TOR VERGATA
UNIVERSITÀ DEGLI STUDI DI ROMA

CALL FOR APPLICATIONS

ENGINEERING SCIENCES A.Y. 2026/2027

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

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STEP 1 of 29:

- 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**

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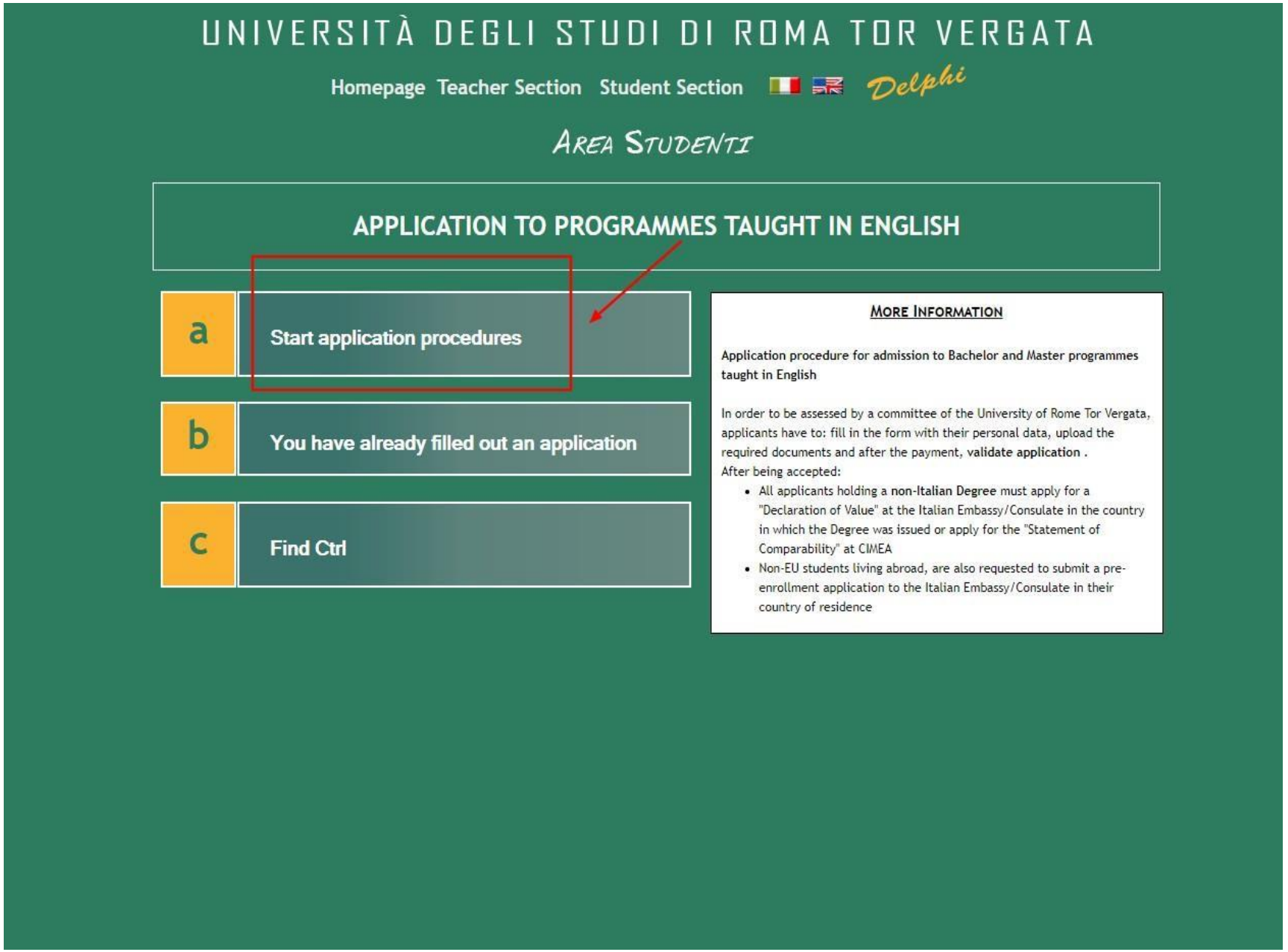

STEP 2 of 29 :

- Click on section A **Start application procedures**

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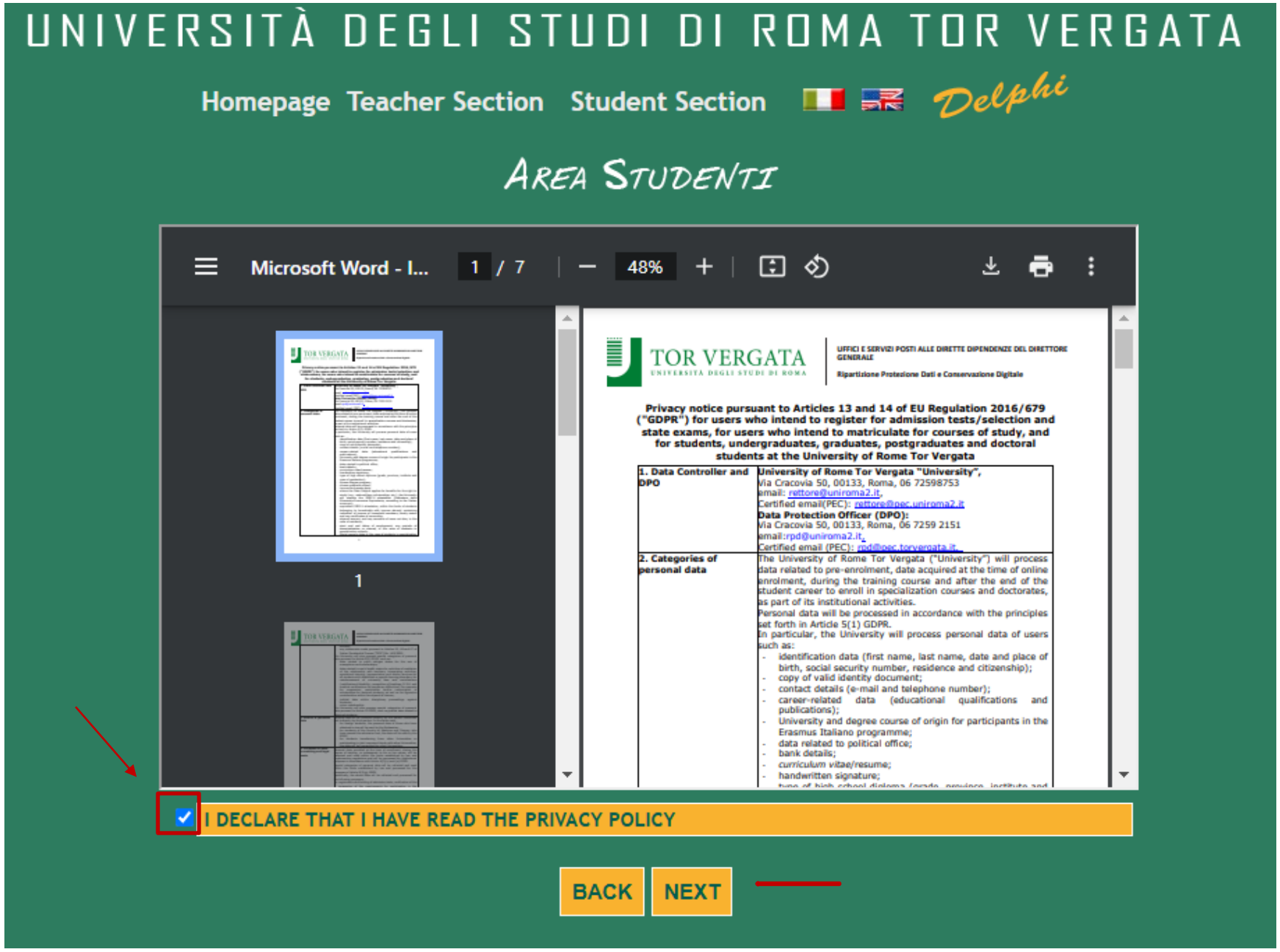

STEP 3 of 29 :

- Read the Privacy Policy
- Agree to the Policy by ticking the box on the left hand side
- Click **Next**

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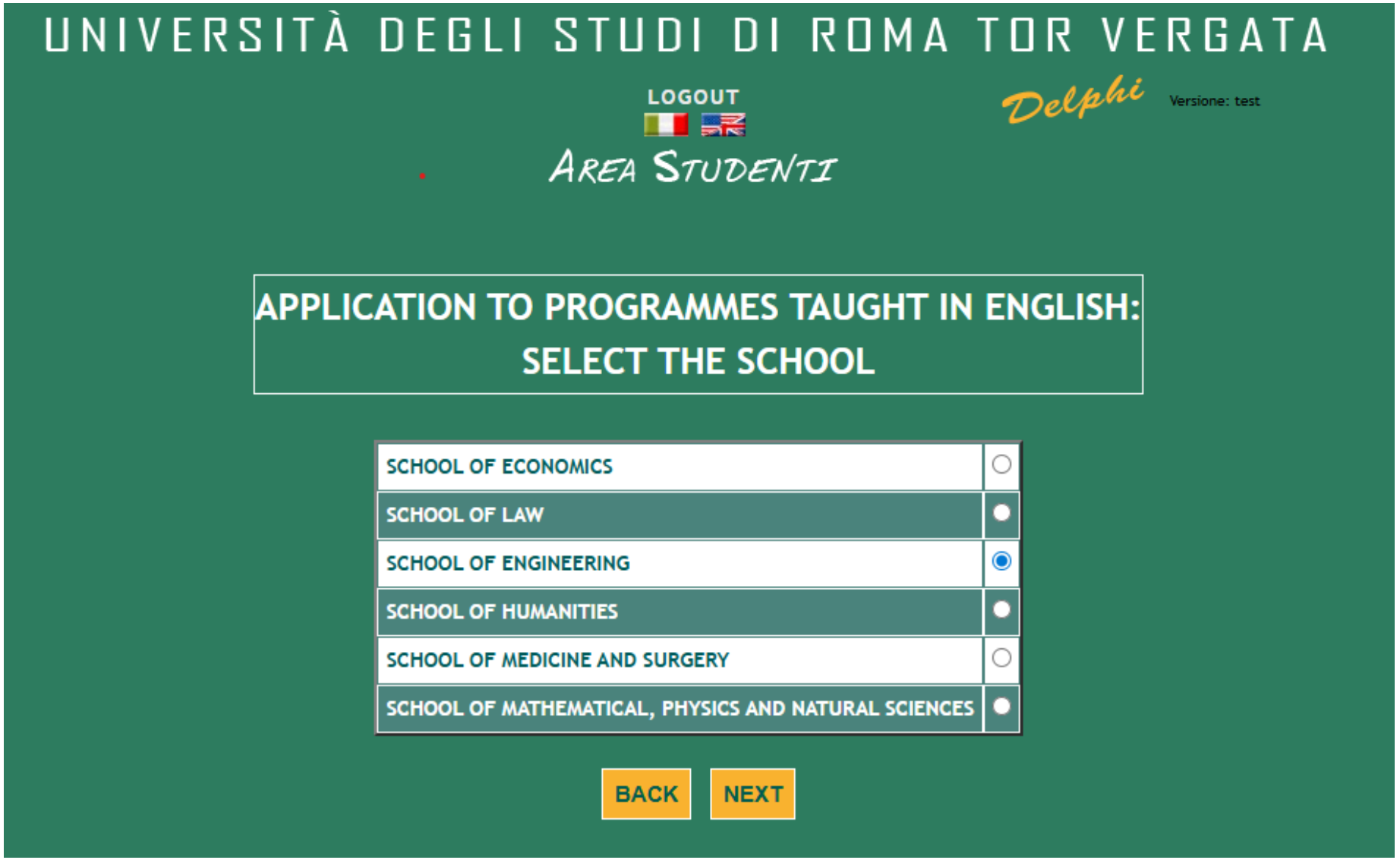

