

**TOR VERGATA**  
UNIVERSITÀ DEGLI STUDI DI ROMA

# **CALL FOR APPLICATIONS**

**ENGINEERING SCIENCES A.Y. 2025/2026**

**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.

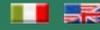
Due to the extreme high number of applications received, incomplete or incorrect applications will be deleted automatically without any further notice. So please make sure you double check your application before submitting it.

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





AREA STUDENTI

<b>INFORMATION AND ASSISTANCE</b> Request Information Request Assistance	<b>1</b> <ul style="list-style-type: none"> <li>Registration to the Admission Tests / Registration to the Compulsory Assessment Tests</li> <li>Assessment of Curricular requirements</li> <li><b>Application to programmes taught in English</b></li> <li>Registration for the test of knowledge of the Italian language</li> </ul>	<b>MORE INFORMATION</b> Welcome to the website <i>Delphi</i> Student Section. Hover the cursor over each of the topics listed in the Box to get <u>more information</u> relevant to the selected text
	<b>2</b> <ul style="list-style-type: none"> <li>Pre-enrollment</li> <li>Enrollment</li> <li>Transfer from another University (Admission)</li> <li>Registering for a shortened Degree Course</li> </ul>	
	<b>3</b> <ul style="list-style-type: none"> <li>Enrollment in year two and following years (tuition and contributions)</li> <li>Enrolling Part-time</li> <li>Enrollment in Single Courses</li> </ul>	
	<b>4</b> <ul style="list-style-type: none"> <li>CAREER MANAGEMENT ONLINE (Requirements, services and opportunities for students already enrolled)</li> </ul>	
<b>PERSONAL PAGE</b> Enter Retrieve Password Authorized Refund of Fees and Contributions	<b>A</b> <ul style="list-style-type: none"> <li>Postgraduate Courses</li> <li>State Exams</li> </ul>	<b>B</b> <ul style="list-style-type: none"> <li>Erasmus/Exchange Students</li> </ul>
	<b>C</b> <ul style="list-style-type: none"> <li>Training Days</li> <li>Training Courses</li> <li>High Training Courses</li> </ul>	<b>D</b> <ul style="list-style-type: none"> <li>CLICI Courses / Foundation Course</li> <li>Other types of courses</li> </ul>

# STEP 1 of 29:

➤ Go to Delphi via the link below:  
<https://delphi.uniroma2.it/totem/jsp/homeStudenti.jsp?language=EN>

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

AREA STUDENTI

APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH

a

Start application procedures

b

You have already filled out an application

c

Find Ctrl

MORE INFORMATION

Application procedure for admission to Bachelor and Master programmes taught in English

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 .

