the competent Italian Embassy, attesting to the disability or DSA status.

Certification Review
• The CARIS Office will review the certifications and assess their validity.
• Candidates will be informed of the evaluation outcome via email.

Important Notes:
1. The university reserves the right to verify the authenticity of all declarations made.
2. False declarations or the use of falsified documents will result in penalties as outlined by the Italian Penal Code and related laws.

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ARTICLE 13

Exemption Requests and Services

• Upon enrollment, students seeking partial or total exemption from fees (where applicable) or access to services provided by CARIS must:

1. Tick the appropriate box during registration on Delphi.
2. Submit high-quality scanned copies of the certifications to CARIS via email at segreteria@caris.uniroma2.it.

All sensitive data will be securely stored by CARIS in compliance with current regulations.

Students with Disabilities (≥66%) or Specific Learning Disorders (DSA)

Exemptions for Students with Disabilities:

Students with a disability rate of 66% or higher or recognized as having a disability under Article 3, paragraphs 1 and 3 of Law no. 104 of February 5, 1992, are fully exempt from paying university tuition fees and contributions for enrollment.

These students must follow the same online enrollment procedure as all other students, self-certifying their disability in the enrollment application.

To complete the enrollment process, students must submit all documentation issued by the competent authorities certifying their disability to the CARIS Office via email: segreteria@caris.uniroma2.it.

Discounts for Students with Disabilities (46%-65%) or DSA:

Students with a recognized disability rate between 46% and 65% can request a 20% discount on the second installment of tuition fees, following the same procedure.
Students with a regular DSA certification can also request a 20% discount on the second installment of tuition fees, following the same procedure.

ARTICLE 13

Important Notes:

• Failure to present the required documentation or submission of invalid documentation will result in the student being required to pay the full tuition fees and contributions.
• During the academic program, requests for dispensatory measures and compensatory tools for courses or exams must be submitted as specific written requests to the CARIS Office.

DSA Certification Requirements:

The DSA certification must:

• Be issued by the National Health Service (Servizio Sanitario Nazionale) or, if applicable by regional regulations, by specialists or accredited facilities authorized to issue DSA certifications.
• Be detailed and explicit, including:
• Reference to nosographic codes.
• Explicit mention of DSA related to reading, writing, and/or calculation.
• Compliance with Law no. 170/2010, the Consensus Conference (Cc-ISS-2011), subsequent updates, and the 2012 State-Regions Conference, as adopted by individual regions.
• For the Lazio Region, consult the dedicated page on DSA - Salute Lazio.

Additional Resources:
• For more information and contacts, visit the CARIS website: www-2024.caris.uniroma2.it.

ARTICLE 15

-Useful Information

Educational Office for the Pharmacy Master's Degree Program (CdLM C.U.):
Address: Via della Ricerca Scientifica snc, 00133 Rome
Building PP1, 2nd floor
Phone: +39 06 7259 4074
Email: segreteria@farmacia.uniroma2.it
Website: https://farmacia.uniroma2.it/

Student Office for the Science Area:
Address: Via della Ricerca Scientifica, 1 – 00133 Rome
Office hours:
 • Monday, Wednesday, and Friday: 9:00 AM - 12:00 PM
 • Wednesday: 2:00 PM - 4:00 PM
A queue management system is available in the lobby outside the Student Office.
Video desk service available by appointment: https://prenotazioni.uniroma2.it/segreteria/
Email: segreteria-studenti@scienze.uniroma2.it
Website: https://segreteria.scienze.uniroma2.it/
Contact information: https://studenti.uniroma2.it/it_it/segreteria-studenti-scienze/

International Students Office:
Address: Via Cracovia 50, 00133 Rome (Building D, ground floor)
Office hours:
 • Monday, Wednesday, and Friday: 9:00 AM - 12:00 PM
 • Wednesday: 2:00 PM - 4:00 PM
Email: international.students@uniroma2.it, international.qualifications@uniroma2.it

Public Relations Office (URP):
Address: Via Cracovia 98, Building C - 1st floor
Office hours:
 • Monday: 9:00 AM - 1:00 PM
 • Wednesday: 9:00 AM - 1:00 PM and 2:00 PM - 4:00 PM
 • Friday: 9:00 AM - 1:00 PM
Email: relazioni.pubblico@uniroma2.it
Phone: +39 06 7259 2542 / 3091
Website: www.urp.uniroma2.it

"Call Tor Vergata" Service (Telephone Support):
Phone: +39 06 7259 3099
Availability:
 • Monday to Thursday: 9:00 AM - 1:00 PM and 2:00 PM - 5:00 PM
 • Friday: 9:00 AM - 1:00 PM

Welcome Office:
Address: Via Cracovia, 50 – 00133 Rome (Building C, 1st floor)
Visits by appointment: https://prenotazioni.uniroma2.it/welcome-office/
Website: https://web.uniroma2.it/it/percorso/futuri_studenti/sezione/accoglienza
Phone: +39 06 7259 2817 / 3234
Email: welcome@uniroma2.it

Students with Disabilities and DSA (CARIS):
Address: Teaching Building, School of Engineering – ground floor (Room L1) - Via del Politecnico, 1 - 00133, Rome
Phone: +39 06 7259 7483 / +39 06 2022876
Email: segreteria@caris.uniroma2.it
Appointments: Monday, Wednesday, Friday: 9:00 AM - 12:00 PM; Wednesday: 2:00 PM - 4:00 PM
 • Science Area Website: http://www.scienze.uniroma2.it/
 • University Portal: http://web.uniroma2.it/

The Rector
Prof. Nathan Levialdi Ghiron
(This document has been digitally signed in accordance with Legislative Decree 82/2005 as amended, and related regulations.)