STEP 4 of 29 :

- Select the School of Engineering
- Click **Next**

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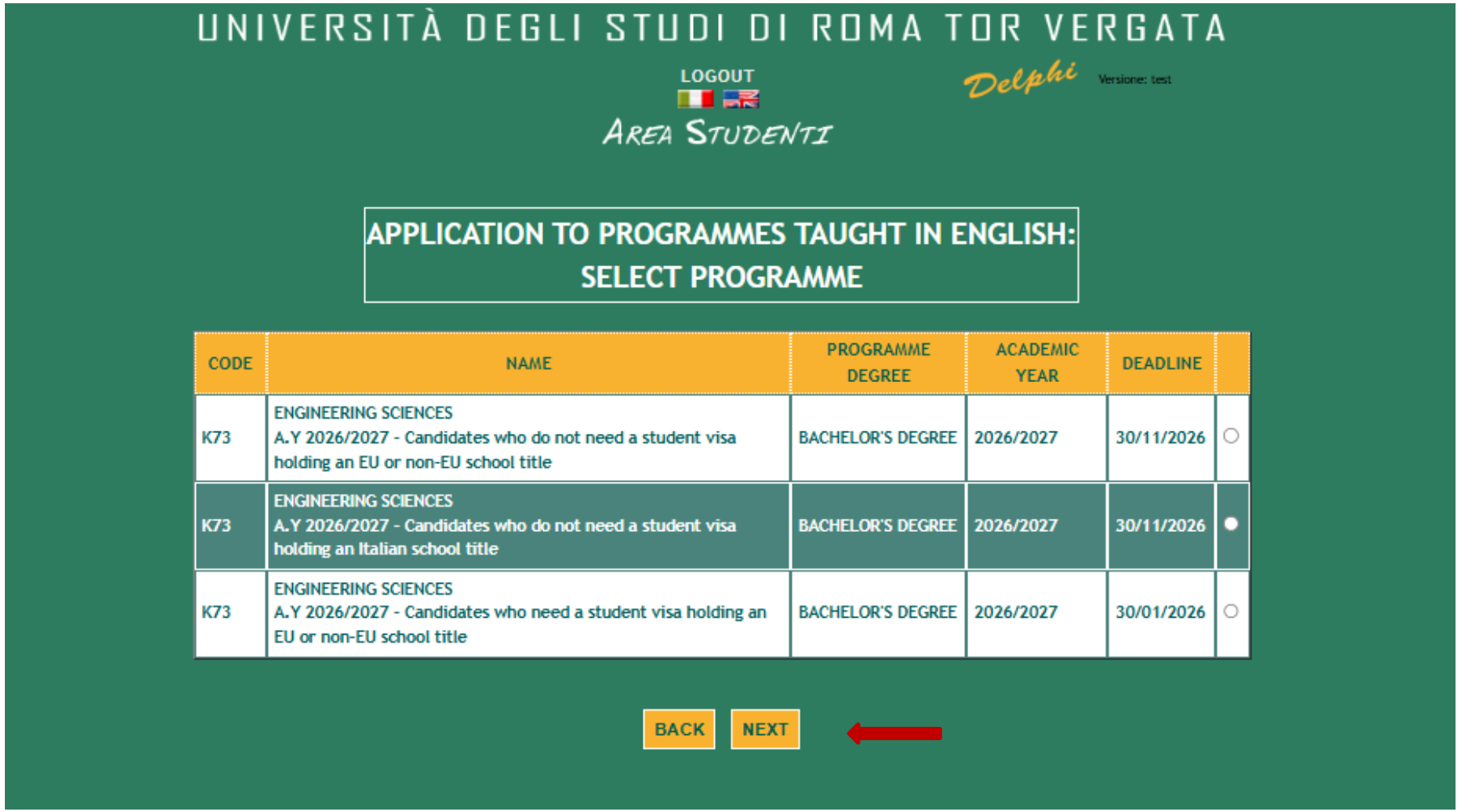

STEP 5 of 29 :

- Select the Procedure that applies to you, ticking on the circle
- Click **Next**

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STEP 6 of 29 :

- Select the option that applies to you
- Click **Next**

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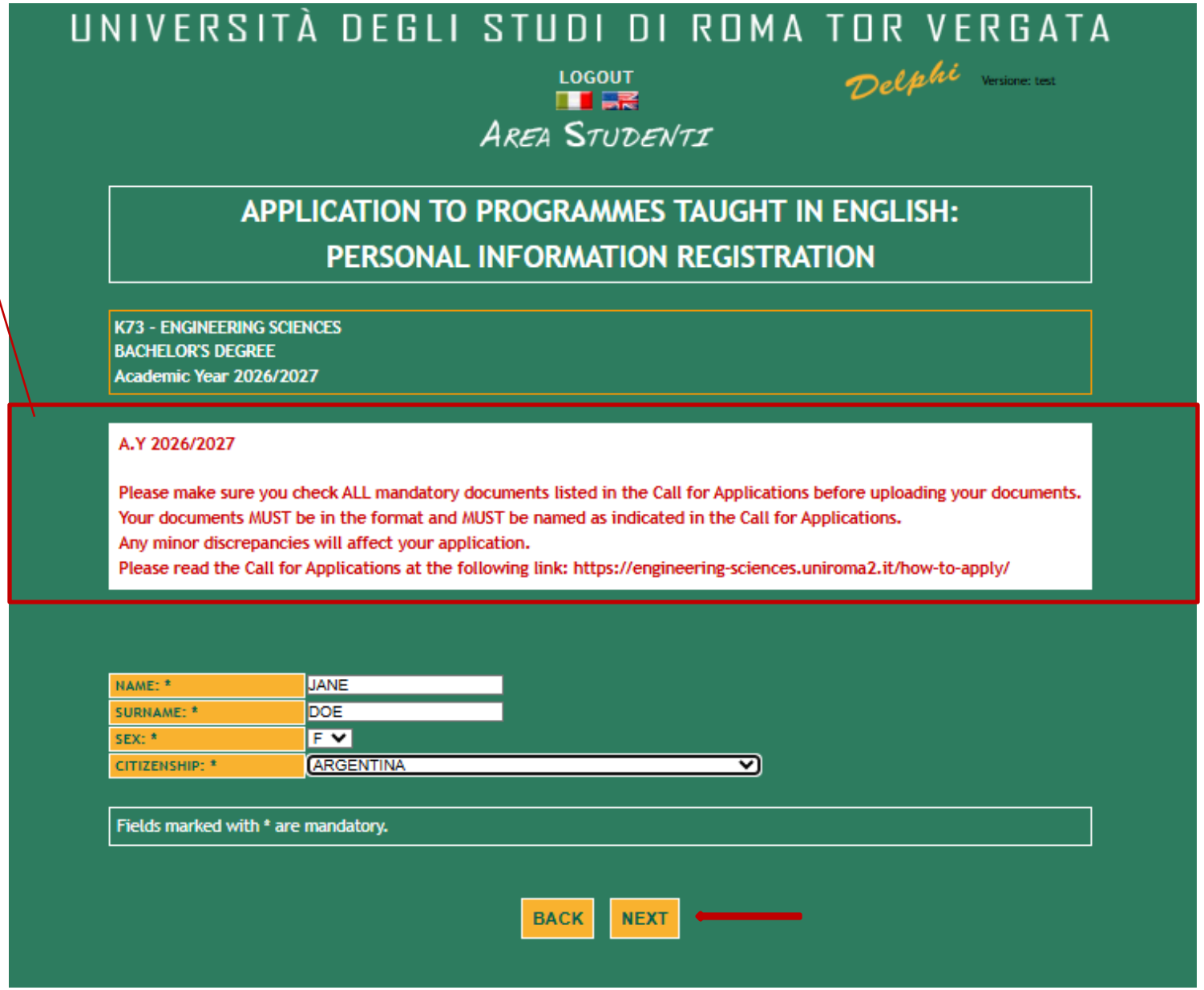
PLEASE READ THIS INFORMATION EXTREMELY CAREFULLY



STEP 7 of 29 :

- Fill in with your personal details
- DOUBLE CHECK the spelling of your name and surname
- Click **Next**

