

CALL FOR APPLICATIONS

ENGINEERING SCIENCES A.Y. 2022/2023

STEP BY STEP GUIDE DELPHI PORTAL

Dear Applicant,

Thank you for your interest in Engineering Sciences.

Please find in the following pages a step-by-step guide to support you in your application journey via Delphi.

Take your time to read each step carefully and make sure all the information provided is accurate.

We advise you to fill in and submit your application personally and to keep your credentials safe.

Due to the extreme high number of applications received, incomplete or incorrect applications will be deleted automatically without any further notice. So please make sure you double check your application before submitting it.

We hope you find this guide helpful and we look forward to receiving your application!

Best wishes, The Chairperson of the B.Sc in Engineering Sciences



Homepage Teacher Section Student Section 💵 😹 Delphi



AREA STUDENTI



STEP 1 of 32:

➢ Go to Delphi via the link below: https://delphi.uniroma2.it/ totem/jsp/homeStudenti.js p?language=EN

Click on section 1 **Application to** programmes taught in English



Homepage Teacher Section Student Section 💷 🚟 Delphi

AREA STUDENTI



STEP 2 of 32 :

Click on section A
 Start application
 procedures



Homepage Teacher Section Student Section 💷 🚟 Delphi

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STEP 3 of 32 :

Read the Privacy Policy

Agree to the Policy by ticking the box on the left hand side



LOGOUT

Delphi Versione: test

AREA STUDENTI

APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH: SELECT FACULTY

FACULTY OF ECONOMICS	0
FACULTY OF MEDICINE AND SURGERY	0
FACULTY OF MATHEMATICAL, PHYSICS AND NATURAL SC	



STEP 4 of 32 :

Select the Faculty of Engineering







STEP 5 of 32 :

Select the Procedure that applies to you





STEP 6 of 32 :

Select the option that applies to you



PLEASE READ THIS INFORMATION EXTREMELY CAREFULLY

		LOGOUT Delphi Westown: Exec AREA STUDENTI
	APPLICATION PERSON	TO PROGRAMMES TAUGHT IN ENGLISH: IAL INFORMATION REGISTRATION
k73 - Engineering :	SCIENCES	
SACHELOR'S DEGREE		
SACHELORN DEGREE		
All candidates mus	t read carefully the (Call for Applications and the Step-by-Step Guide available on our website.
All candidates mus Incorrect data and	t read carefully the C wrong files uploaded	Call for Applications and the Step-by-Step Guide available on our website. I will determine the immediate deletion of your application. All applicants
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All candidates mus incorrect data and must complete per provided in their a RAME: * UURNAME: * UURNAME: * EXX: * TITIZENSHIP: *	t read carefully the 0 wrong files uploaded sonally their applicat pplication.	Call for Applications and the Step-by-Step Guide available on our website. d will determine the immediate deletion of your application. All applicants tion and make sure they have daily access to their personal email address

STEP 7 of 32 :

Fill in with your personal details

DOUBLE CHECK the spelling of your name and surname





STEP 8 of 32 :

Fill in with your personal details

DOUBLE CHECK your date of birth

MAKE SURE the email address is valid and that you have regular access to it



UNIVERSITÀ DEGLI STUDI DI ROMA TOR VERGATA Delphi Versione: test LOGOUT

AREA STUDENTI



APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH: PERSONAL INFORMATION REGISTRATION

	PERMANENT RESIDENCE							
ADDR (PLEA	RESS: * ASE INCLUDE STREET, SQUARE,)	CALLE LEON DE IRAETA 2:						
STATE (SELE	E/PROVINCE: * ECT EE FOR FOREIGN COUNTRY)	EE V						
COUN	ITRY: *	ARGENTINA 🗸						
FORE	IGN CITY *	Buenos Aires						
ZIP C	ODE: *	25896						
TELE	PHONE NUMBER:							

Fields marked with * are mandatory.