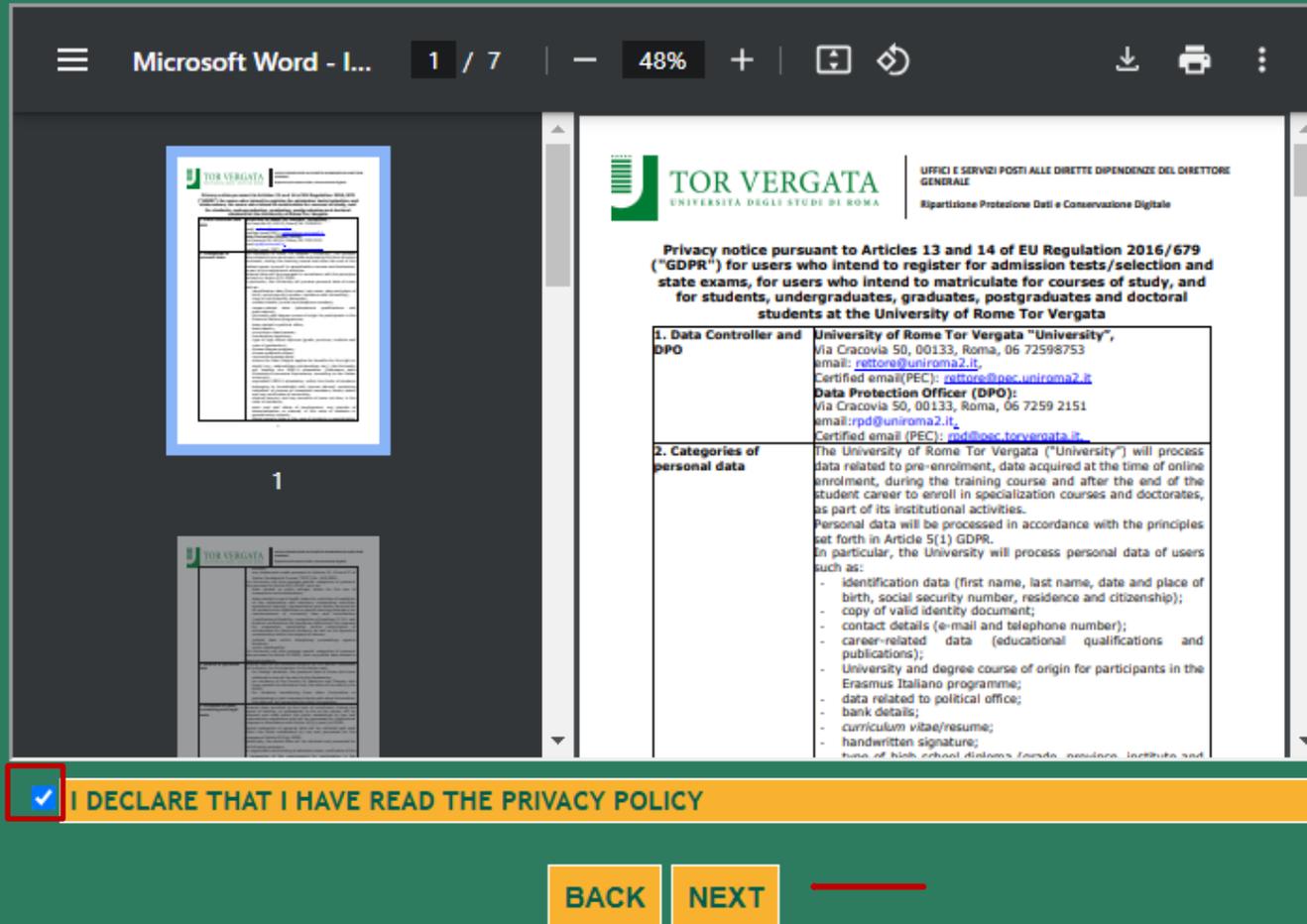
After being accepted:

- 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 residence

## STEP 2 of 29 :

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

## AREA STUDENTI



Microsoft Word - I... 1 / 7 48%

**TOR VERGATA**  
UNIVERSITÀ DEGLI STUDI DI ROMA

UFFICI E SERVIZI POSTI ALLE DIRETTE DIPENDENZE DEL DIRETTORE GENERALE  
Ripartizione Protezione Dati e Conservazione Digitale

**Privacy notice pursuant to Articles 13 and 14 of EU Regulation 2016/679 ("GDPR") for users who intend to register for admission tests/selection and state exams, for users who intend to matriculate for courses of study, and for students, undergraduates, graduates, postgraduates and doctoral students at the University of Rome Tor Vergata**

**1. Data Controller and DPO**  
University of Rome Tor Vergata "University",  
Via Cracovia 50, 00133, Roma, 06 72598753  
email: [rettore@uniroma2.it](mailto:rettore@uniroma2.it)  
Certified email (PEC): [rettore@pec.uniroma2.it](mailto:rettore@pec.uniroma2.it)  
**Data Protection Officer (DPO):**  
Via Cracovia 50, 00133, Roma, 06 7259 2151  
email: [rpd@uniroma2.it](mailto:rpd@uniroma2.it)  
Certified email (PEC): [rpd@pec.torvergata.it](mailto:rpd@pec.torvergata.it)