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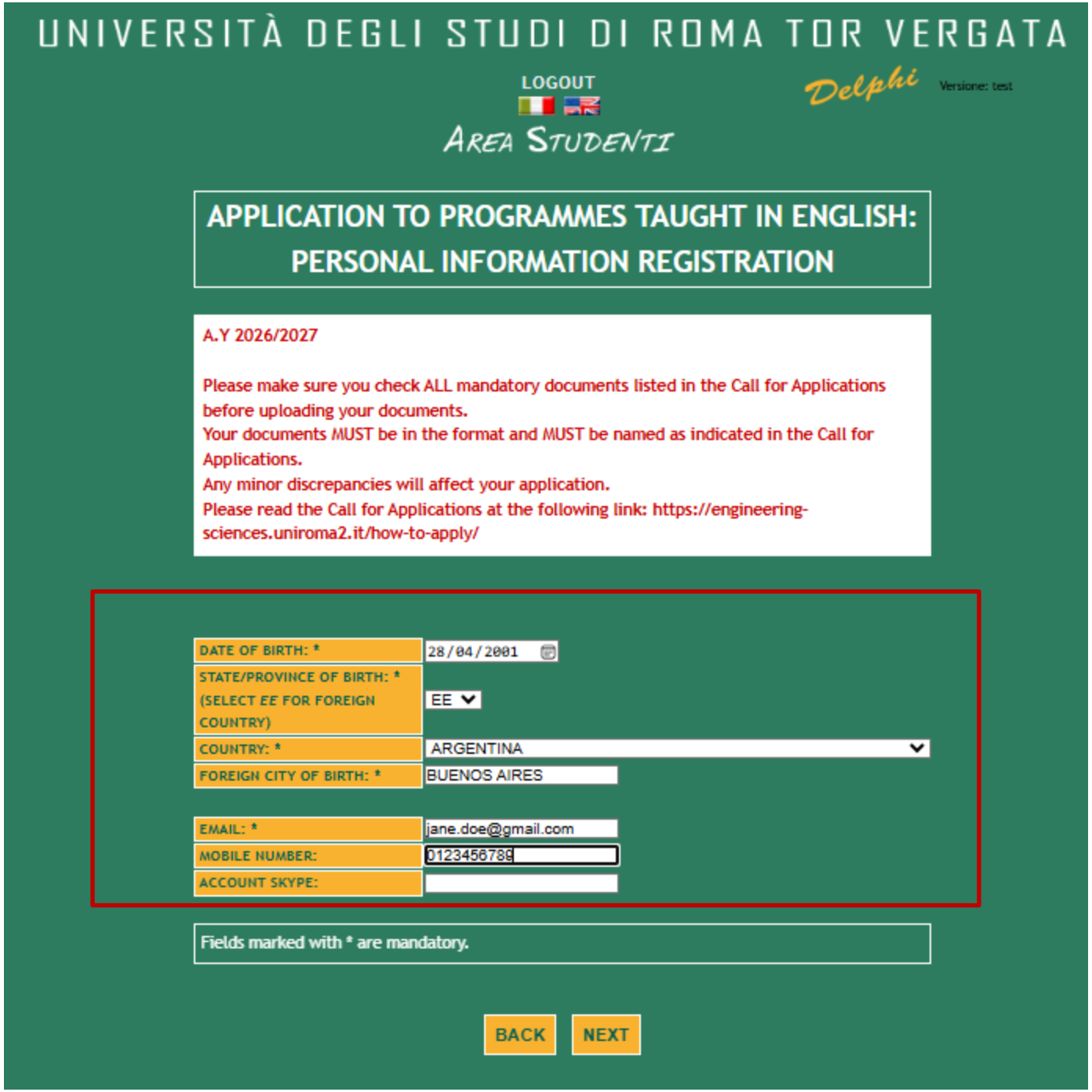

STEP 8 of 29 :

- 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
- Click **Next**

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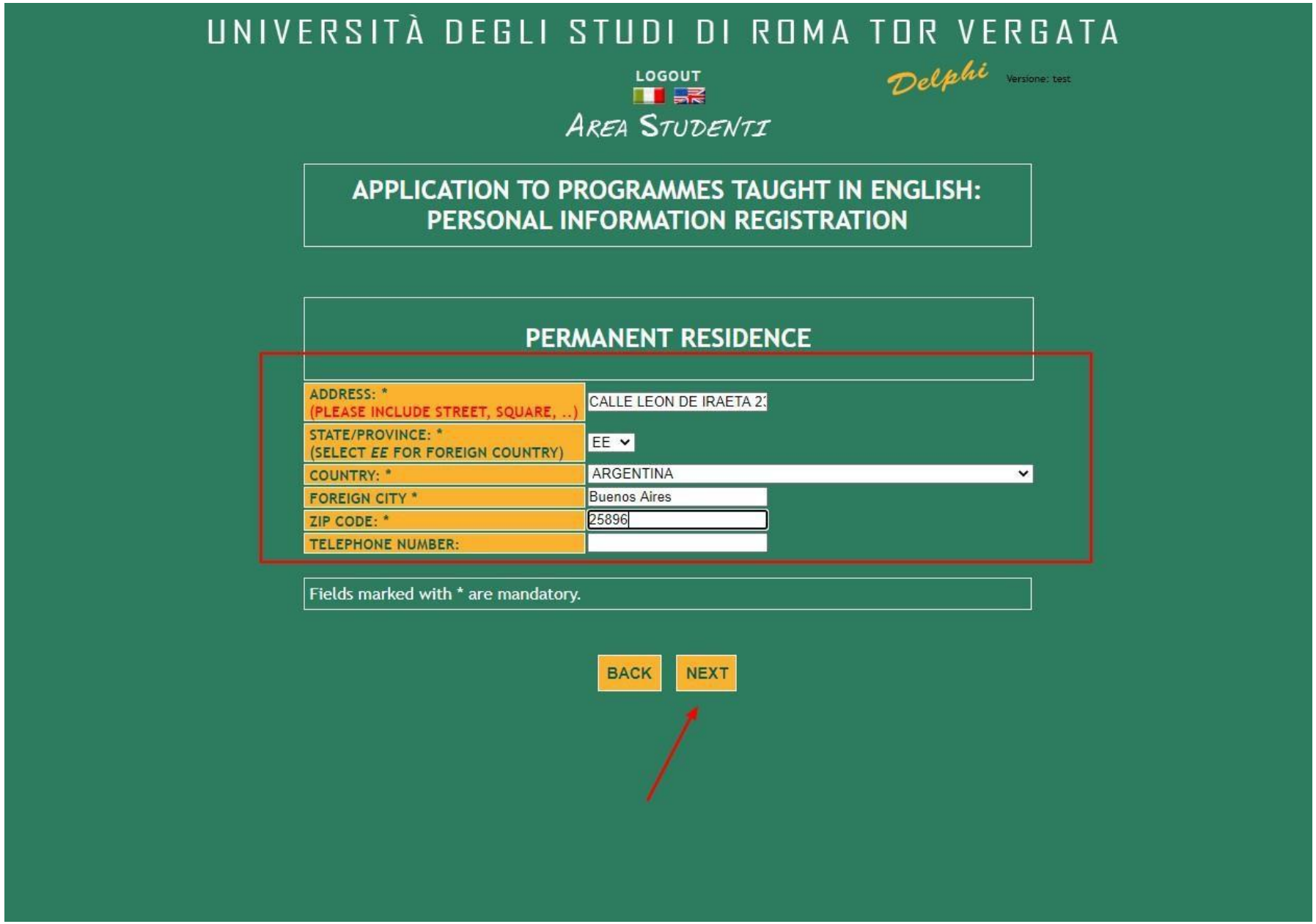

STEP 9 of 29 :

- Fill in with your personal details
- DOUBLE CHECK your spellings
- Click **Next**

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STEP 10 of 29 :

- Should this apply to you, please select accordingly
- Should this not apply to you, leave the spaces blank
- Click **Next**

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STEP 11 of 29 :

- Click **Enter** to upload your **documents**
- REMEMBER, you must use the format given in the Call for Applications. Personal and School Profiles sent with other formats will be ignored

