



UNIVERSITÀ DEGLI STUDI DI TORINO

Direzione Didattica e Servizi agli Studenti
Vicolo Benevello 3/A - Torino

ADMINISTRATIVE DEADLINES A.Y. 2017-2018

(Valid for all courses, except for courses of the specializations schools, specializing and master courses, PhD programs, educational courses and vocational training and the Italian teachers traineeship (TFA). For these, please refer to the relevant specific provisions).

1) COURSES WITH A RESTRICTED NUMBER OF PLACES

a) SIGNING UP FOR THE ADMISSION TEST

LOCAL RESTRICTED NUMBER OF PLACES

- Signing up for the admission test to courses with a local restricted number of places, from 10th July, 2017 to 10th August, 2017.

NATIONAL RESTRICTED NUMBER OF PLACES

- To sign up for the admission test to one-long cycle degree programmes with a national restricted number of places, please refer to the announcements of competition specific to each course (Medicine and Surgery, Dentistry and Orthodontics, Veterinary Medicine, Primary Education Sciences).

b) ADMISSION TESTS

The dates for the admission tests will be indicated on each course's announcement of competition and will be published on-line on the official Academic Bulletin:

(https://www.serviziweb.unito.it/albo_ateneo/).

LOCAL ADMISSION TESTS

- The dates for the admission tests for courses with a restricted number of places will be published at least 60 days prior to the admission test

NATIONAL ADMISSION TESTS

- The dates for the admission tests for courses with a restricted number of places will be fixed by the Ministry of Education, University and Research.

c) PUBLICATION OF CLASSIFICATION LISTS (replacing any other kind of personal communication)

- By 9:30 a.m. of the date indicated on each announcement of competition

d) ON-LINE MATRICULATIONS

LOCAL

- From 22nd September 2017 for all courses with a local restricted number of places.



UNIVERSITÀ DEGLI STUDI DI TORINO

NATIONAL

- For the deadlines of matriculation procedures for the courses with a national restricted number of places (Medicine and Surgery, Dentistry and Orthodontics, Veterinary Medicine, Primary Education Sciences), please refer to the announcements of competition, specific to each course.

e) REPLACEMENTS

Once the matriculation process of the admitted students has finished, in case of available places, replacements will be carried out to a maximum of seven times according to the procedures and deadlines foreseen by each announcement of competition.

Furthermore, all students who took part in the admission test and are still placed in the classification lists as NOT PASSED (NON AMMESSI) must declare their interest in matriculation (by submitting the replacement application form) to potentially be replaced in later stages of replacement, during the following dates:

- from 9:30 a.m. of 6th October to the 3:00 p.m. of 9th October 2017;
- from 9:30 a.m. of 24th October to the 3:00 p.m. of 25th October 2017;

Students who do not submit such declaration, in accordance with the procedures and deadlines foreseen by each announcement of competition, will be considered as renouncing (the position in the classification list will be "CANCELLED") and CANNOT BE replaced again, even if there are available places at the end of the procedure.

Replacement procedures end when all the available places are appointed and NO LATER than Friday, the 3rd November 2017 to ensure to all enrolled students to regularly attend the teaching activities.

Students who fail to matriculate in accordance with the procedures and deadlines foreseen by each announcement of competition will be considered as renouncing and consequently lose their place in the classification list.

At the end of the complete scrolling of the classification list - meaning when there are no longer eligible students (IDONEI) but there still are available places - renouncing students might be taken into consideration for replacement in accordance with the procedures and deadlines foreseen by each announcement of competition.



UNIVERSITÀ DEGLI STUDI DI TORINO

Direzione Didattica e Servizi agli Studenti
Vicolo Benevello 3/A – Torino

2) COURSES WITHOUT A RESTRICTED NUMBER OF PLACES

a) MATRICULATION: FIRST CYCLE DEGREES AND ONE-LONG CYCLE DEGREE PROGRAMMES

- on-line procedure starting from 1st September 2017 to 5th October 2017. Tuition fees payment must be done by 4:00 p.m. of 5th October 2017.
- For some first cycle degree courses, it is compulsory to take the TARM test (Entry test for the assessment of minimum requirements) in the scheduled dates. For all other degree courses, it can be sat after the deadline fixed for matriculations.

For the dates of the TARM it is necessary to refer to information present on University Portal and on web-sites of study courses and Schools.

- Moreover, students holding a foreign qualification must go and confirm their matriculation at Sezione Mobilità e Didattica Internazionale-Sportello Studenti Internazionali within 5th October 2017.

b) ENROLMENT: SECOND CYCLE DEGREES

- Submission of a *preliminary admission application*, in order to verify your personal background, to the competent teaching structure in accordance with the procedures and deadlines published on each teaching structure's website, according to the administrative deadlines set by the University.
- If the result is positive, the on-line enrolment starts from 1st September 2017 to 22nd December 2017.

c) LATE MATRICULATIONS (solely for first cycle degree courses and one-long cycle degree programmes)

- Starting from 6th October 2017 to 15th November 2017, along with the payment of the relative fine.
Late matriculations are not possible for the first cycle degree courses, which have the compulsory TARM, as entry requirement in the fixed deadlines.

