



Università
di Torino

HANDBOOK FOR STUDENTS

Information on matriculations, enrolments,
changes, transfers and study plan



19 20

Update n°1 - 13nd September 2019



ADMINISTRATIVE DEADLINES

MATRICULATIONS AND ENROLMENTS A.Y. 2019-2020

Here below you will find the deadlines and procedures to matriculate and enrol on each course offered by the University of Turin. It is important to know and follow these instructions in order to avoid paying penalties or to miss out opportunities that cannot be offered throughout the course of the academic year.

Specific provisions can be found in other documents concerning the Specialisation Schools and courses, updating courses and vocational training, Masters of first and second level, PhDs, courses for secondary school teacher training (24 credits). These documents are available on the University website.

Table of Contents

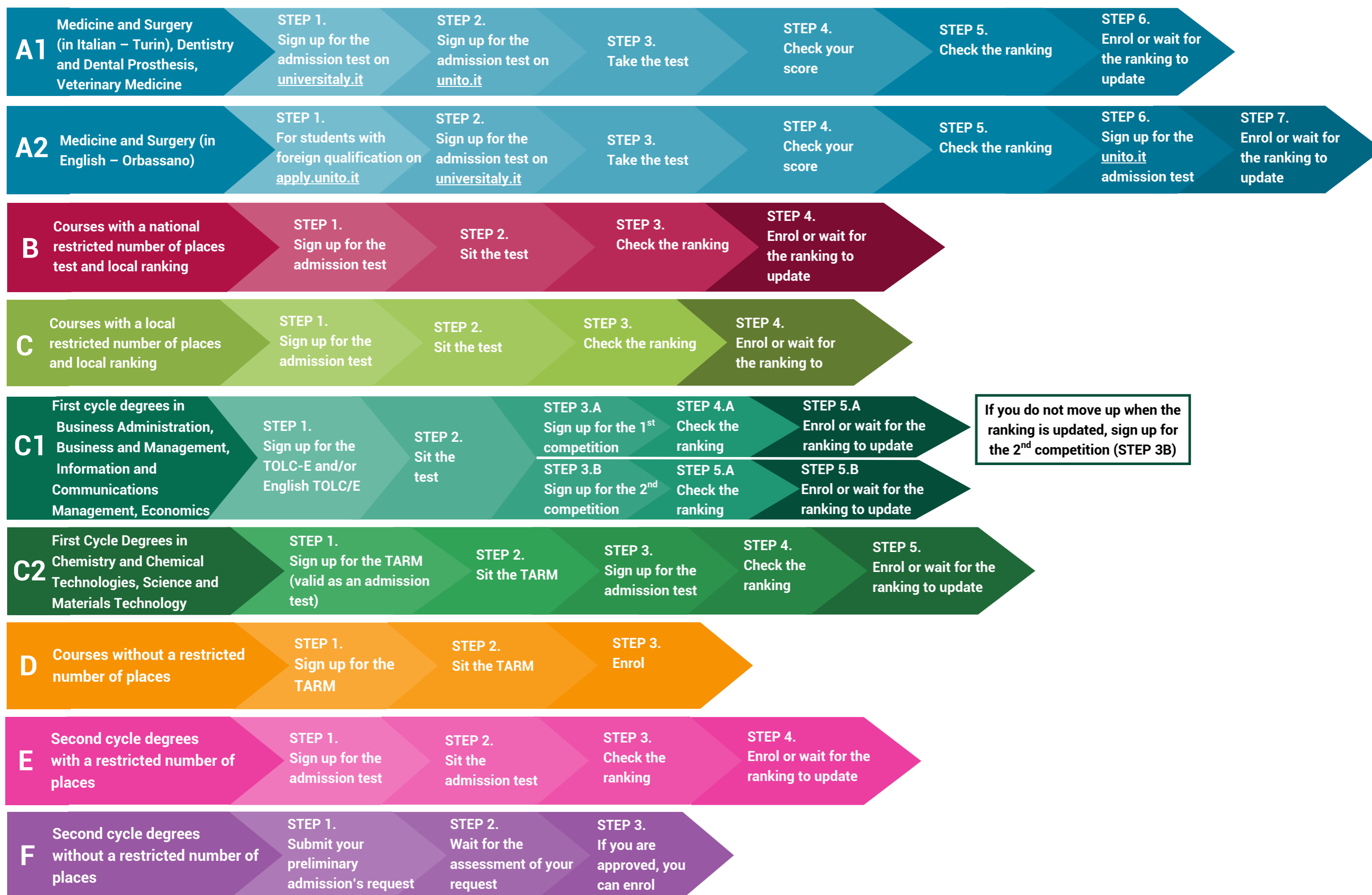
MATRICULATIONS

MATRICULATIONS: OVERVIEW OF THE TYPES OF COURSES	3
A.1 <u>COURSES WITH A NATIONAL RESTRICTED NUMBER OF PLACES AND NATIONAL RANKING MEDICINE AND SURGERY (IN ITALIAN - TURIN) - DENTISTRY AND DENTAL PROSTHESIS, VETERINARY MEDICINE)</u>	4
A.2 <u>COURSES WITH A NATIONAL RESTRICTED NUMBER OF PLACES AND NATIONAL RANKING MEDICINE AND SURGERY (IN ENGLISH - ORBASSANO)</u>	7
B. <u>COURSES WITH A NATIONAL RESTRICTED NUMBER OF PLACES AND LOCAL RANKING</u>	10
C. <u>COURSES WITH A LOCAL RESTRICTED NUMBER OF PLACES AND LOCAL RANKING</u>	14