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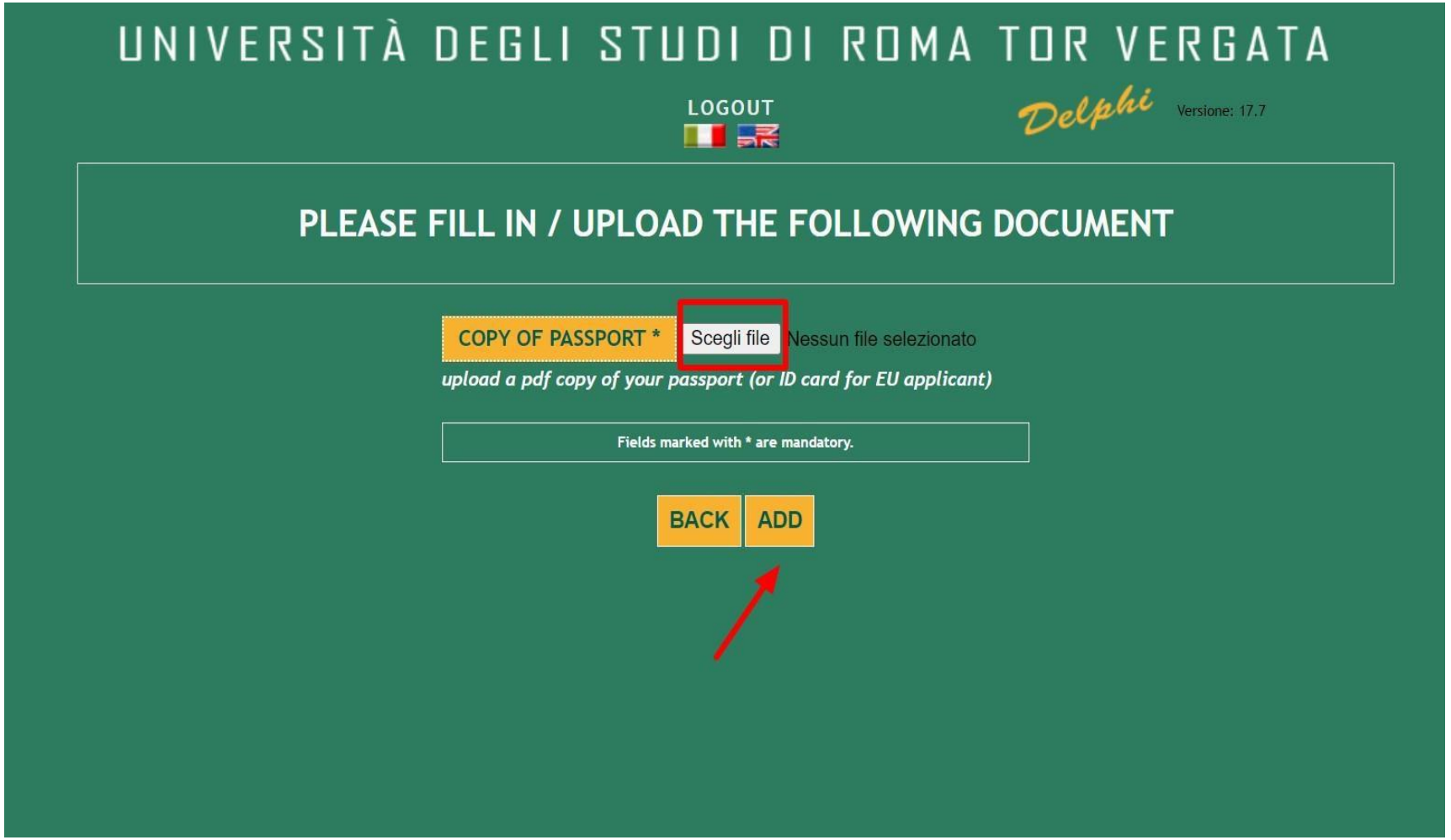
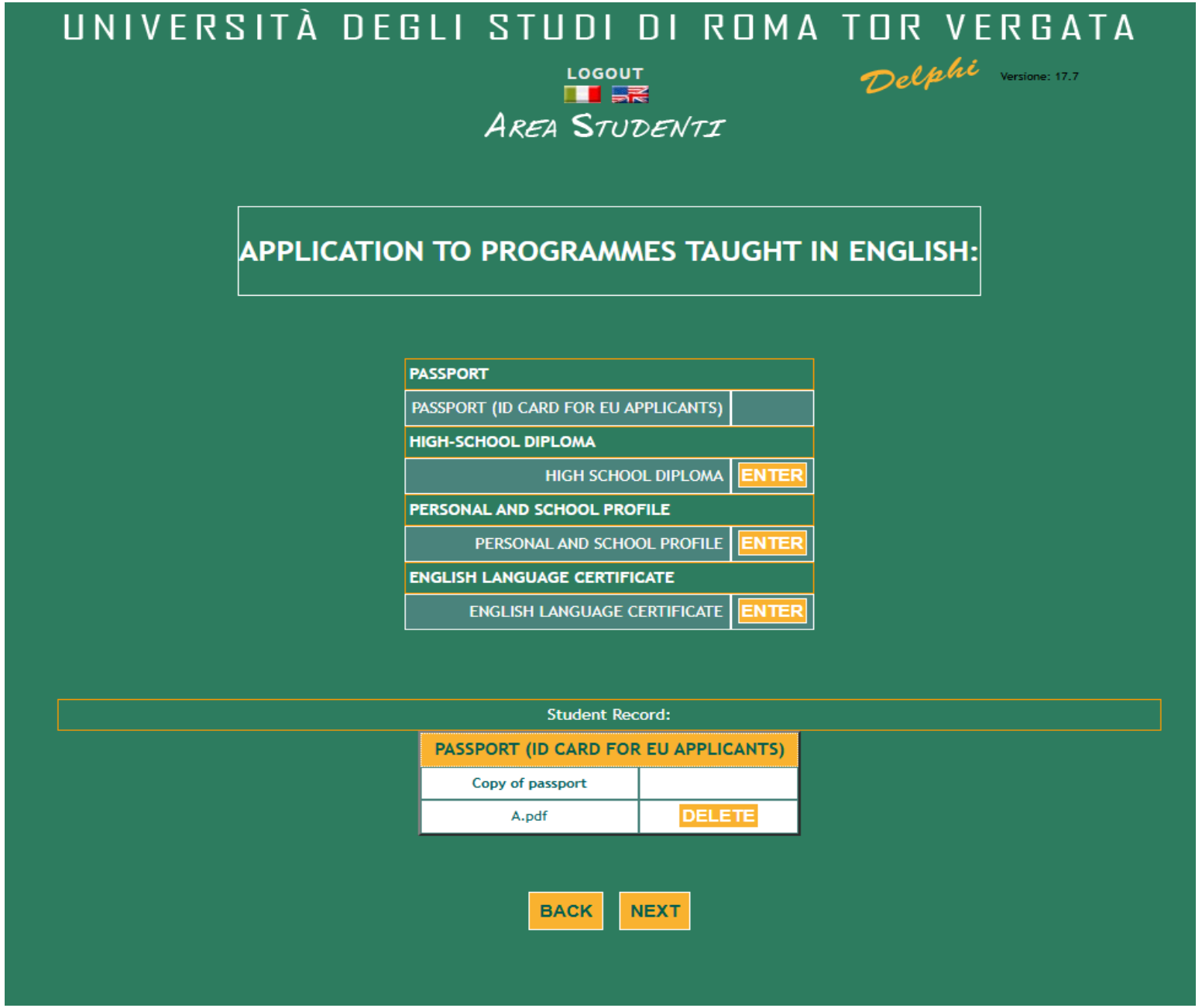


STEP 12 of 29 :

- Click on ***Scegli file*** to upload your document in PDF format

- **MAKE SURE YOUR PHOTO IS CLEARLY VISIBLE AND YOUR PERSONAL DATA AS WELL**



STEP 13 of 29 :

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

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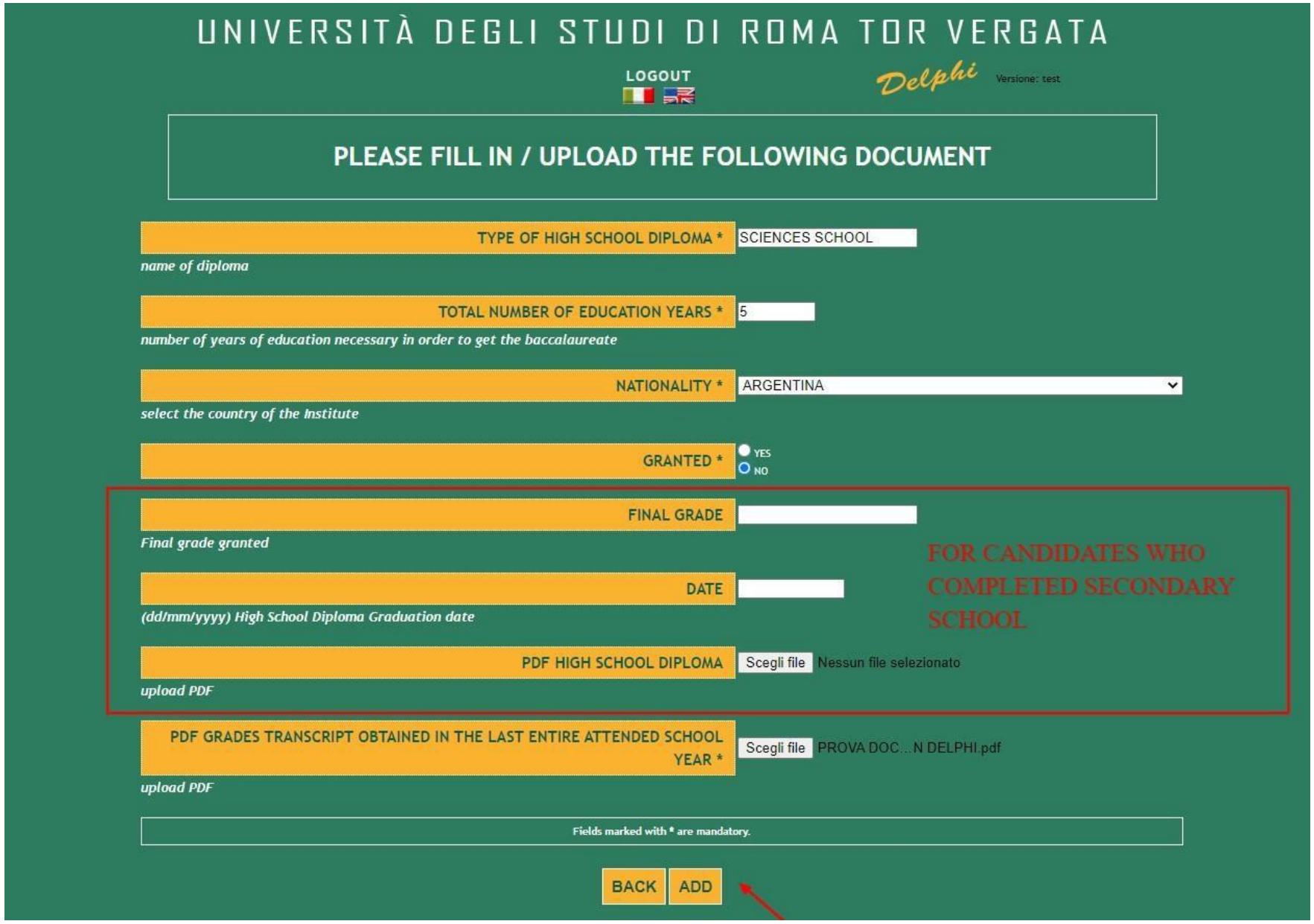

STEP 14 of 29 :

- Fill in all mandatory sections
- Click **Add**

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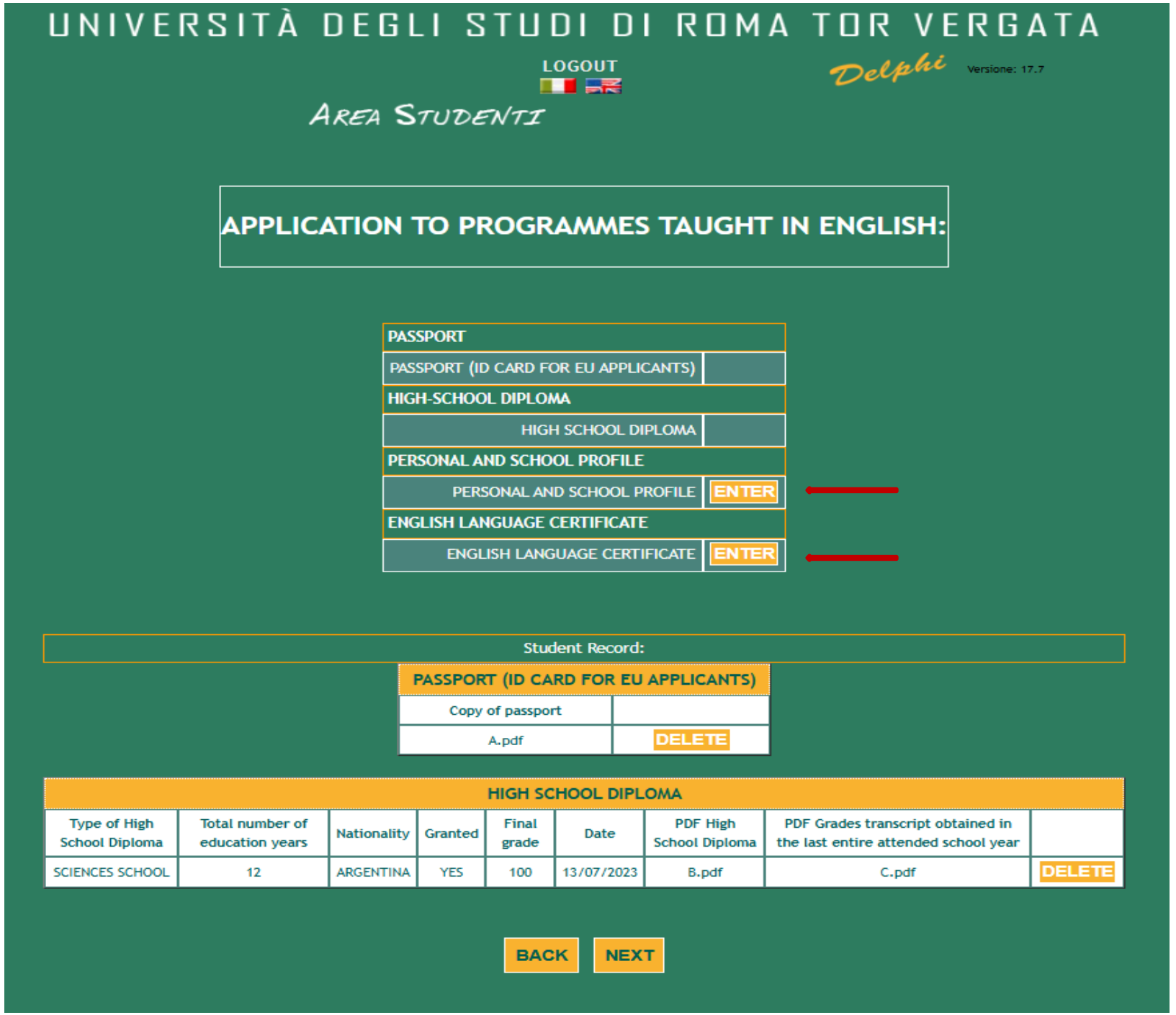