BACK NEXT

STEP 9 of 32 :

Fill in with your personal details

DOUBLE CHECK your spellings





STEP 10 of 32 :

Should this apply to you, please select accordingly

Should this not apply to you, leave the spaces blank



LOGOUT AREA STUDENTI



APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:





STEP 11 of 32 :

Click Enter to upload your CV

REMEMBER, you must use the format given in the Call for Applications. CVs sent with other formats will be ignored



UNIVERSI	TÀ DEGLI STUDI DI ROMA TOR VERGATA
PLE	ASE FILL IN / UPLOAD THE FOLLOWING DOCUMENT
	CURRICULUM * Scegli file PROVA DOCN DELPHI.pdf
	Fields marked with * are mandatory.
	BACK ADD

STEP 12 of 32 :

Click on Scegli file to upload your CV in PDF format

Click Add



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APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:

CURRICULUM VITAE		
HIGH-SCHOOL DIPLOMA		
HIGH SCHOOL DIPLOMA	ENTER	
PASSPORT		
PASSPORT (ID CARD FOR EU APPLICANTS)	ENTER	
CERTIFICATO CONOSCENZA LINGUA INGL	ESE	
ENGLISH LANGUAGE CERTIFICATE	ENTER	

CURRICULUM VITAE Curriculum PROVA DOCUMENTO TEST APPLICATION DELPHI.pdf DELETE BACK NEXT	Student Record:									
Curriculum PROVA DOCUMENTO TEST APPLICATION DELPHI.pdf DELETE BACK NEXT	CURRICULUM VITAE									
PROVA DOCUMENTO TEST APPLICATION DELPHI.pdf DELETE	Curriculum									
BACK	PROVA DOCUMENTO TEST APPLICATION DELPHI.pdf	DELETE								
	BACK									

STEP 13 of 32 :

Click Enter to upload your High School Diploma or most recent School Transcript





STEP 14 of 32 :

Fill in all mandatory sections

Click Add





			HI	GH SCH	IOOL D	IPLOMA		
Type of High School Diploma	Total number of education years	Nationality	Granted	Final grade	Date	PDF High School Diploma	PDF Grades transcript obtained in the last entire attended school year	
SCIENCES SCHOOL	12	ARGENTINA	NO				PROVA DOCUMENTO TEST APPLICATION DELPHI.pdf	DELETE

CURRICULUM VITAE Curriculum PROVA DOCUMENTO TEST APPLICATION DELPHI.pdf

STEP 15 of 32 :

Click Enter to upload your passport or ID card

MAKE SURE all your personal details and profile picture are clearly legible



UNIVERSITÀ	DEGLI STUDI DI ROMA TOR VERGATA	
PLEASE	FILL IN / UPLOAD THE FOLLOWING DOCUMENT	
	COPY OF PASSPORT * Scegli file PROVA DOCN DELPHI.pdf upload a pdf copy of your passport (or in card for EU applicant)	
	BACK ADD	

<u>STEP 16 of 32 :</u>

Click on Scegli file to upload your passport or ID card in PDF format

Click Add



LOGOUT AREA STUDENTI Delphi Versione: test

APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:



HIGH SCHOOL DIPLOMA									
Type of High School Diploma	Total number of education years	Nationality	Granted	Final grade	Date	PDF High School Diploma	PDF Grades transcript obtained in the last entire attended school year		
SCIENCES SCHOOL	12	ARGENTINA	NO				PROVA DOCUMENTO TEST APPLICATION DELPHI.pdf	DELETE	

STEP 17 of 32 :

Click Enter to upload your Language Certificate



LOGOUT

Delphi Versione: test

PLEASE FILL IN / UPLOAD THE FOLLOWING DOCUMENT

CERTIFICATE NAME "	ielts
ame of certification of knowle	edge of English (ex. IELTS, TOEFL, etc.)
DATE *	26/06/2019
ate of issuance of certification	n
COPY OF CERTIFICATION *	Scegli file PROVA DOC N DELPHI.pdf
	ion of knowledge of English

