

Procedure for submitting a an evaluation of the requirements for students from Sapienza Degree Courses (may be carried out starting from the day on which the call for applications 23/24 will be published)

If you are a graduate/undergraduate student at Sapienza, to submit an application for verification

of the requirements you will only have to download the appropriate payment slip from your infostud profile and make the payment by the deadlines (below you will find the instructions for generating the payment slip and the schedule). After you have made the payment, infostud will automatically send an application form with the list of exams you have taken to offices, which will notify you the outcome of the evaluation via email.

If you are a Sapienza student you will have to:

- connect to the web page <http://www.uniroma1.it/studenti> and access your profile on Infostud
- Click on **Corsi di Laurea**
- from the menu that opens on the left, select the Accesso ai corsi option
- Enter the Requirements Verification code indicated on the page
- <https://web.uniroma1.it/coris/didattica/iscrizioni/magistrale> - and in the call for applications confirm the email you provided when you registered, or enter a different one (this point is important as the result of the verification will be sent to your postal address email indicated by you/uploaded on Infostud)
- generate the payment slip to be paid via PagoPA (for further information on how to payment see the page - <https://www.uniroma1.it/it/pagina/come-pagare>)
- make the payment of the tuition fees within one of the following deadlines:
 - September 14, 2023
 - October 16, 2023
 - November 16, 2023
 - December 14, 2023
 - January 16, 2024 (this date is valid only for students coming from a of three-year degree course from Sapienza)

No further steps are required

You will receive the outcome of the evaluation via e-mail within a maximum of 15 days from deadlines indicated above (for example, for all applications received by 14 September 2023, the outcome will be communicated by 29 September 2023 etc.).

Please note: If you do not find the communication via email within the terms indicated above, we suggest you first check if there is a message coming from the address servizi.onLine@uniroma1.it the "spam" in your inbox, as it is possible that the communication of the outcome is classified by your box as junk mail.

If the evaluation does not include debts and you have already obtained a three-year degree, the Student Affairs Office will enable your Infostud profile and you can proceed with the enrollment.

If, on the other hand, the Commission has assessed that there are deficiencies in your curriculum, it will be necessary to recover any debt. You will enroll in [single courses](https://web.uniroma1.it/coris/didattica/corsi-singoli) (<https://web.uniroma1.it/coris/didattica/corsi-singoli>); instead if you are still enrolled in another

Sapienza degree course, you will be able to recover the debt by inserting supplementary exams in your study plan, according to the indications of one's own study regulations (either as an elective exam, or as an exam pursuant to art.6). In both cases, the assigned debts must be recovered at least 10 days before the deadlines for enrollment indicated in the [Student Regulations 2023/2024](https://www.uniroma1.it/it/pagina/regolamento-studenti) (<https://www.uniroma1.it/it/pagina/regolamento-studenti>). Once the debt has been recovered, at least 10 days before the enrollment deadlines indicated in the Sapienza Student Regulations 2023/2024 (<https://www.uniroma1.it/it/pagina/regolamento-studenti>), you will have to send to the Coris Student's Affairs Office (<https://web.uniroma1.it/coris/en/dipartimento/uffici-e-contatti/segreterie-e-sportelli>), via email to magistralicoris@uniroma1.it, the receipts of the exams of the recovered courses and you will be thus enabled to enrol. For example if the deadline indicated in the Regulation Students for the payment of tuition fees is 31 January 2024, the receipt of the exams of the recovered courses must be sent to the [Student's Affairs Office](https://web.uniroma1.it/coris/dipartimento/uffici-e-contatti/segreterie-e-sportelli) (<https://web.uniroma1.it/coris/dipartimento/uffici-e-contatti/segreterie-e-sportelli>) no later than 20 January 2024.

We also suggest you – if you are interested in registering and taking advantage of the exemptions/reductions income-related taxes - check on the [Sapienza website](https://www.uniroma1.it/) (<https://www.uniroma1.it/>) in the students / fees and contributions section, the deadline linked to the ISEE declaration for enrollments in the a.y. 2023/2024 which disregards the deadlines linked to debt recovery and the enrollment procedure.