**2. Categories of personal data**  
The University of Rome Tor Vergata ("University") will process data related to pre-enrolment, data acquired at the time of online enrolment, during the training course and after the end of the student career to enroll in specialization courses and doctorates, as part of its institutional activities.  
Personal data will be processed in accordance with the principles set forth in Article 5(1) GDPR.  
In particular, the University will process personal data of users such as:  
- identification data (first name, last name, date and place of birth, social security number, residence and citizenship);  
- copy of valid identity document;  
- contact details (e-mail and telephone number);  
- career-related data (educational qualifications and publications);  
- University and degree course of origin for participants in the Erasmus Italiano programme;  
- data related to political office;  
- bank details;  
- curriculum vitae/resume;  
- handwritten signature;  
- type of high school diploma (scienze, lettere, istituti sci...

I DECLARE THAT I HAVE READ THE PRIVACY POLICY

BACK NEXT

## STEP 3 of 29 :

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

APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:  
SELECT FACULTY

FACULTY OF ECONOMICS	<input type="radio"/>
FACULTY OF LAW	<input type="radio"/>
FACULTY OF ENGINEERING	<input checked="" type="radio"/>
FACULTY OF ARTS AND PHILOSOPHY	<input type="radio"/>
FACULTY OF MEDICINE AND SURGERY	<input type="radio"/>
FACULTY OF MATHEMATICAL, PHYSICS AND NATURAL SCIENCES	<input type="radio"/>

BACK

NEXT

## STEP 4 of 29 :

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

**APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:  
SELECT PROGRAMME**

CODE	NAME	PROGRAMME DEGREE	ACADEMIC YEAR	DEADLINE	
K73	ENGINEERING SCIENCES A.Y. 2025/2026 - Candidates who do not need a student visa holding an EU or non-EU school title	BACHELOR'S DEGREE	2025/2026	30/11/2025	<input type="radio"/>
K73	ENGINEERING SCIENCES A.Y. 2025/2026 - Candidates who do not need a student visa holding an Italian school title	BACHELOR'S DEGREE	2025/2026	30/11/2025	<input checked="" type="radio"/>
K73	ENGINEERING SCIENCES A.Y 2025/2026 - Candidates who need a student visa holding an EU or non-EU school	BACHELOR'S DEGREE	2025/2026	10/03/2025	<input type="radio"/>
T20	MECHATRONICS ENGINEERING II additional window	MASTER'S DEGREE	2024/2025	28/02/2025	<input checked="" type="radio"/>

BACK

NEXT

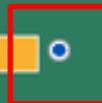
**STEP 5 of 29 :**

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



APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:  
POSITION YOU ARE APPLYING FOR

CANDIDATES WHO NEED A STUDENT VISA HOLDING AN EU OR NON-EU SCHOOL TITLE



BACK

NEXT



## STEP 6 of 29 :

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

# PLEASE READ THIS INFORMATION EXTREMELY CAREFULLY

UNIVERSITÀ DEGLI STUDI DI ROMA TOR VERGATA

LOGOUT *Delphi* Versione: 17.7  
AREA STUDENTI

APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:  
PERSONAL INFORMATION REGISTRATION

K73 - ENGINEERING SCIENCES  
BACHELOR'S DEGREE  
Academic Year 2025/2026

Call for applications A.Y. 2025/2026

Please make sure you check ALL mandatory documents listed in the Call for Applications before uploading your documents.  
Your documents MUST be in the format and MUST be named as indicated in the Call for Applications.  
Any minor discrepancies will affect your application.  
Please read the Call for Applications at the following link: <https://engineering-sciences.uniroma2.it/how-to-apply/>

NAME: *	JANE
SURNAME: *	DOE
SEX: *	F
CITIZENSHIP: *	ARGENTINA

Fields marked with \* are mandatory.

BACK NEXT

## STEP 7 of 29 :

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

**APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:  
PERSONAL INFORMATION REGISTRATION**

Call for applications A.Y. 2025/2026

Please make sure you check ALL mandatory documents listed in the Call for Applications before uploading your documents.

Your documents **MUST** be in the format and **MUST** be named as indicated in the Call for Applications.

Any minor discrepancies will affect your application.