C.1 <u>FIRST CYCLE DEGREES IN BUSINESS ADMINISTRATION, BUSINESS AND MANAGEMENT, INFORMATION AND COMMUNICATIONS MANAGEMENT, ECONOMICS</u>	18
C.2 <u>FIRST CYCLE DEGREES IN CHEMISTRY AND CHEMICAL TECHNOLOGIES, SCIENCE AND MATERIALS TECHNOLOGY</u>	22
D. <u>DEGREE COURSES WITHOUT A RESTRICTED NUMBER OF PLACES</u>	25
E. <u>SECOND CYCLE DEGREES WITH A RESTRICTED NUMBER OF PLACES</u>	27
F. <u>SECOND CYCLE DEGREES WITHOUT A RESTRICTED NUMBER OF PLACES</u>	30
G. <u>RENEWAL OF THE ENROLMENT FOR THE FOLLOWING YEARS</u>	31
H. <u>ENROLMENT IN SINGLE COURSES</u>	32
I. <u>INTERNAL CHANGES WITHIN THE UNIVERSITY</u>	33
L. <u>TRANSFERS FROM ANOTHER UNIVERSITY</u>	36
M. <u>TRANSFERS TO ANOTHER UNIVERSITY</u>	38
N. <u>SHORTENING A STUDY COURSE</u>	39
O. <u>STUDY PLAN</u>	41

MATRICULATIONS: OVERVIEW OF THE TYPES OF COURSES



UNIVERSITÀ
DEGLI STUDI
DI TORINO



A.1 Courses with a national restricted number of places and national ranking



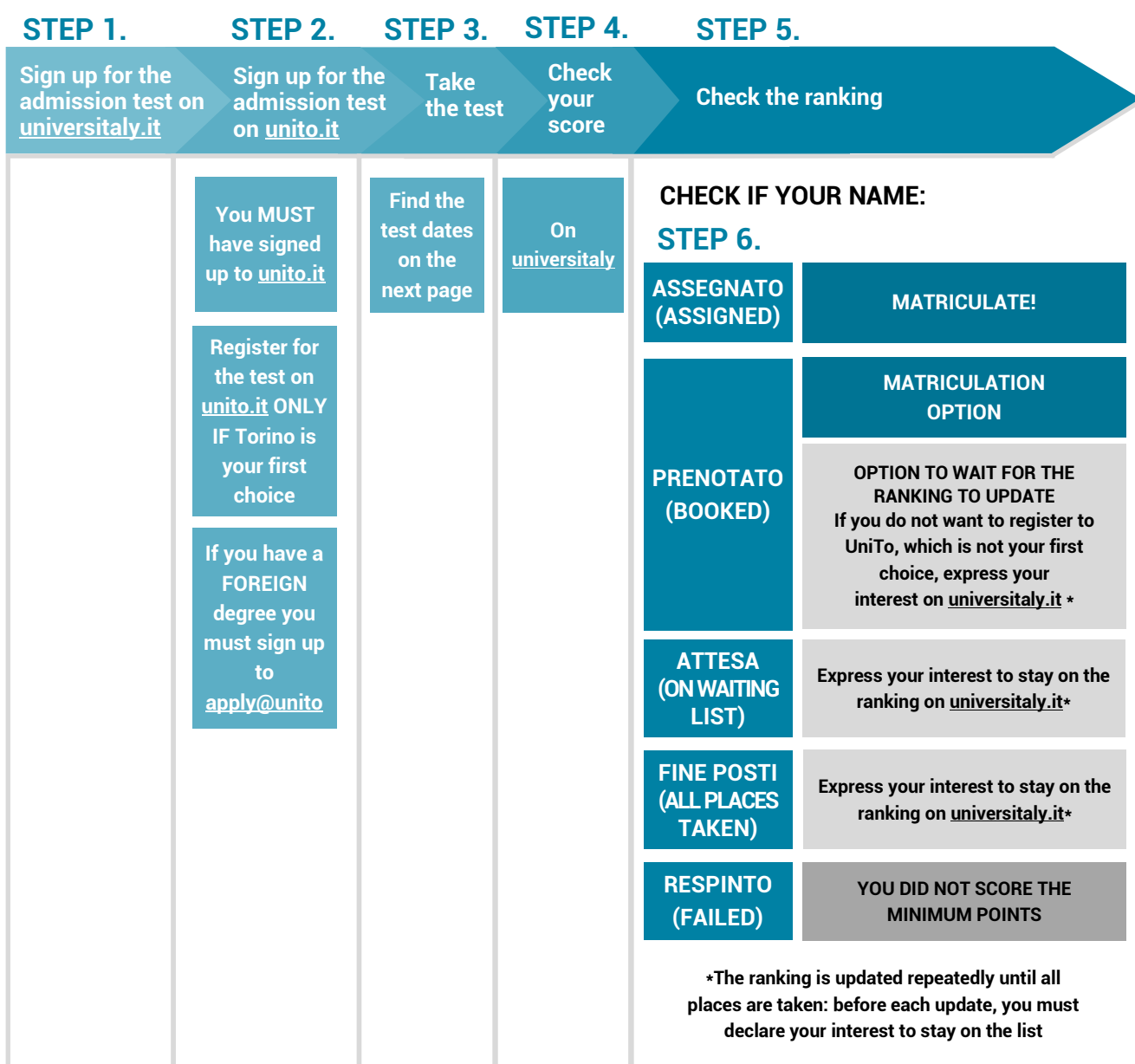
UNIVERSITÀ
DEGLI STUDI
DI TORINO

A. 1 COURSES WITH A NATIONAL RESTRICTED NUMBER OF PLACES AND NATIONAL RANKING

MEDICINE AND SURGERY (IN ITALIAN - TURIN) - DENTISTRY AND DENTAL PROSTHESIS, VETERINARY MEDICINE)

You can register for courses with a national restricted number of places and a national ranking only once you pass the selective admission test. The tests are managed by the Italian Ministry of Education, University and Research (MIUR), which sets the deadlines and procedures. For each degree, there is only one national ranking which includes all the Universities in Italy.