STEP 15 of 29 :

- Click Enter to upload your PERSONAL AND SCHOOL PROFILE
- Click Enter to upload your ENGLISH LANGUAGE CERTIFICATE

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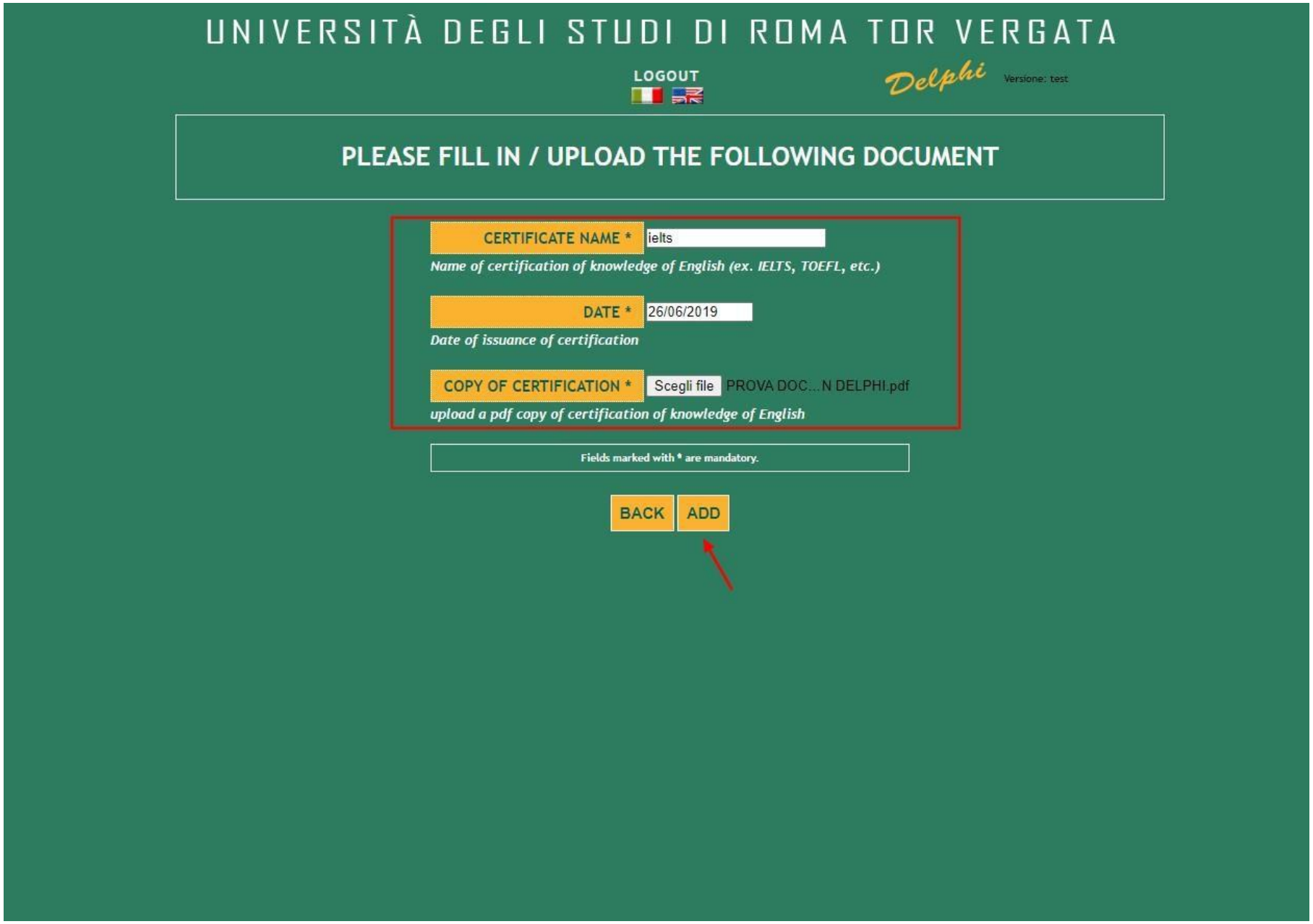

STEP 16 of 29 :

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

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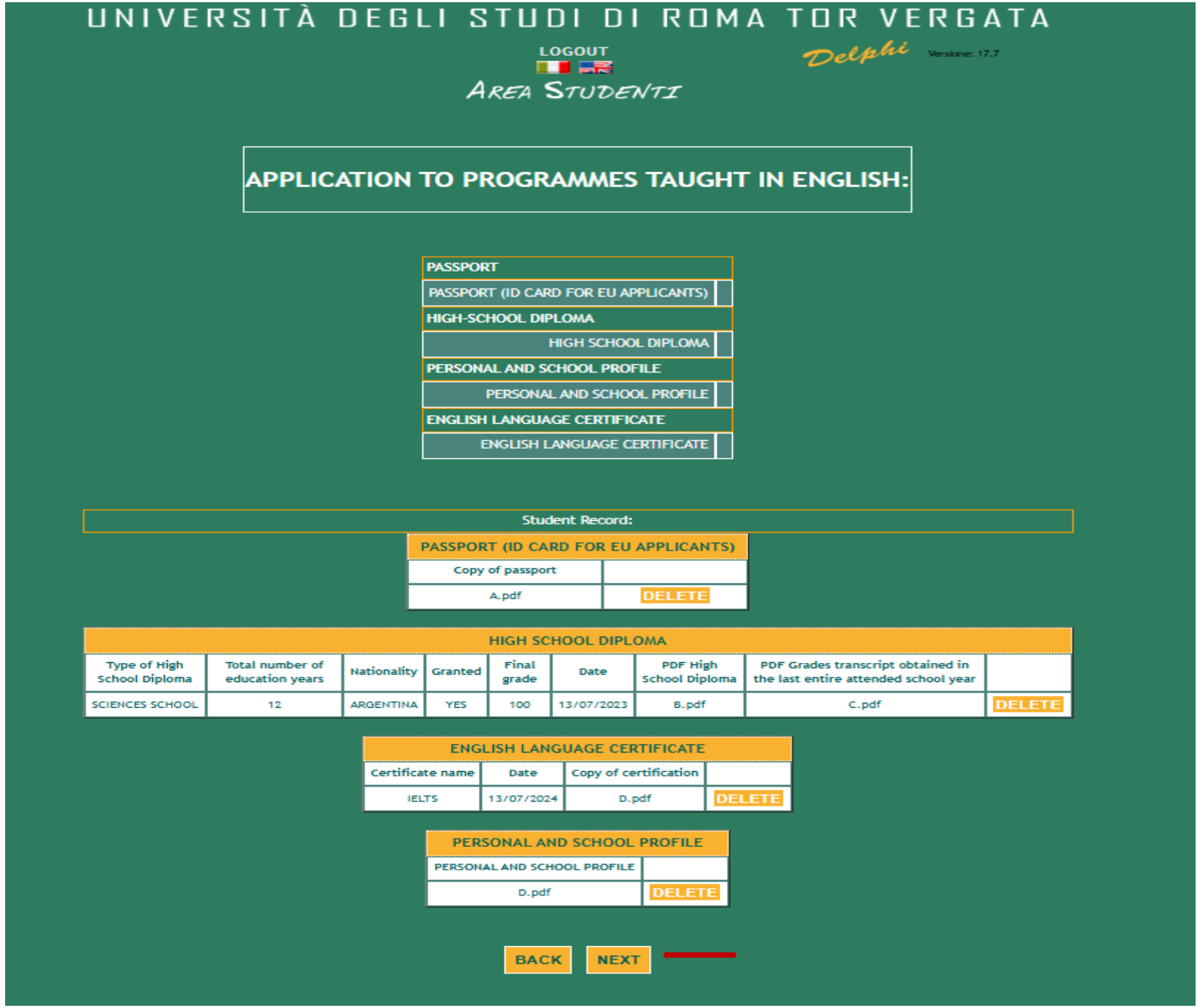

STEP 17 of 29 :