Please read the Call for Applications at the following link: <https://engineering-sciences.uniroma2.it/how-to-apply/>

DATE OF BIRTH: * (DD/MM/YYYY)	28/04/2001 
STATE/PROVINCE OF BIRTH: * (SELECT EE FOR FOREIGN COUNTRY)	EE 
COUNTRY: *	ARGENTINA 
FOREIGN CITY OF BIRTH: *	BUENOS AIRES
EMAIL: *	jane.doe@gmail.com
MOBILE NUMBER: *	0123456789
ACCOUNT SKYPE:	

Fields marked with \* are mandatory.

BACK

NEXT

## 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**

APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:  
PERSONAL INFORMATION REGISTRATION

PERMANENT RESIDENCE

ADDRESS: * (PLEASE INCLUDE STREET, SQUARE, ...)	CALLE LEON DE IRAETA 23
STATE/PROVINCE: * (SELECT EE FOR FOREIGN COUNTRY)	EE ▾
COUNTRY: *	ARGENTINA ▾
FOREIGN CITY *	Buenos Aires
ZIP CODE: *	25896
TELEPHONE NUMBER:	

Fields marked with \* are mandatory.

BACK

NEXT



## STEP 9 of 29 :

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



APPLICATION TO PROGRAMMES TAUGHT  
IN ENGLISH:  
SELF-CERTIFICATION REGISTRATION  
(AUTOCERTIFICAZIONE)

CANDIDATE WITH INVALIDITY EQUALS OR  
GREATER THAN 66%  
AND/OR WITH ART.3 COMMA 1-3 L. 104/92:

HELP REQUIRED (TO BE COMPLETED IF THE  
CANDIDATE IS DISABLED):

CANDIDATE AFFECTED BY SPECIFIC LEARNING  
DISABILITY:  
CLICK IN ORDER TO READ AN IMPORTANT  
NOTICE

BACK

NEXT



## STEP 10 of 29 :

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



### APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:

PASSPORT	
PASSPORT (ID CARD FOR EU APPLICANTS)	ENTER
HIGH-SCHOOL DIPLOMA	
HIGH SCHOOL DIPLOMA	ENTER
PERSONAL AND SCHOOL PROFILE	
PERSONAL AND SCHOOL PROFILE	ENTER
ENGLISH LANGUAGE CERTIFICATE	
ENGLISH LANGUAGE CERTIFICATE	ENTER

BACK

NEXT

## 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



PLEASE FILL IN / UPLOAD THE FOLLOWING DOCUMENT

COPY OF PASSPORT \*

Scegli file

Nessun file selezionato

upload a pdf copy of your passport (or ID card for EU applicant)

Fields marked with \* are mandatory.

BACK

ADD



## 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**



APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:

PASSPORT	
PASSPORT (ID CARD FOR EU APPLICANTS)	
HIGH-SCHOOL DIPLOMA	
HIGH SCHOOL DIPLOMA	ENTER
PERSONAL AND SCHOOL PROFILE	
PERSONAL AND SCHOOL PROFILE	ENTER
ENGLISH LANGUAGE CERTIFICATE	
ENGLISH LANGUAGE CERTIFICATE	ENTER

Student Record:

PASSPORT (ID CARD FOR EU APPLICANTS)	
Copy of passport	
A.pdf	DELETE

BACK

NEXT

## STEP 13 of 29 :

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

PLEASE FILL IN / UPLOAD THE FOLLOWING DOCUMENT

TYPE OF HIGH SCHOOL DIPLOMA \* SCIENCES SCHOOL

*name of diploma*

TOTAL NUMBER OF EDUCATION YEARS \* 5

*number of years of education necessary in order to get the baccalaureate*

NATIONALITY \* ARGENTINA

*select the country of the institute*

GRANTED \*  YES  
 NO

FINAL GRADE

*Final grade granted*

DATE

*(dd/mm/yyyy) High School Diploma Graduation date*

PDF HIGH SCHOOL DIPLOMA  Nessun file selezionato

*upload PDF*

PDF GRADES TRANSCRIPT OBTAINED IN THE LAST ENTIRE ATTENDED SCHOOL YEAR \*  PROVA DOC...N DELPHI.pdf

*upload PDF*

Fields marked with \* are mandatory.