For further information, please refer to the specific call for admission for [Medicine and Surgery \(in Italian - Turin\)](#), [Dentistry and Dental Prosthesis](#) and [Veterinary Medicine](#).



A.1 Courses with a national restricted number of places and national ranking



UNIVERSITÀ
DEGLI STUDI
DI TORINO

1. **REGISTER FOR THE ADMISSION TEST ON**
the national portal: universitaly.it

From 3rd July
at 3 pm (GMT+2) on 25th July 2019

2. **REGISTER FOR THE ADMISSION TEST ON** unito.it
and pay the relevant fee
only if UniTo is **your first choice**

From 5th July
at 12.30 (GMT+2) on 26th July 2019

Follow MyUniTo >> Iscrizioni >> Test di ammissione >> Seleziona il concorso
(To register for the test you must first register on unito.it)



You must take the test at your first choice location



Applicants with FOREIGN qualifications must complete the **online application procedure** (Apply@UniTo) within the dates indicated in the Registration [section of international students](#)

3. **TAKE THE ADMISSION TEST**

Medicine and Surgery (in Italian - Turin)
Dentistry and Dental Prosthesis
Veterinary Medicine

3rd September 2019

4th September 2019

4. **CHECK YOUR TEST SCORE** on the national portal universitaly.it

Medicine and Surgery (in Italian - Turin)
Dentistry and Dental Prosthesis
Veterinary Medicine

17th September 2019

18th September 2019

AND CHECK YOUR EXAM AND YOUR PERSONAL DATA SHEET

Medicine and Surgery (in Italian - Turin)
Dentistry and Dental
Prosthesis and Veterinary Medicine

27th September 2019

27th September 2019

5. **CHECK THE RANKING** on the national portal universitaly.it

Medicine and Surgery (in Italian - Turin)
Dentistry and Dental
Prosthesis and Veterinary Medicine

1st October 2019

1st October 2019

- 6.A IF YOUR NAME IS ASSEGNATO (ASSIGNED) TO UNITO (which was your first choice)
you must matriculate (online) and pay the first instalment

By 3 pm (GMT+2) OF THE FOURTH WORKING DAY from the date of publication/update of the ranking



If your name has been ASSEGNATO (ASSIGNED) and you do not enrol by the deadline, **you will lose the chance to matriculate** in A.Y. 2019/2020.

- 6.B IF YOUR NAME IS PRENOTATO (BOOKED) TO UNITO, you have two options:

- ❖ **OPTION MATRICULATION** (if you are 'booked' to UniTo and you choose to matriculate)
 - 1) Register to unito.it if you have not done yet
 - 2) If you have not taken the UniTo test, register for the relevant admission test by going to MyUniTo >> Iscrizioni >> Test di ammissione >> Riservato candidati che hanno sostenuto il test presso altri Atenei
- BY 2 pm (GMT+2) OF THE FOURTH WORKING DAY* from the date of publication/**

* Including the day of publication/update of the ranking, excluding Saturdays and Sundays

update of the ranking

- 3) Matriculate (online) and pay the first instalment

BY 3 pm (GMT+2) OF THE FOURTH WORKING DAY* from the date of publication/ update of the ranking

- ❖ **OPTION: UPDATE OF THE RANKING** (if you do not intend to matriculate in UniTo where you have 'prenotato' (booked) status and you wish to wait for the updated ranking)

You must declare your interest in staying in the national ranking on the national website universitaly.it **BY 12 pm - noon (GMT+2) OF THE FIFTH WORKING DAY* from the publication/update of the rankings.**

- IF YOUR NAME IS 'ASSEGNATO' (ASSIGNED) TO UNITO ONCE THE RANKING HAS BEEN UPDATED

Follow the procedure in point [6. A](#)

- IF YOUR NAME IS 'PRENOTATO' (BOOKED) TO UNITO ONCE THE RANKING HAS BEEN UPDATED

Follow the procedure in point [6. B](#)



The ranking is updated repeatedly until all places are filled

6.C IF YOUR NAME IS 'ATTESA' (ON WAITING LIST), it means you are currently not assigned or booked to UniTo

6.D IF YOUR NAME APPEARS NEXT TO 'FINE POSTI (NO MORE PLACES), it means all places have been taken, but in the event people drop out, places may become available.

In cases 6.C and 6.D, **if you wish to stay in the ranking** and have the chance to be booked or assigned to UniTo in subsequent updates to the ranking, **you must declare your intention of staying on the national ranking** through national website universitaly.it **BY 12.00 (GMT + 2) of the FIFTH WORKING DAY*** from the publication/updating of the ranking.

The ranking is updated repeatedly until all places are filled. - If after the update, your name is:

- ASSEGNATO (ASSIGNED): follow the instructions under [6.A](#)
- 'PRENOTATO' (BOOKED): follow the instructions under [6.B](#)
- 'ATTESA' (ON WAITING LIST): follow the instructions under 6.C
- 'FINE POSTI' (NO MORE PLACES): follow the instructions under 6.D

**Students with foreign qualifications**

The same deadlines apply to students in possession of foreign qualifications.

If the documentation is not presented in full **by the date of your enrolment**, the student will be given a **conditional enrolment** (students can attend the lessons but cannot define their study plan or take exams) and must provide the missing documentation **within 60 days**. Failure to present said documentation will result in the cancellation of the registration.

Only in the event of serious and justified reasons which are outside the student's control, the student will be allowed to officially enrol and to produce the missing documentation by the end of the academic year of your enrolment.