- Click **Next** to proceed to your application

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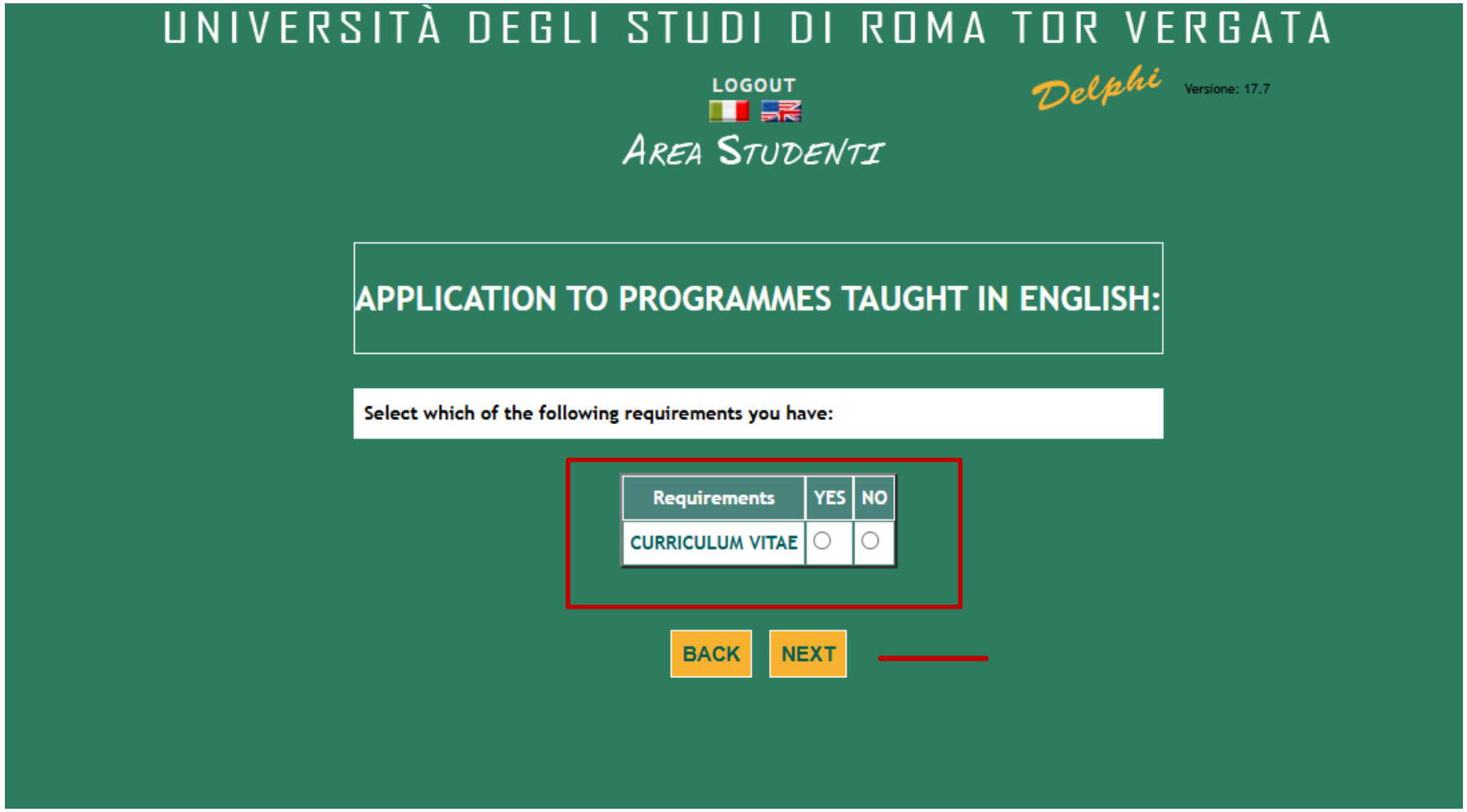

STEP 18 of 29 :

- If you wish to upload curriculum vitae select YES and continue
- Alternatively, select NO and click **Next** to proceed with your application

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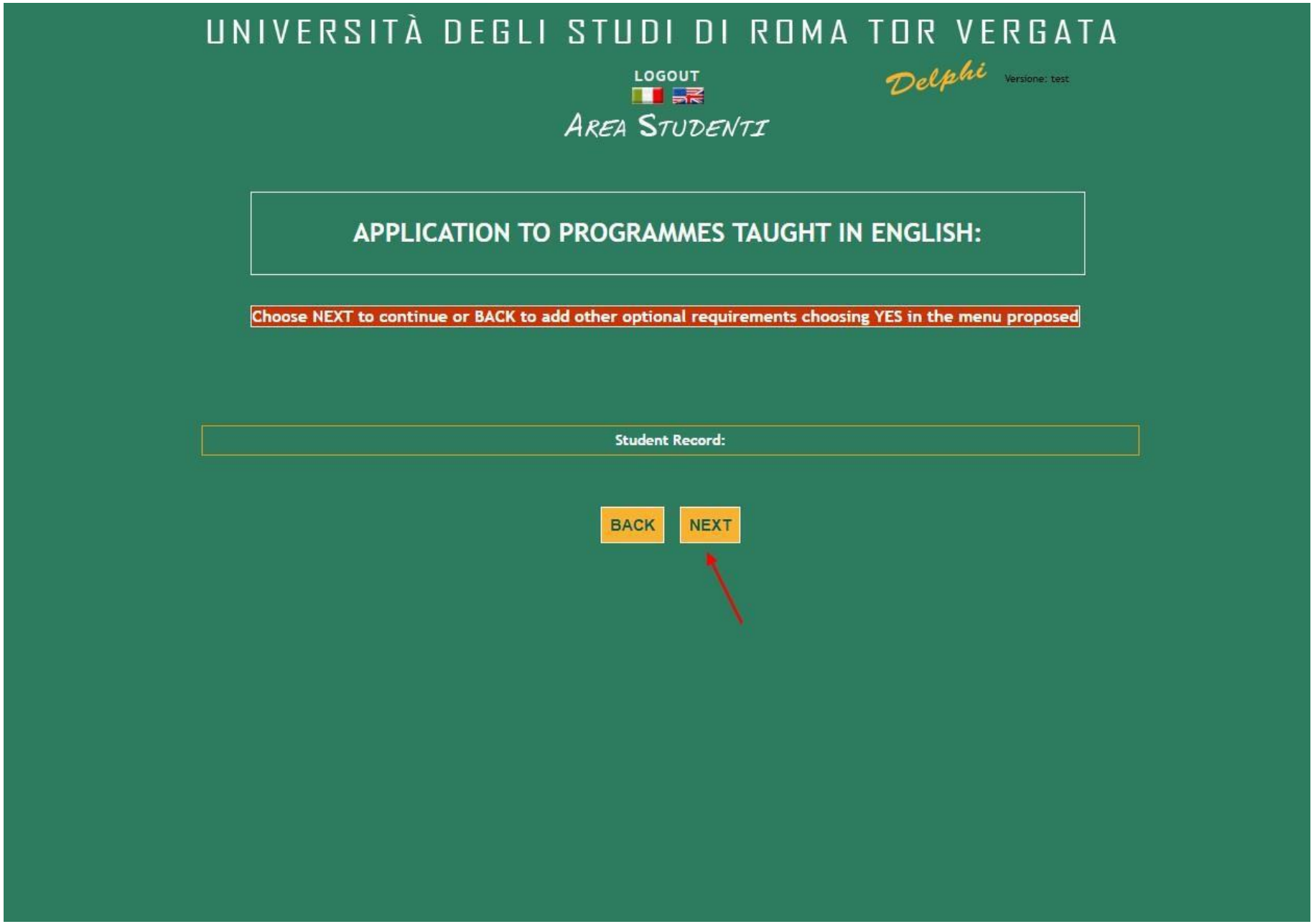

STEP 19 of 29 :

- Click **Next** to proceed with your application

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STEP 20 of 29 :

- Complete accordingly
- Click **Next**

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STEP 21 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

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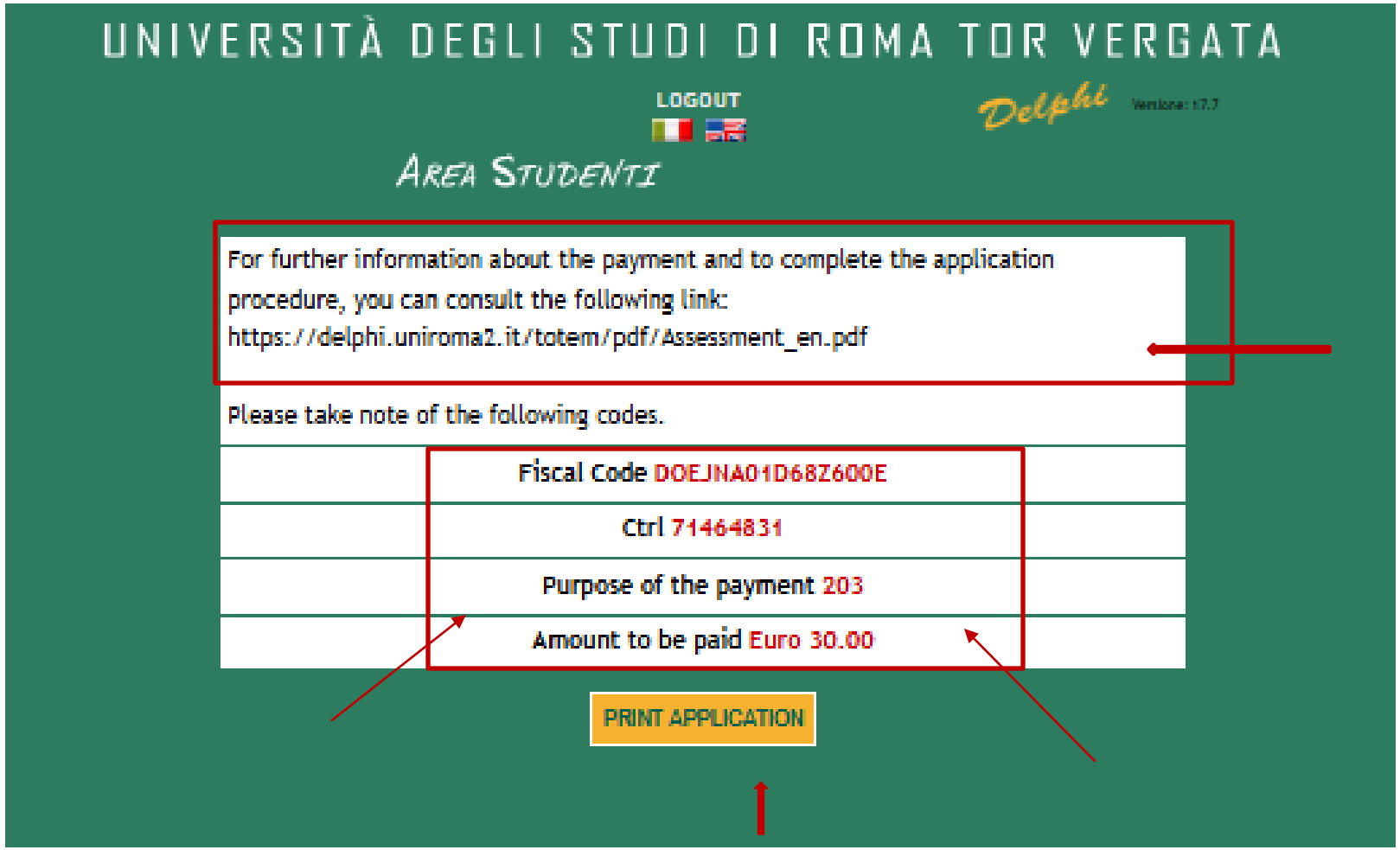
STEP 22 of 32 :