3) ENROLMENT TO THE FOLLOWING YEARS

- From September and until 5th October 2017 at 4.00 p.m.
If payments are done after this deadline, you will be required to pay the established fine.
The payment of tuition fees implies the enrolment to the new academic year.

4) GENERAL PROVISIONS FOR THE ENROLMENT OF STUDENTS HOLDING A FOREIGN QUALIFICATION.

Students holding a foreign qualification who wish to enrol on first cycle, second cycle degrees and one-long cycle degree programmes are required to submit their application by means of



UNIVERSITÀ DEGLI STUDI DI TORINO

the new form Apply@UniTo, available since March 2017.

Direzione Didattica e Servizi agli Studenti
Vicolo Benevello 3/A – Torino

The new procedure is available at the web-sites:
www.unito.it/servizi/liscrizione/studentiinternazionali and en.unito.it/studying-unito/application-internationalstudents (English version).

Candidates must submit it according to the following deadlines:

- 30th August 2017 for first cycle degrees and one-long cycle degree programmes;
- 30th September 2017 for second cycle degrees with a restricted number of places;
- 30th November 2017 for second cycle degrees.

For second cycle degrees, the evaluation procedure for background and contents must be concluded within one month from submission. If the evaluation is positive, the Section Mobilità e Didattica Internazionale will send to the candidate a declaration of eligibility for enrolment. This procedure (conceived for students holding a foreign qualification and who wish to enrol to a second cycle degree) replaces completely any other evaluation procedure carried out by each study course.

5) CHANGES WITHIN THE UNIVERSITY AND INCOMING TRANSFERS FROM OTHER UNIVERSITY TO DEGREE COURSES WITH A RESTRICTED NUMBER OF PLACES.

- Submission of the on-line application form within and no later than the deadlines, as foreseen by each announcement of competition.
- For one-long cycle degree programmes like Medicine and Surgery, Veterinary Medicine, Dentistry and Orthodontics on-line application form for changes must be also printed out and handed in at Segreteria Studenti within and no later than the deadlines, as foreseen by each announcement of competition.

6) CHANGES WITHIN THE UNIVERSITY AND INCOMING TRANSFERS FROM OTHER UNIVERSITY TO DEGREE COURSES WITHOUT A RESTRICTED NUMBER OF PLACES.

- Submission of the on-line application from 1st September 2017 to 5th October 2017.
- Applications for changes towards a degree course without a restricted number of places, which foresees as entry requirement for the matriculation the compulsory TARM, are allowed only if you sat the TARM in the established deadlines.

7) CHANGES TO A DIFFERENT DEGREE REGULATIONS.

- Submission of the on-line application form from 1st September 2017 to 5th October 2017, at Segreteria Studenti di Polo.

8) OUTGOING CHANGES TOWARDS ANOTHER ITALIAN UNIVERSITY

- Submission of the application form on paper from 1st September 2017 to 5th October 2017, at Segreteria Studenti di Polo.



UNIVERSITÀ DEGLI STUDI DI TORINO

Direzione Didattica e Servizi agli Studenti
Vicolo Benevello 3/A - Torino

9) CHANGING SEAT OF COURSES WITH A RESTRICTED NUMBER OF PLACES

- Submission of the application form on paper within the deadlines, as foreseen by each announcement of competition at Segreteria Studenti di Polo.

10) CHANGING SEAT OF COURSES WITHOUT A RESTRICTED NUMBER OF PLACES

- Submission of the application form on paper from 1st September 2017 to 5th October 2017, at Segreteria Studenti di Polo.

11) LATE CHANGES AND TRANSFERS TOWARDS COURSES WITHOUT A RESTRICTED NUMBER OF PLACES

- Applications for changes, from first year to first year, must be submitted on-line from 6th October 2017 to 15th February 2018 without paying the fine.
- Applications for changes, for the following years, must be submitted on-line from 6th October 2017 to 11th December 2017, by paying the relative fine.
- Applications for transfers are allowed only for the following years and must be submitted on-line from 6th October 2017 to 11th December 2017, along with the relative fine.
- Late changes and transfers applications are allowed towards a degree course which foresees as entry requirement for the matriculation the compulsory TARM, only if you sat the TARM in the established deadlines.

12) CAREER PLAN

- Starting from October 2017 to 28th February 2018 you can choose on-line whether to be a part time or full time student and fill in the on-line career plan
- From 16th April 2018 to 18th May 2018 it is possible to modify solely the career plan (without getting fined), while changing the student status (part time/full time) is not allowed.
- Further deadlines concerning students who are enrolled to courses in accordance with the Old Degree Regulations (i.e. previous to Ministerial Decree 509/99) are autonomously set by each teaching structure.