For more information about the enrolment procedure you can visit the pages [Application for international students](#) and [Iscrizione per studenti internazionali](#).



If you wish to enrol on a course without a restricted number of places, the admission test will be considered a Minimum Requirement Assessment Test (TARM) irrespective of the score obtained (see p.25)

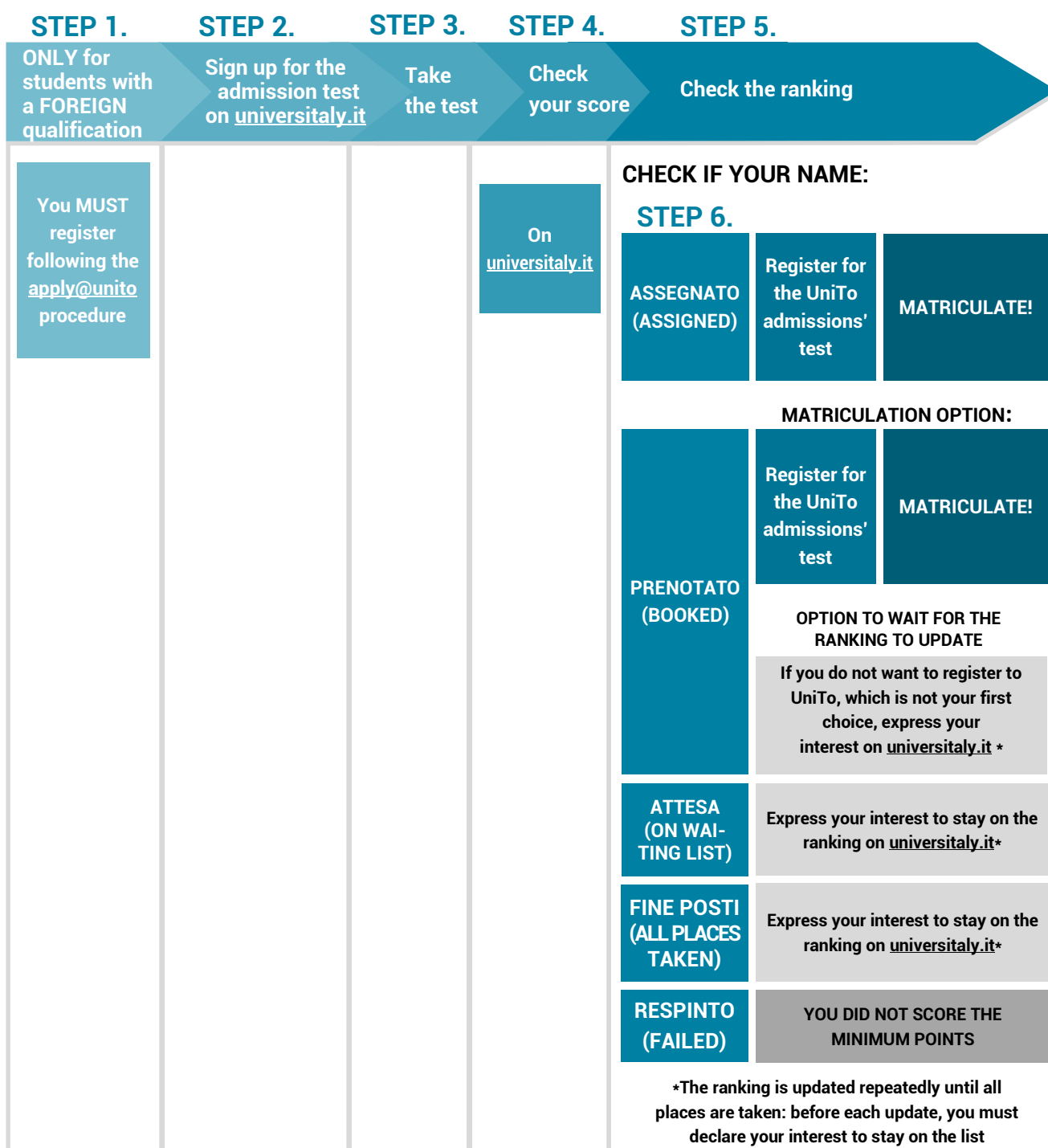
* Including the day of publication/update of the ranking, excluding Saturdays and Sundays

A2. COURSES WITH A NATIONAL RESTRICTED NUMBER OF PLACES AND NATIONAL RANKING

MEDICINE AND SURGERY (IN ENGLISH ORBASSANO)

You can register for courses with a national restricted number of places and a national ranking **only once you pass the selective admission test**. The tests are managed by the Italian Ministry of Education, University and Research (MIUR), which sets the deadlines and procedures. For each degree, there is only one national ranking which includes all the Universities in Italy.

For further information, refer to the [Medicine and Surgery](#) call for admission.



A.2 Courses with a national restricted number of places and national



UNIVERSITÀ
DEGLI STUDI
DI TORINO

1. **ONLY IF YOU HAVE A FOREIGN QUALIFICATION, REGISTER TO APPLY@UNITO**
within the dates indicated in the "Registration for International Students" section on the unito.it website
2. **REGISTER FOR THE ADMISSION TEST ON**
the national portal universitaly.it From 3rd July
at 3 pm (GMT+2) on 25th July 2019
3. **TAKE THE ADMISSION TEST** 12th September 2019
4. **CHECK YOUR TEST SCORE** on the national portal universitaly.it
AND CHECK YOUR EXAM AND YOUR PERSONAL DATA SHEET 26th September 2019
4th October 2019
5. **CHECK THE RANKING** on the national portal universitaly.it 9th October 2019
- 6.A **IF YOUR NAME IS ASSEGNATO (ASSIGNED) TO UNITO** (which was your first choice)
 - 1) Register to unito.it if you have not done yet
 - 2) Go to MyUniTo >> Test di ammissione >> One long-cycle degree programme in Medicine and Surgery (laurea magistrale ciclo unico 6 anni in Medicine and Surgery)
 - 3) *Matriculate (online) and pay the first instalment*
WITHIN the FOURTH WORKING DAY* from the publication/update of the ranking



If your name has been ASSEGNATO (ASSIGNED) and you do not enrol by the deadline, **you will lose the chance to matriculate** in A.Y. 2019/2020.