BACK ADD

FOR CANDIDATES WHO  
COMPLETED SECONDARY  
SCHOOL

## STEP 14 of 29 :

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



## APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:

PASSPORT	
PASSPORT (ID CARD FOR EU APPLICANTS)	
HIGH-SCHOOL DIPLOMA	
HIGH SCHOOL DIPLOMA	
PERSONAL AND SCHOOL PROFILE	
PERSONAL AND SCHOOL PROFILE	<b>ENTER</b>
ENGLISH LANGUAGE CERTIFICATE	
ENGLISH LANGUAGE CERTIFICATE	<b>ENTER</b>



## Student Record:

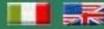
PASSPORT (ID CARD FOR EU APPLICANTS)	
Copy of passport	
A.pdf	<b>DELETE</b>

## 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	YES	100	13/07/2023	B.pdf	C.pdf	<b>DELETE</b>

**BACK****NEXT****STEP 15 of 29 :**

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



PLEASE FILL IN / UPLOAD THE FOLLOWING DOCUMENT

**CERTIFICATE NAME \***   
*Name of certification of knowledge of English (ex. IELTS, TOEFL, etc.)*

**DATE \***   
*Date of issuance of certification*

**COPY OF CERTIFICATION \***  PROVA DOC...N DELPHI.pdf  
*upload a pdf copy of certification of knowledge of English*

Fields marked with \* are mandatory.

BACK

ADD



## STEP 16 of 29 :

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



APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:

PASSPORT
PASSPORT (ID CARD FOR EU APPLICANTS)
HIGH-SCHOOL DIPLOMA
HIGH SCHOOL DIPLOMA
PERSONAL AND SCHOOL PROFILE
PERSONAL AND SCHOOL PROFILE
ENGLISH LANGUAGE CERTIFICATE
ENGLISH LANGUAGE CERTIFICATE

Student Record:

PASSPORT (ID CARD FOR EU APPLICANTS)	
Copy of passport	
A.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	YES	100	13/07/2023	B.pdf	C.pdf

ENGLISH LANGUAGE CERTIFICATE			
Certificate name	Date	Copy of certification	
IELTS	13/07/2024	D.pdf	DELETE

PERSONAL AND SCHOOL PROFILE	
PERSONAL AND SCHOOL PROFILE	
D.pdf	DELETE

BACK

NEXT

# STEP 17 of 29 :

➤ Click **Next** to proceed to your application

APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH:

Select which of the following requirements you have:

Requirements	YES	NO
CURRICULUM VITAE	<input type="radio"/>	<input type="radio"/>

BACK

NEXT

## 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



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:

BACK

NEXT



## STEP 19 of 29 :

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



WHAT WAS YOUR MAIN SOURCE OF INFORMATION WHEN YOU DECIDED TO STUDY AT TOR VERGATA UNIVERSITY OF ROME? (MULTIPLE ANSWERS POSSIBLE)

- High school teaching staff
- University orientation events ("Porte Aperte", "Open Day", etc.)
- University presentations in your school
- Transversal Skills and Orientation Pathways (PCTO, former "Dual System of Vocational Training")
- Press, TV, Radio, University Student Guides
- Orientation events broadcast on social networks (youtube, facebook, instagram)
- The Internet (Degree course, School or University websites)
- Student Fairs (e.g. Campus Orienta, ...)
- Student Fairs abroad (recruitment events or meetings in Embassies, cultural institutes, etc.)
- University
- Foundation Course
- The StudyPortals platform ( <https://studyportals.com/> )
- Friends or relatives
- Other (please specify)

BACK

NEXT 

## STEP 20 of 29 :

➤ Complete accordingly

➤ Click **Next**

CHECK CAREFULLY THAT ALL THE ENTERED DATA ARE CORRECT.