STEP 18 of 32 :

- Fill in the fields required
- Click on Scegli file to upload your Language Certificate in PDF format

Click Add



LOGOUT AREA STUDENTI

APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:



Student Record:	
PASSPORT (ID CARD FOR EU APPLIC	ANTS)
Copy of passport	
PROVA DOCUMENTO TEST APPLICATION DELPHI.pdf	DELETE

	HIGH SCHOOL DIPLOMA									
Type of High School Diploma	Total number of education years	Nationality	Granted	Final grade	Date	PDF High School Diploma	PDF Grades transcript obtained in the last entire attended school year			
SCIENCES SCHOOL	12	ARGENTINA	NO				PROVA DOCUMENTO TEST APPLICATION DELPHI.pdf	DELETE		

ENGLISH LANGUAGE CERTIFICATE				
Certificate name	Date	Copy of certification		
ielts	26/06/2019	PROVA DOCUMENTO TEST APPLICATION DELPHI.pdf	DELETE	

CURRICULUM VITAE		
Curriculum		
PROVA DOCUMENTO TEST APPLICATION DELPHI.pdf	DELETE	



STEP 19 of 32:

Click Next to proceed with your application



UNIVERSITÀ DEGLI STUDI DI ROMA TOR VERGATA
AREA STUDENTI
Select the non-compulsory documents that you intend to fill in / upload:
RequirementsYESNOADDITIONAL TITLESOO
BACK NEXT

STEP 20 of 32 :

- If you wish to upload additional documents select YES and continue
- Alternatively, select NO and click Next to proceed with your application



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APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:

Choose NEXT to continue or BACK to add other optional requirements choosing YES in the menu proposed

Student Record:



STEP 21 of 32 :

Click Next to proceed with your application



LOGOUT AREA STUDENTI



APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH: HOW DID YOU FIND US?

STUDYPORTALS

EDUCATIONAL FAIR IN YOUR COUNTRY

PRESENTATION (PLEASE WRITE HERE WHERE IT TOOK PLACE)

PORTE APERTE AT TOR VERGATA

FACEBOOK

GOOGLE

MYCAMP

O I PREVIOUSLY ATTENDED A COURSE AT THE UNIVERSITY OF TOR VERGATA

O PROFESSOR AT TOR VERGATA

O STUDENT AT TOR VERGATA

AGENT (PLEASE WRITE THE NAME OF THE AGENCY)

OTHER (PLEASE SPECIFY)

BACK NEXT

STEP 22 of 32 :

Complete accordingly



LOGOUT AREA STUDENTI

CHECK CAREFULLY THAT ALL ENTERED DATA IS CORRECT.

IF CORRECT, CLICK THE BUTTON "CONFIRM DISPLAYED INFORMATION" TO COMPLETE THE REGISTRATION. WAIT FOR THE PROCEDURE TO END WITHOUT PRESSING ANY ADDITIONAL KEYS!

IF INCORRECT CLICK "BACK" TO CORRECT.

Facolty/School: FACOLTA' DI INGEGNERIA
Course: ENGINEERING SCIENCES
Personal Information
Fiscal Code: DOEJNA01D67Z600C
Name and Surname: JANE DOE
Date of Birth: 27/04/2001
Country of Birth: ARGENTINA
City of Birth: BUENOS AIRES
E-Mail: jane.doe@gmail.com
Mobile Number: 01234564789
Skype Account:
Permanent Address
Address: CALLE LEON DE IRAETA 23
Town: ARGENTINA - BUENOS AIRES
Province: EE
Zip Code: 25896
Telephone Number:
Current Address
Address: CALLE LEON DE IRAETA 23
Town: ARGENTINA - BUENOS AIRES
Province: EE
Zip Code: 25896
Telephone Number:
Self-Certification
Nationality: ARGENTINA
With Disability (equal to or greater than 66%): NO
Declared Titles
CURRICULUM VITAE
ENGLISH LANGUAGE CERTIFICATE
HIGH SCHOOL DIPLOMA
PASSPORT (ID CARD FOR EU APPLICANTS)