6.B IF YOUR NAME IS PRENOTATO (BOOKED) TO UNITO, you have two options:

- ❖ **OPTION MATRICULATION** (if you are 'booked' to UniTo and you choose to matriculate)
 - 1) Register to unito.it if you have not done yet
 - 2) Go To MyUniTo >> Iscrizioni >> Test di ammissione >> One long-cycle degree programme in Medicine and Surgery (six year single cycle degree in Medicine and Surgery)
BY 2 pm (GMT+2) OF THE FOURTH WORKING DAY* from the date of publication/update of the ranking
 - 3) Matriculate (online) and pay the first instalment
BY 3 pm (GMT+2) OF THE FOURTH WORKING DAY* from the date of publication/update of the ranking
- ❖ **OPTION: UPDATE OF THE RANKING** (if you do not intend to matriculate in UniTo where you have 'prenotato' (booked) status and you wish to wait for the updated ranking)
You must declare your interest in staying in the national ranking on the national website universitaly.it **BY 12 pm - noon (GMT+2) OF THE FIFTH WORKING DAY* from the publication/update of the rankings.**
 - **IF YOUR NAME IS 'ASSEGNATO' (ASSIGNED) TO UNITO ONCE THE RANKING HAS BEEN UPDATED**
Follow the procedure in point 6. A
 - **IF YOUR NAME IS 'PRENOTATO' (BOOKED) TO UNITO ONCE THE RANKING HAS BEEN UPDATED**
Follow the procedure in point 6. B
The ranking is updated repeatedly until all places are filled.

* Including the day of publication/update of the ranking, excluding Saturdays and Sundays

A.2 Courses with a national restricted number of places and national



UNIVERSITÀ
DEGLI STUDI
DI TORINO

6.C IF YOUR NAME IS 'ATTESA' (ON WAITING LIST), it means you are currently not assigned or booked to UniTo

6.D IF YOUR NAME APPEARS NEXT TO 'FINE POSTI (NO MORE PLACES), it means all places have been taken, but in the event people drop out, places may become available.

In cases 6.C and 6.D, **if you wish to stay in the ranking** and have the chance to be booked or assigned to UniTo in subsequent updates to the ranking, **you must declare your intention of staying on the national ranking** through national website universitaly.it **BY 12.00 (GMT + 2) of the FIFTH WORKING DAY*** from the publication/updating of the ranking.

The ranking is updated repeatedly until all places are filled. - If after the update, your name is:

- ASSEGNATO (ASSIGNED): follow the instructions under [6.A](#)
- 'PRENOTATO' (BOOKED): follow the instructions under [6.B](#)
- 'ATTESA' (ON WAITING LIST): follow the instructions under 6.C
- 'FINE POSTI' (NO MORE PLACES): follow the instructions under 6.D



Students with foreign qualifications

The same deadlines apply to students in possession of foreign qualifications.

If the documentation is not presented in full **by the date of your enrolment**, the student will be given a **conditional enrolment** (students can attend the lessons but cannot define their study plan or take exams) and must provide the missing documentation **within 60 days**. Failure to present said documentation will result in the cancellation of the registration.

Only in the event of serious and justified reasons which are outside the student's control, the student will be allowed to officially enrol and to produce the missing documentation by the end of the academic year of your enrolment.

For more information about the enrolment procedure you can visit the pages [Application for international students](#) and [Iscrizione per studenti internazionali](#).



If you wish to enrol on a course without a restricted number of places, the admission test will be considered a Minimum Requirement Assessment Test (TARM) irrespective of the score obtained (see p.25)

* Including the day of publication/update of the ranking, excluding Saturdays and Sundays