IF THEY ARE CORRECT, CLICK ON THE "CONFIRM INFORMATION DISPLAYED"  
BUTTON  
TO COMPLETE THE APPLICATION.  
WAIT FOR THE PROCESS TO FINISH WITHOUT PRESSING  
ANY ADDITIONAL KEYS!

IF DATA ARE INCORRECT CLICK "BACK" TO CORRECT THEM.

School: FACOLTA' DI INGEGNERIA
Course: ENGINEERING SCIENCES
Category: Candidates who need a student visa holding an EU or non-EU school title
<b>Personal Information</b>
Fiscal Code: DOEJNAD1D6BZ600E
Name and Surname: JANE DOE
Date of Birth: 28/04/2001
Country of Birth: ARGENTINA
City of Birth: BUENOS AIRES
E-Mail: jane.doe@gmail.com
Mobile Number: 0123456789
Skype Account:
<b>Permanent Address</b>
Address: CALLE LEON DE IRAETA 23
Town: ARGENTINA - BUENOS AIRES
Province: EE
Zip Code: 25896
Telephone Number: 0123456789
<b>Self-Certification</b>
Nationality: ARGENTINA
Candidate with invalidity equals or greater than 66% and/or with art.3 comma 1-3 L. 104/92: NO
<b>Declared Titles</b>
ENGLISH LANGUAGE CERTIFICATE
HIGH SCHOOL DIPLOMA
PASSPORT (ID CARD FOR EU APPLICANTS)
PERSONAL AND SCHOOL PROFILE

BACK

CONFIRM DISPLAYED INFORMATION

## 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

## 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

UNIVERSITÀ DEGLI STUDI DI ROMA TOR VERGATA

LOGOUT Delphi Versione: 17.7

AREA STUDENTI

For further information about the payment and to complete the application procedure, you can consult the following link:  
[https://delphi.uniroma2.it/totem/pdf/Assessment\\_en.pdf](https://delphi.uniroma2.it/totem/pdf/Assessment_en.pdf)

Please take note of the following codes.

Fiscal Code DOEJNA01D68Z600E
Ctrl 71464831
Purpose of the payment 203
Amount to be paid Euro 30.00

PRINT APPLICATION



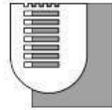
1



2



3



# UNIVERSITA' DEGLI STUDI DI ROMA "TOR VERGATA" APPLICATION

ACADEMIC YEAR 2021/2022



\*DOEJNA01D67Z600C\*

*THE UNDERSIGNED*

<b>Last name</b> DOE	<b>First name</b> JANE	<b>Sex</b> F
-------------------------	---------------------------	-----------------

<b>Nationality</b> ARGENTINA	<b>Date of birth</b> 27/04/2001	<b>Country and Town of birth</b> ARGENTINA - BUENOS AIRES	<b>Province</b> EE
---------------------------------	------------------------------------	--	-----------------------

*PERMANENT RESIDENCE*

<b>Address</b> CALLE LEON DE IRAETA 23	<b>Country and Town</b> ARGENTINA - BUENOS AIRES	<b>Province</b> EE
---	---	-----------------------

<b>Zip code</b> 25896	<b>Telephone Number</b>
--------------------------	-------------------------

<b>e-mail</b> JANE.DOE@GMAIL.COM	<b>Mobile Number</b> 01234564789	<b>Skype Account</b>
-------------------------------------	-------------------------------------	----------------------

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 participate 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

LOGOUT

Delphi Versione: 17.7

AREA STUDENTI

For further information about the payment and to complete the application procedure, you can consult the following link:

[https://delphi.uniroma2.it/totem/pdf/Assessment\\_en.pdf](https://delphi.uniroma2.it/totem/pdf/Assessment_en.pdf)

Please take note of the following codes.

Fiscal Code **DOEJNA01D68Z600E**

Ctrl **71464831**

Purpose of the payment **203**

Amount to be paid **Euro 30.00**

PRINT APPLICATION

## STEP 23 of 29 :

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



## 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](http://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](http://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/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.