STEP 23 of 32 :

DOUBLE CHECK ALL SECTIONS

SPELLING MISTAKES AND ANY MINOR INACCURACIES WILL DETERMINE THE AUTOMATIC DELETION OF YOUR APPLICATION

Click Confirm displayed information to continue



BACK CONFIRM DISPLAYED INFORMATION



STEP 24 of 32 :

- Download PDF file with your application receipt and a recap of your information
- MAKE A NOTE AND KEEP
 YOUR FISCAL CODE AND
 CTRL SAFE. YOU WILL NEED
 YOUR FISCAL CODE AND
 CTRL TO ACCESS THE
 PLATFORM LATER ON
- Click Print Application to continue



≡ stampa.pdf

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UNI	VERSITA' DE	CGLI STUDI DI ROMA "TOR APPLICATION	VERGAT/
	ACADE	EMIC YEAR 2021/2022	
	D0EJ	NA010672600C	
THE UNDERSIGNED Last name DOE	*DOEJ	NAO1D67Z600C*	Ĩ
THE UNDERSIGNED Last name DOE Nationality ARGENTINA	* D O E J	NAO1D67Z600C* First name JANE Country and Town of birth ARGENTINA - BUENOS AIRES	Prov
THE UNDERSIGNED Last name DOE Nationality ARGENTINA PERMANENT RESIDENCE Address CALLE LEON DE IRAETA 23	Date of birth	NAO1D67Z600C* First name JANE Country and Town of birth ARGENTINA - BUENOS AIRES Country and Town ARGENTINA - BUENOS AIRES	Prov EE Prov
THE UNDERSIGNED Last name DOE Nationality ARGENTINA PERMANENT RESIDENCE Address CALLE LEON DE IRAETA 23 Zip code Telephone Numb 25896	* D O E J	NAO1D67Z600C* First name JANE Country and Town of birth ARGENTINA - BUENOS AIRES Country and Town ARGENTINA - BUENOS AIRES	Prov EE Prov

The candidate declares - upon his/her responsibility - to be completely aware of sanctions for any false declarations. Moreover, the above declared qualifications will be evaluated in order to partecipate in the entrance test (if foreseen) or to enroll in the program of ENGINEERING SCIENCES (course code:K73) in the FACULTY OF ENGINEERING

- to belong to the following category: CANDIDATO RICHIEDENTE VISTO CON TITOLO DI STUDIO EUROPEO E/O EXTRA-EUROPEO

This is how your application receipt will look like

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LOGOUT AREA STUDENTI Delphi Versione: test

For further information about the payment and to complete the application procedure, you can consult the following link: https://delphi.uniroma2.it/totem/pdf/APPLICATION_2021_22.pdf

Please take note of the following codes.

Fiscal Code DOEJNA01D67Z600C

Ctrl 65358412

Purpose of the payment 203

Amount to be paid Euro 30.00

PRINT APPLICATION

STEP 26 of 32 :

Click Logout to end your procedure

➢ Now move on to the payment of the € 30 application fee



TOR VERGATA



PagoPA: Public Administration ePayment System

The regulations relating to payments to the Public Administration oblige public administrations, including Universities, to receive relevant payments through the system called PagoPA promoted by the Agency for Digital Italy (AGID) of the Presidency of the Council of Ministers (www.governo.it).

PagoPA is an electronic payment system designed to make any payment to the Public Administration easier, safer and more transparent. PagoPA payment can be carried out through various channels (credit card, at bank branches, tobacco stores, etc.).



Student will receive a payment notification at the end of the normal immatriculation / enrollment / subsequent installments / competitions / access tests.