B. Courses with a national restricted number of places and a local ranking



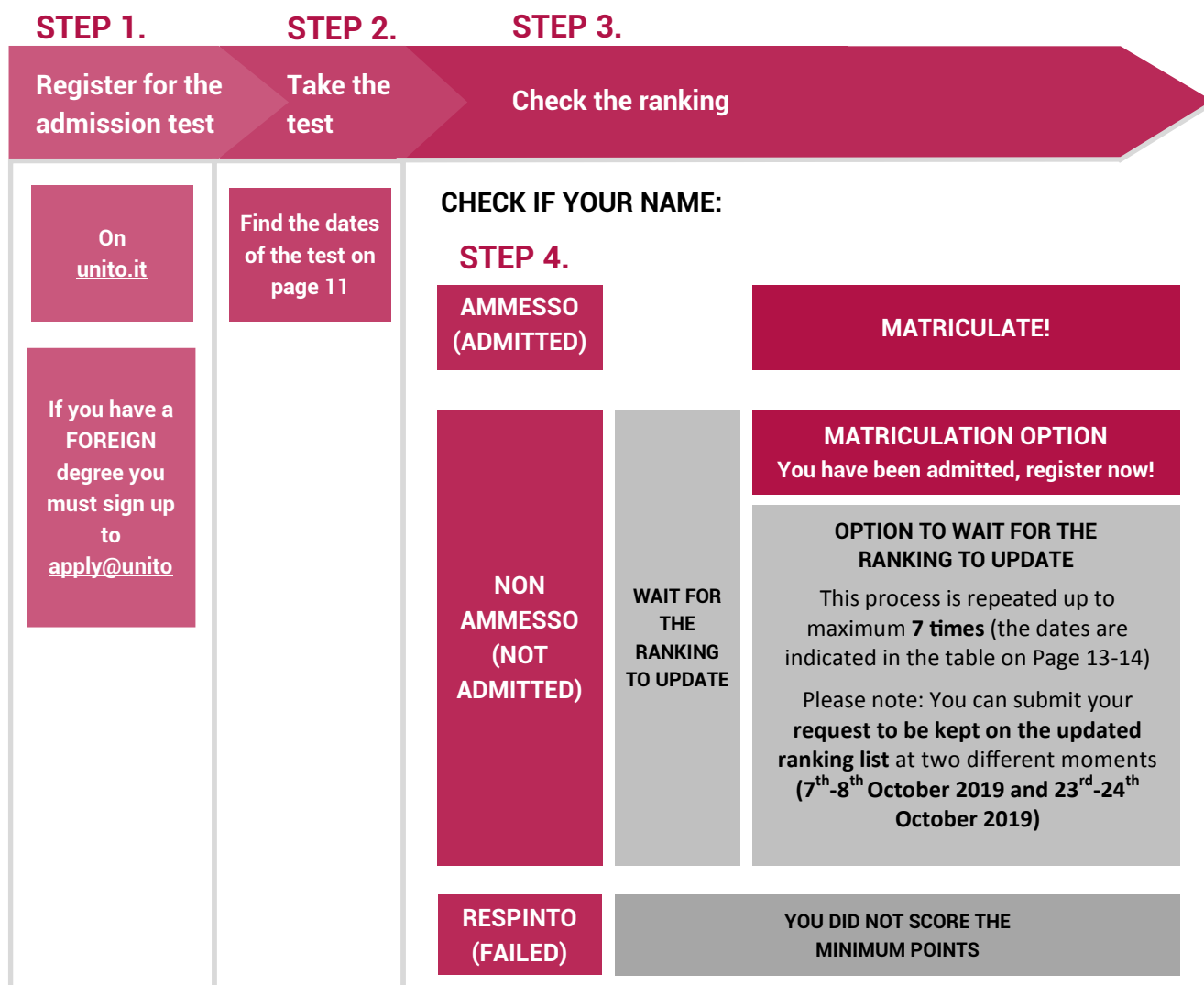
B. COURSES WITH A NATIONAL RESTRICTED NUMBER OF PLACES AND A LOCAL RANKING

This refers to:

- Health Professions
- Sciences of Primary Education

You can register for courses with a national restricted number of places and a local ranking only once you pass the selective admission test. The University sets the test autonomously, following ministerial guidelines: the unique date in whole Italy, the number of places available and the question topics. In this case, the score and management of the rankings are local.

For further information, check the calls for admission for [Health Professions](#) and [Sciences of Primary Education](#).



B. Courses with a national restricted number of places and a local ranking



UNIVERSITÀ
DEGLI STUDI
DI TORINO

1. REGISTER FOR THE ADMISSION TEST

Register for the test online unito.it
and payment for the admissions test
(To register for the test, first register on unito.it)

From 2nd July
at 1 pm (GMT+2) on 7th August 2019



Applicants with FOREIGN qualifications must complete the **online application procedure** (Apply@UniTo) within the dates indicated in the Registration [section for international students](#)

2. TAKE THE ADMISSION TEST

Health Professions
Sciences of Primary Education

11th September 2019
13th September 2019

3. CHECK THE RANKING

on MyUniTo based on your expressed preferences*

Health Professions
Sciences of Primary Education

23rd September 2019
26th September 2019

4.A IF YOUR NAME IS "AMMESSO" (AMMITTED)

You must matriculate (online) and pay the first instalment

Health Professions

By 3 pm (GMT+2)
on 25th September 2019

Sciences of Primary Education

By 3 pm (GMT+2)
on 30th September 2019

4.B IF YOUR NAME IS "NON AMMESSO" (NOT ADMITTED)

Wait for the ranking to update and see if your name is now:

- **"AMMESSO" (ADMITTED)** in this case, you need to enrol within the deadline indicated in the table on page 12-13)
- **"NON AMMESSO" (NOT ADMITTED)** in this case, follow the procedure and the deadlines indicated in the table on page 12-13)



If your name has been ASSEGNATO (ASSIGNED) and you do not enrol by the deadline, **you will lose the chance to matriculate** in A.Y. 2019/2020.



Students with foreign qualifications

The same deadlines apply to students in possession of foreign qualifications.

If the documentation is not presented in full **by the date of your enrolment**, the student will be given a **conditional enrolment** (students can attend the lessons but cannot define their study plan or take exams) and must provide the missing documentation **within 60 days**. Failure to present said documentation will result in the cancellation of the registration.

Only in the event of serious and justified reasons which are outside the student's control, the student will be allowed to officially enrol and to produce the missing documentation by the end of the academic year of your enrolment.

For more information about the enrolment procedure you can visit the pages [Application for international students](#) and [Iscrizione per studenti internazionali](#).