- 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

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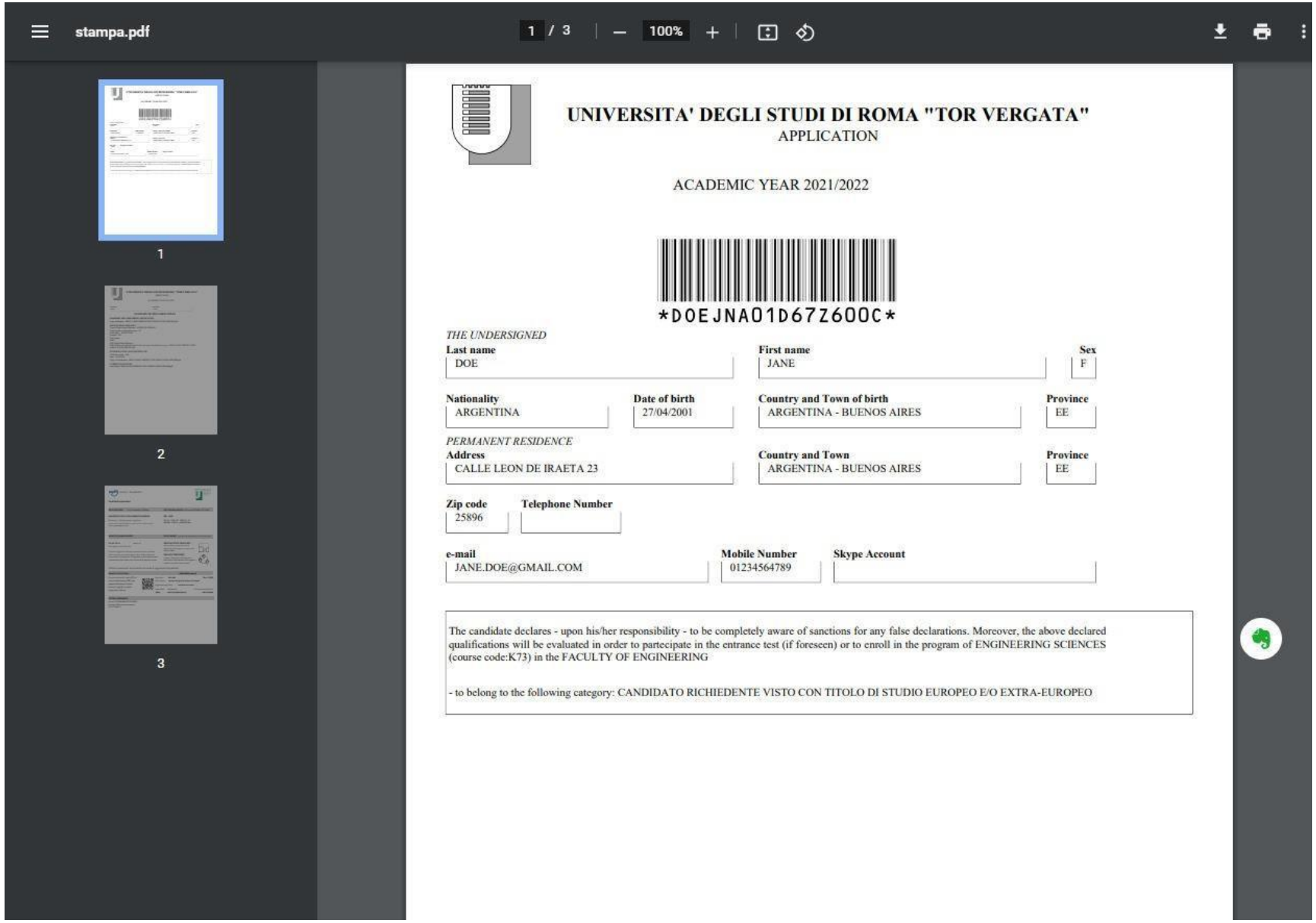

This is how your application receipt will look like

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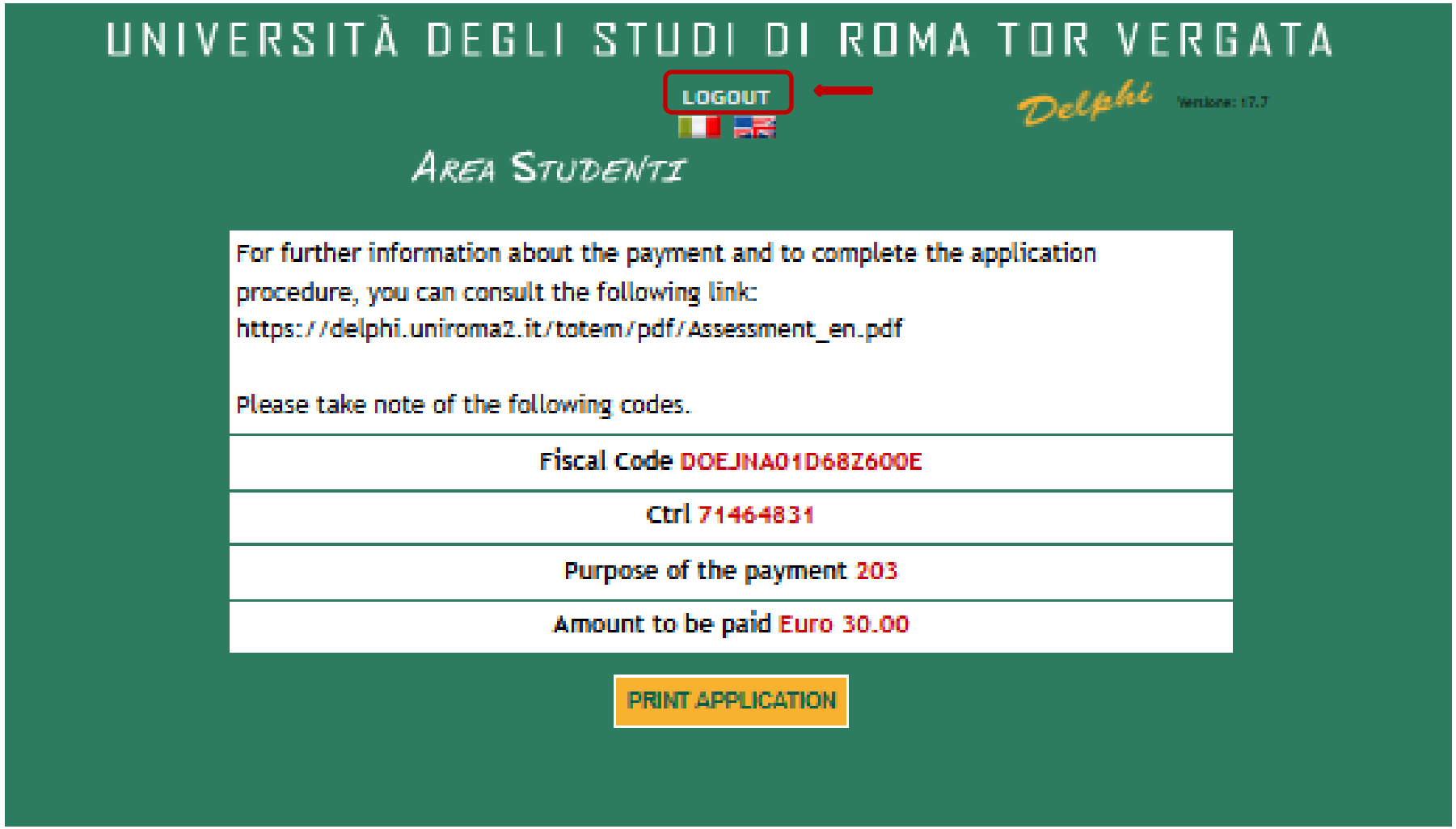

STEP 23 of 29 :

- Click **Logout** to end your procedure
- Now move on to the **payment of the € 30** application fee

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Info

Pubblicato il : 01/03/2022
Modificato il : 18/04/2024

Condividi

Inoltra
Stampa

Allegati

PagoPA Payment Guide 2024 ↓ pdf

Payment Methods & Pago PA Tutorial

PagoPA is the public administration official ePayment system

Pago PA is the public administration official e-Payment system.

The regulations relating to payments to the Public Administration oblige public administrations, including Universities, to receive relevant payments through the system called **Pago PA** 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.

Payment Notification

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

The **Pago PA** 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.

Payment Methods:

Payments can be made as follows:

- Online by using your credit card at utov.it/pagopa. For online payments, *please follow every step described in the **Pago PA Guide** in attachment.*
- via APP IO of PagoPA if you have SPID credentials (digital identity);
- via home/mobile banking through the **CBILL circuit** or members of the **PagoPA system**;
- at all bank branches or ATMs that allow you to pay through the CBILL circuit or are members of the PagoPA system;
- in the **Sisal/Lottomatica** (find one here) betting shops.

It is possible to pay PagoPA orders at the Poste Italiane Offices.

The updated list of all Payment Service Providers (PSP), where you can pay via PagoPA, can be found at the following link: https://www.pagopa.gov.it/it/dove-pagare/.

Please note that after payment, students must access the Delphi Onlie platform page and confirm their payment.

WARNING: Use only the payment slip issued by the system at the moment of enrolment/registration. Any other payment made in any other way (i.e. through a direct credit transfer) will not be considered valid in the enrolment procedure and will not be refunded.

STEP 24 of 29 :

- To make the payment read the instructions available at: https://web.uniroma2.it/en/contenuto/pago_pa_tutorial76126
- Download the PDF guide and follow the instructions