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

Condividi  
Inoltra  
Stampa

Allegati  
PagoPA Payment Guide 2024 [pdf](#)



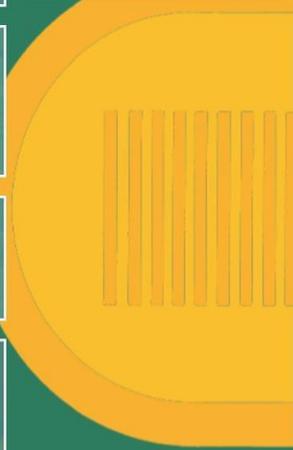
## STEP 24 of 29 :

- To make the payment read the instructions available at:

[https://web.uniroma2.it/en/contenuto/pago\\_pa\\_tutorial76126](https://web.uniroma2.it/en/contenuto/pago_pa_tutorial76126)

- Download the PDF guide and follow the instructions

AREA STUDENTI

<b>INFORMATION AND ASSISTANCE</b> Request Information Request Assistance	<b>1</b> <ul style="list-style-type: none"> <li>Registration to the Admission Tests / Registration to the Compulsary Assessment Tests</li> <li>Assessment of Curricular requirements</li> <li><b>Application to programmes taught in English</b></li> <li>Registration for the test of knowledge of the Italian language</li> </ul>	<b>MORE INFORMATION</b> Welcome to the website <i>Delphi</i> Student Section. Hover the cursor over each of the topics listed in the Box to get <u>more information</u> relevant to the selected text
Offerta formativa <b>OFF.F.</b>	<b>2</b> <ul style="list-style-type: none"> <li>Pre-enrollment</li> <li>Enrollment</li> <li>Transfer from another University (Admission)</li> <li>Registering for a shortened Degree Course</li> </ul>	
<b>QUEST TEST</b> QUESTIONARIO ON-LINE	<b>3</b> <ul style="list-style-type: none"> <li>Enrollment in year two and following years (tuition and contributions)</li> <li>Enrolling Part-time</li> <li>Enrollment in Single Courses</li> </ul>	
<b>GUIDA pagoPA</b>	<b>4</b> <ul style="list-style-type: none"> <li>CAREER MANAGEMENT ONLINE (Requirements, services and opportunities for students already enrolled)</li> </ul>	
<b>A</b> <ul style="list-style-type: none"> <li>Postgraduate Courses</li> <li>State Exams</li> </ul>	<b>B</b> <ul style="list-style-type: none"> <li>Erasmus/Exchange Students</li> </ul>	
<b>C</b> <ul style="list-style-type: none"> <li>Training Days</li> <li>Training Courses</li> <li>High Training Courses</li> </ul>	<b>D</b> <ul style="list-style-type: none"> <li>CLIC Courses / Foundation Course</li> <li>Other types of courses</li> </ul>	

# 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**

AREA STUDENTI

APPLICATION TO PROGRAMMES TAUGHT IN ENGLISH

a

Start application procedures

b

You have already filled out an application

c

Find Ctrl

MORE INFORMATION

All students with a foreign title must request an official Italian translation and legalization of the title issued by the Italian Diplomatic Representation in the country where the title was obtained. The University reserves the right to request further useful documentation in order to verify the elements of the foreign title.

Non-EU students residing abroad applying for visas must apply for pre-enrollment on the University platform and make arrangements with the Italian Diplomatic Representation for the issue of the visa.

**STEP 26 of 29 :**

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



## AREA STUDENTI

You have already filled out an application...  
*(modify, re-print or delete your pre-selection application)*

FISCAL CODE: DOEJNA01D68Z600C

CTRL: 71464831

BACK

SEND

## STEP 27 of 29 :

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

AREA STUDENTI

ASSESSMENT

AY 2021/2022  
K73 - ENGINEERING SCIENCES  
BACHELOR'S DEGREE

- Delete pre-selection application
- Modify pre-selection application
- Request validation
- Re-print pre-selection application
- View uploaded file

## STEP 28 of 29 :

- **Select Request Validation**

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

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)

BACK

CONFIRM PAGOPA

## STEP 29 of 29 :

➤ 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.*