The PagoPA notice contains the Payment Notice Code, the QR Code and the Interbank Code (CBILL circuit) that allow you to pay easily.

PagoPa allows you to make the payment through a plurality of channels, physical or online.



Once the PagoPA notice has been obtained, it is possible to pay with different methods:

 online with a credit card by connecting to the site http://utov.it/pagopa · via PAgoPA's APP IO if you have SPID credentials

• via home / mobile banking through CBILL circuit or members of the PagoPA system

- · at all bank branches or ATMs that allow you to pay through the CBILL circuit or members of the PagoPA system
- in Sisal / Lottomatica ticket offices
- · it is not possible to pay the PagoPA bulletin at the Poste Italiane counters

PagoPA Guide Attached is a special guide (in Italian and English). fi 🖸 🛅 🔂 🖬 🗖 ← The Laziodisco 2020/21 English Guide is online Download the 2020/21 Brochure -> TOR VERGATA **Ouick Link** Brochure Contact Search Delphi System YUFE Social f Facebool Y Twitter Instagra 🍐 You Tub NOTICE: We use cookies to ensure that we give you the best experience on our website. If you continue to use this site we will assume that you are happy with it.

STEP 27 of 32 :

 \succ To make the payment read the instructions available at: https://en.uniroma2.it/news/pagopa-public- administration-epayment-system/

Download the PDF guide at the bottom of the page and follow the instructions







identifies a potential biomarker

Italian Website

News & Events Welcom

Frasmusa Student Trainceshin

ernational Research

Consortium Call 2020/21

Homepage Teacher Section Student Section 🔲 🚟 Delphi

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STEP 28 of 32 :

To conclude your application

access Delphi again: <u>https://delphi.uniroma2.it/tot</u> <u>em/jsp/homeStudenti.jsp?lan</u> <u>guage=EN</u>

Click on section 1 Application to programmes taught in English



Homepage Teacher Section Student Section 💷 😹 Delphi

AREA STUDENTI

APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH

a	Start application procedures	MORE INFORMATION Application procedure for admission to Bachelor and Master programmes taught in English
b	You have already filled out an application	In order to be assessed by a committee of the University of Rome Tor Vergata, applicants have to: fill in the form with their personal data, upload the required documents and after the payment, validate application . After being accepted:
с	Find Ctrl	 All applicants holding a non-Italian Degree must apply for a "Declaration of Value" at the Italian Embassy/Consulate in the country in which the Degree was issued or apply for the "Statement of Comparability" at CIMEA Non-EU students living abroad, are also requested to submit a pre- enrollment application to the Italian Embassy/Consulate in their country of engideers

STEP 29 of 32 :

Select option b You have already filled out an application





STEP 30 of 32 :

Enter your Fiscal Code and CTRL

Click Send



Homepage Teacher Section Student Section 💷 🚟 Delphi

AREA STUDENTI

ASSESSMENT	•
BACHELOR'S DEGREE	>
 Delete pre-selection app Modify pre-selection app 	lication
 Request validation 	•
 Re-print pre-selection ap 	plication
1.	

STEP 31 of 32 :

> Select Request Validation



LOGOUT



AREA STUDENTI

CONFIRM APPLICATION FOR ASSESSMENT

Having paid with pagoPa does not require the auth code insertion, please leave the space blank and click on CONFIRM PAGOPA

AUTH CODE:	
PAYMENT DATE (DD/MM/YYYY):	
COURSE:	ENGINEERING SCIENCES
PURPOSE:	203
AMOUNT:	30.00

I undersigned under my responsibility, aware that falsified acts and false declarations are punished under the Penal Code and special laws in this matter (Article 76 of D.P.R. 445 dated December 28th 2000)



STEP 32 of 32 :

Click Confirm PAGOPA

> PLEASE NOTE: after confirming your payment you will not be allowed to modify your application



END OF PROCEDURE

Best of luck with your application!

We look forward to reading it.