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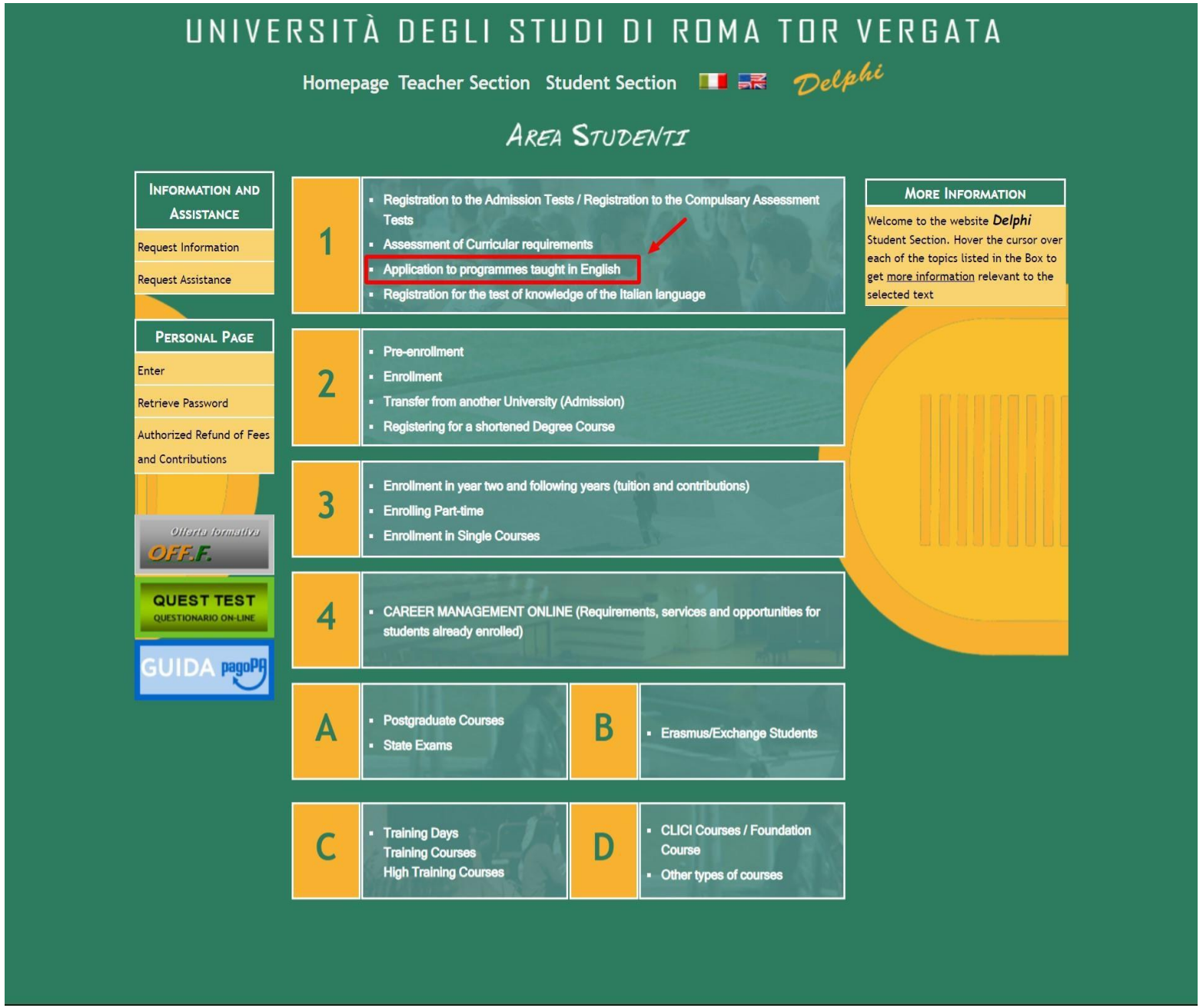

STEP 25 of 29 :

To conclude your application

- access Delphi again: https://delphi.uniroma2.it/totem/jsp/homeStudenti.jsp?language=EN

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

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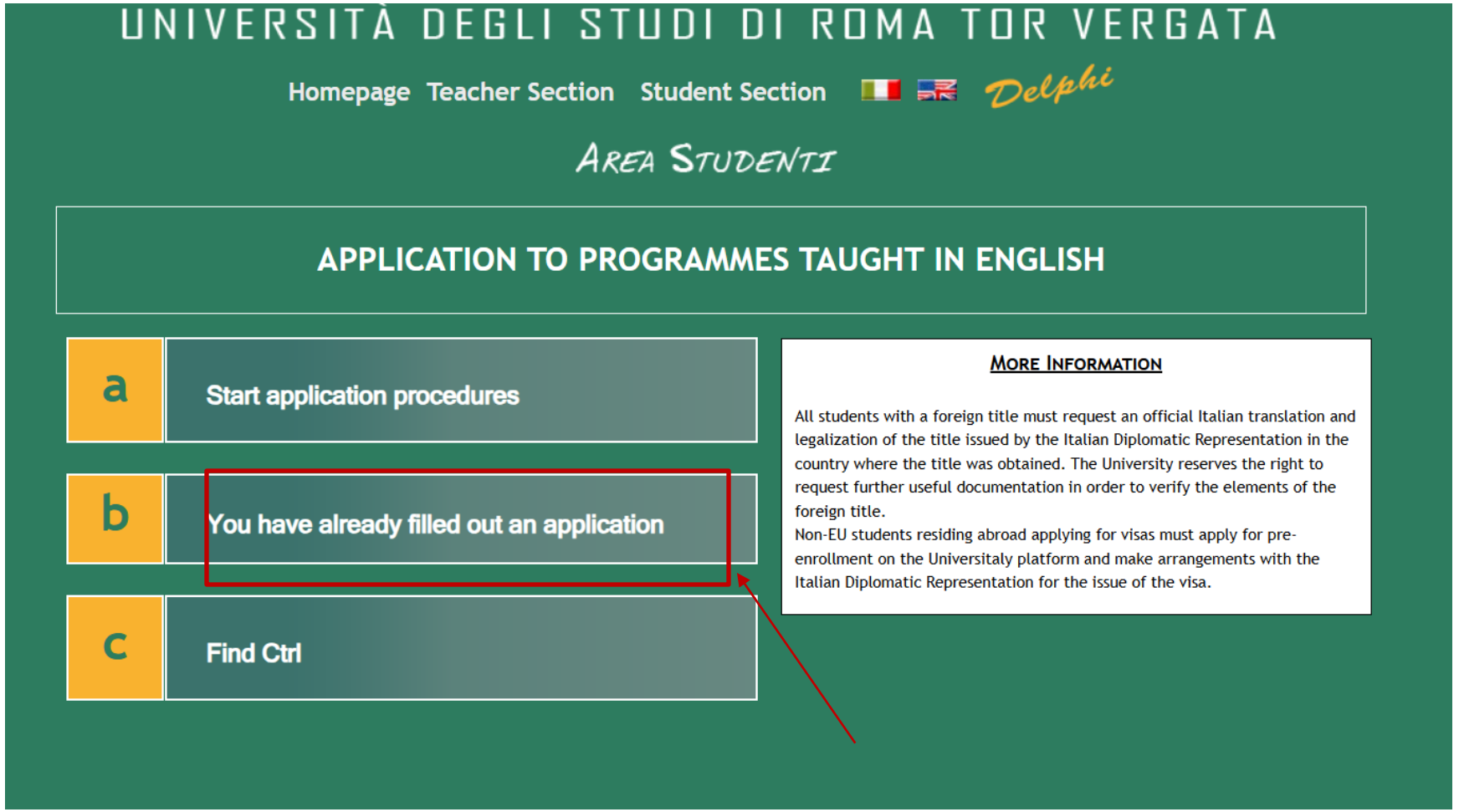

STEP 26 of 29 :

- Select option b **You have already filled out an application**

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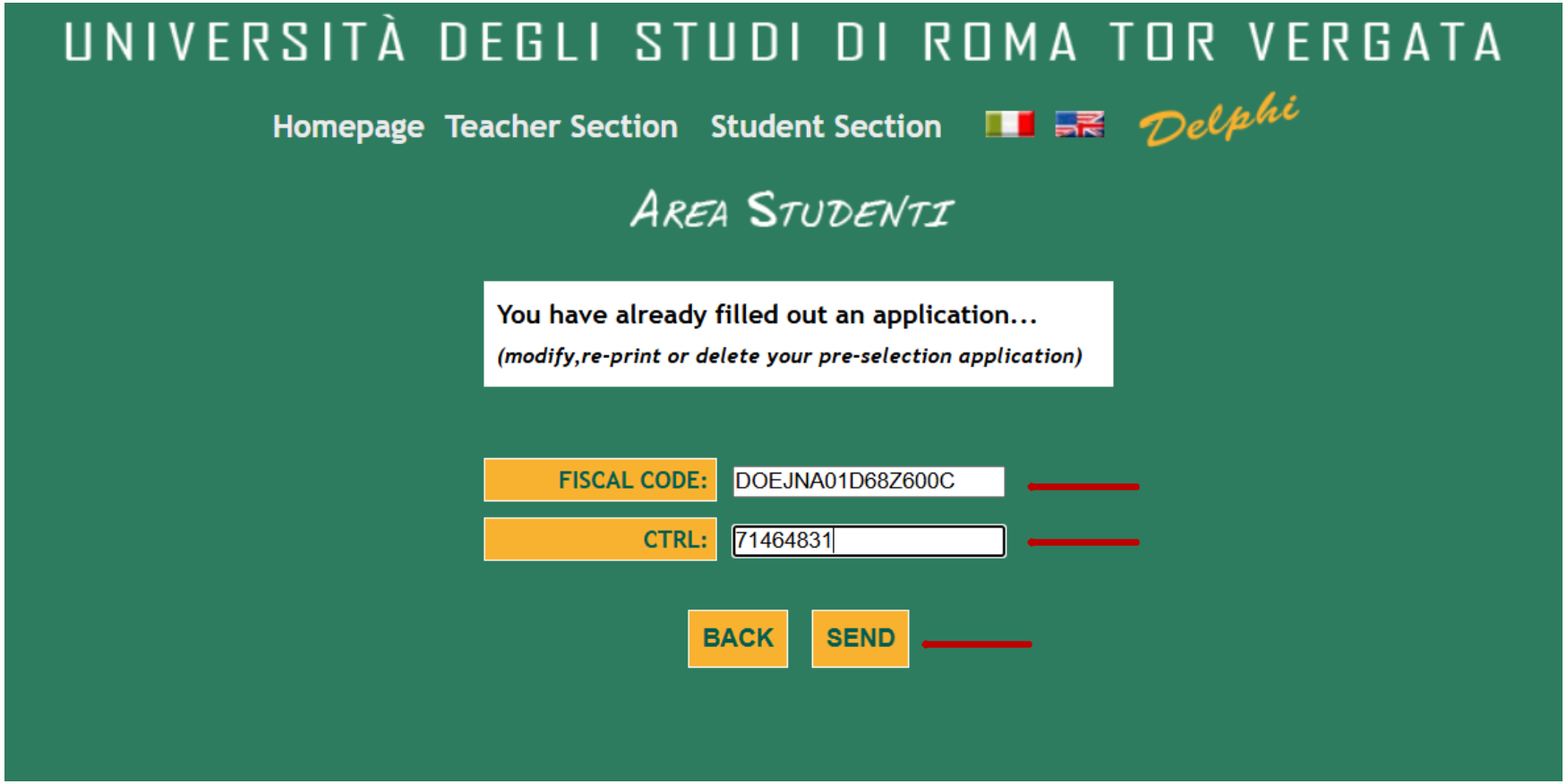

STEP 27 of 29 :

- Enter your Fiscal Code and CTRL
- Click **Send**

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STEP 28 of 29 :

- Select **Request Validation**

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STEP 29 of 29 :

- Click **Confirm PAGOPA**
- PLEASE NOTE: after confirming your payment you will not be allowed to modify your application

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END OF PROCEDURE

Best of luck
with your application!

We look forward to reading it.

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