* The general ranking is available online on [Albo on line di Ateneo](#)

B. Courses with a national restricted number of places and a local ranking



Health Professions	
MATRICULATIONS ADMITTED	From 9.30 am on 23 rd September at 3pm (GMT + 2) on 25 th September 2019
1st Ranking Update	Ranking published on 27 th September 2019
	Matriculate from 9.30 am on 27 th September to 3pm (GMT+2) on 30 th September 2019
2nd Ranking Update	Ranking published on 2 nd October 2019
	Matriculate from 9.30 am on 2 nd October at 3pm (GMT+2) on 3 rd October 2019
Ranking update request only for applicants who are NOT ADMITTED from 7th October at 3 pm (GMT +2) on 8th October 2019 <i>Applicants who do not declare their interest in being included in the ranking update will be considered withdrawn, their ranking status will be "ANNULLED" and they can no longer be selected</i>	
3rd Ranking Update	Ranking published on 10 th October 2019
	Matriculate from 9.30 am on 10 th October at 3pm (GMT + 2) on 11 th October 2019
4th Ranking Update	Ranking published on 15 th October 2019
	Matriculate from 9.30 am on 15 th October at 3pm (GMT +2) on 16 th October 2019
5th Ranking Update	Ranking published on 18 th October 2019
	Matriculate from 9.30 am on 18 th October at 3pm (GMT +2) on 21 st October 2019
Ranking update request only for applicants who are NOT ADMITTED from 9.30 am on 23rd October at 3pm (GMT +2) on 24th October 2019 <i>Applicants who do not declare their interest in being included in the ranking update will be considered withdrawn, their ranking status will be "ANNULLED" and they can no longer be selected</i>	
6th Ranking Update	Ranking published on 28 th October 2019
	Matriculate from 9.30 am on 28 th October at 3pm (GMT +2) on 29 th October 2019
7th Ranking Update	Ranking published on 31 st October 2019
	Enrol from 9.30 am on 31 st October at 3pm (GMT +2) on 4 th November 2019

The ranking updates end when **all available places are filled** and, in any case by **4th November 2019**.

B. Courses with a national restricted number of places and a local ranking



Sciences of Primary Education	
MATRICULATIONS ADMITTED	From 9.30 am on 26 th September at 3pm (GMT +2) on 30 th September 2019
1 st Ranking Update	Ranking published on 2 nd October 2019
	Enrol from 9.30 am on 2 nd October at 3pm (GMT+2) on 3 rd October 2019
Ranking update request only for applicants who are NOT ADMITTED from 7th October at 3 pm (GMT +2) on 8th October 2019 <i>Applicants who do not declare their interest in being included in the ranking update will be considered withdrawn, their ranking status will be "ANNULLED" and they can no longer be selected</i>	
2 nd Ranking Update	Ranking published on 10 th October 2019
	Enrol from 9.30 am on 10 th October to 3 pm (GMT +2) on 11 th October 2019
3 rd Ranking Update	Ranking published on 15 th October 2019
	Enrol from 9.30 am on 15 th October at 3pm (GMT +2) on 16 th October 2019
4 th Ranking Update	Ranking published on 18 th October 2019
	Enrol from 9.30 am on 18 th October at 3pm (GMT +2) on 21 st October 2019
Ranking update request only for applicants who are NOT ADMITTED from 9.30 am on 23rd October at 3pm (GMT +2) on 24th October 2019 <i>Applicants who do not declare their interest in being included in the ranking update will be considered withdrawn, their ranking status will be "ANNULLED" and they can no longer be selected</i>	
5 th Ranking Update	Ranking published on 28 th October 2019
	Enrol from 9.30 am on 28 th October at 3pm (GMT +2) on 29 th October 2019
6 th Ranking Update	Ranking published on 31 st October 2019
	Enrol from 9.30 am on 31 st October at 3pm (GMT +2) on 4 th November 2019
7 th Ranking Update	Ranking published on 6 th November 2019
	Enrol from 9.30 am on 6 th November at 3pm (GMT +2) on 7 th November 2019

The ranking updates end when **all available places are filled** and, in any case by **7th November 2019**.



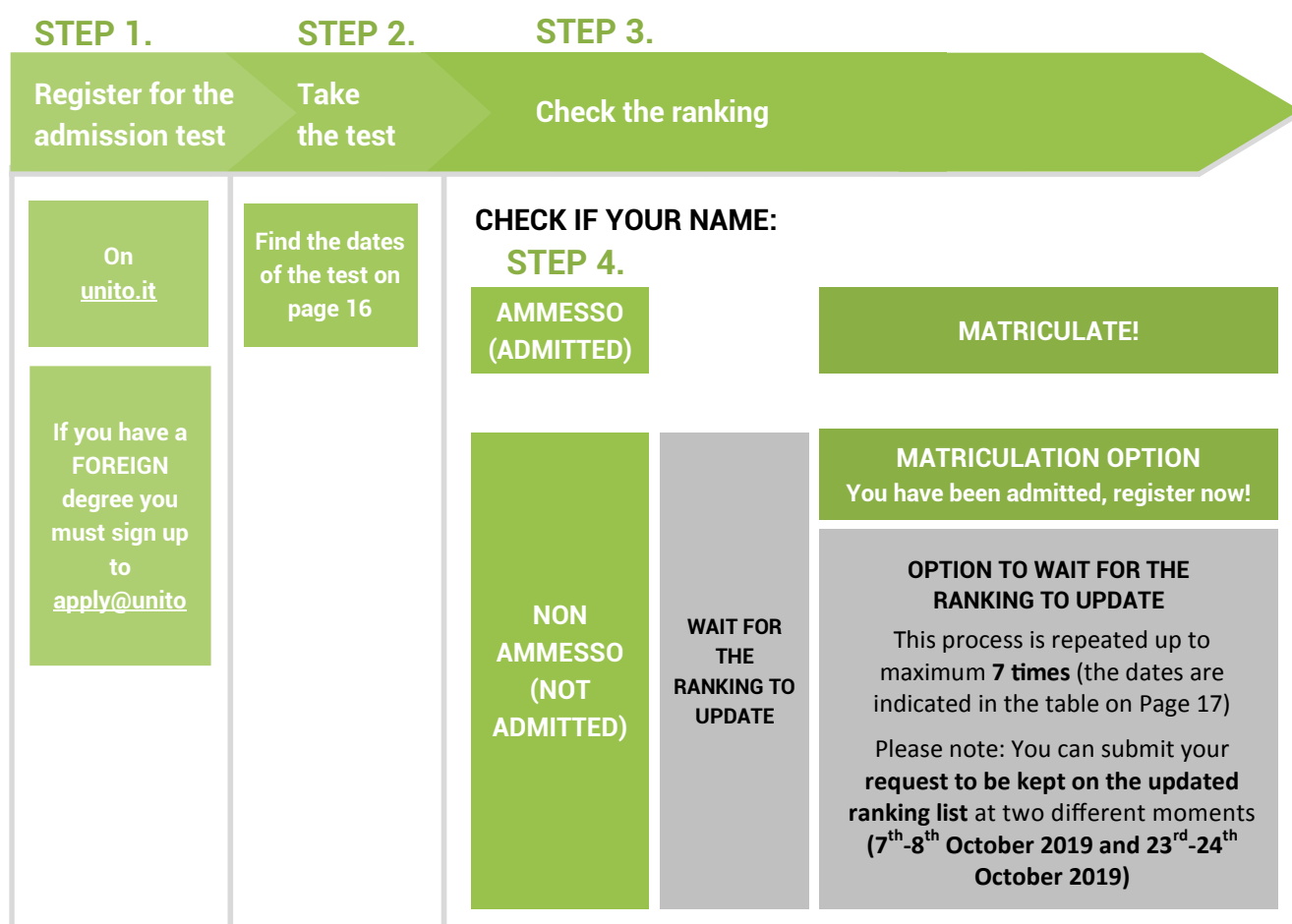
If you wish to enrol on a course without a restricted number of places, the admission test will be considered a Minimum Requirement Assessment Test (TARM) irrespective of the score obtained (see p.25)

C. COURSES WITH A LOCAL RESTRICTED NUMBER OF PLACES AND LOCAL RANKING

This refers to all first cycle degrees and one-long cycle degree programmes which have a limited number of places available at UniTo. For further information, check the call for admission of the relating course:

- [Conservation and restoration of cultural property](#)
- [Biotechnology](#)
- [Biological Science](#)
- [Sports Science \(Turin, Asti and Cuneo\)](#)
- [Psychological Science and Techniques](#)
- [Pharmaceutical technology and Chemistry/ Pharmacy](#)
- [Education Science Torino - Savigliano](#)
- [Strategic and Safety Science](#)
- [Viticulture and Oenology/Food Science](#)
- [Optics and Optometry](#)

Courses with a local restricted number of places and local ranking allow applicants to enrol only once they have passed a selective admission test. The University chooses the questions, test dates and places available autonomously.



C. Courses with a local restricted number of places and local ranking



UNIVERSITÀ
DEGLI STUDI
DI TORINO

1. REGISTER FOR THE ADMISSION TEST

Register for the test online unito.it
and payment for the admissions test
(To register for the test, first register on unito.it)

**From 2nd July
at 1 pm (GMT+2) on 7th August 2019**



Applicants with FOREIGN qualifications must complete the **online application procedure** (Apply@UniTo) within the dates indicated in the Registration [section for international students](#)

2. TAKE THE ADMISSION TEST

The test dates are available on the table on page 16

3. CHECK THE RANKING

on MyUniTo based on your expressed preferences*

The dates on which the rankings are issued are available on the table on Page 16

IF YOUR NAME IS "AMMESSO" (AMMITTED)

You must enrol (online) and pay the first instalment

**By 3 pm (GMT+2)
on 25th September 2019**

3.B IF YOUR NAME IS "NON AMMESSO" (NOT ADMITTED)

Wait for the ranking to update and see if your name is now:

- **"AMMESSO" (ADMITTED)** in this case, you need to enrol within the deadline indicated on the table in the page 17.
- **"NON AMMESSO" (NOT ADMITTED)** in this case, follow the procedure and the deadlines indicated on the table in the page 17.



If your name has been ASSEGNATO (ASSIGNED) and you do not enrol by the deadline, **you will lose the chance to matriculate** in A.Y. 2019/2020.



Students with foreign qualifications

The same deadlines apply to students in possession of foreign qualifications. If the documentation is not presented in full **by the date of your enrolment**, the student will be given a **conditional enrolment** (students can attend the lessons but cannot define their study plan or take exams) and must provide the missing documentation **within 60 days**. Failure to present said documentation will result in the cancellation of the registration. Only in the event of serious and justified reasons which are outside the student's control, the student will be allowed to officially enrol and to produce the missing documentation by the end of the academic year of your enrolment.

For more information about the enrolment procedure you can visit the pages [Application for international students](#) and [Iscrizione per studenti internazionali](#).

* The general ranking is available online on [Albo on line di Ateneo](#)

C. Courses with a local restricted number of places and local ranking



Study Course	Admission test date	Publication of rankings
Conservation and restoration of cultural property	1st test (practical): 3 rd September 2019 2nd test (practical): 6 th September 2019 3rd test (oral): 11 th September 2019	23 rd September 2019
Biotechnology	5 th September 2019	20 th September 2019
Biological Science	6 th September 2019	23 rd September 2019
Sports Science (Turin, Asti and Cuneo)	2 nd September 2019	17 th September 2019
Psychological Science and Techniques	5 th September 2019	20 th September 2019
Pharmaceutical technology and Chemistry Pharmacy	6 th September 2019	20 th September 2019
Educational Science Turin - Savigliano	10 th September 2019	23 rd September 2019
Strategic Science and Safety Science	6 th September 2019	20 th September 2019
Viticulture and Oenology Food Science	10 th September 2019	23 rd September 2019
Optics and Optometry	9 th September 2019	23 rd September 2019

C. Courses with a local restricted number of places and local ranking



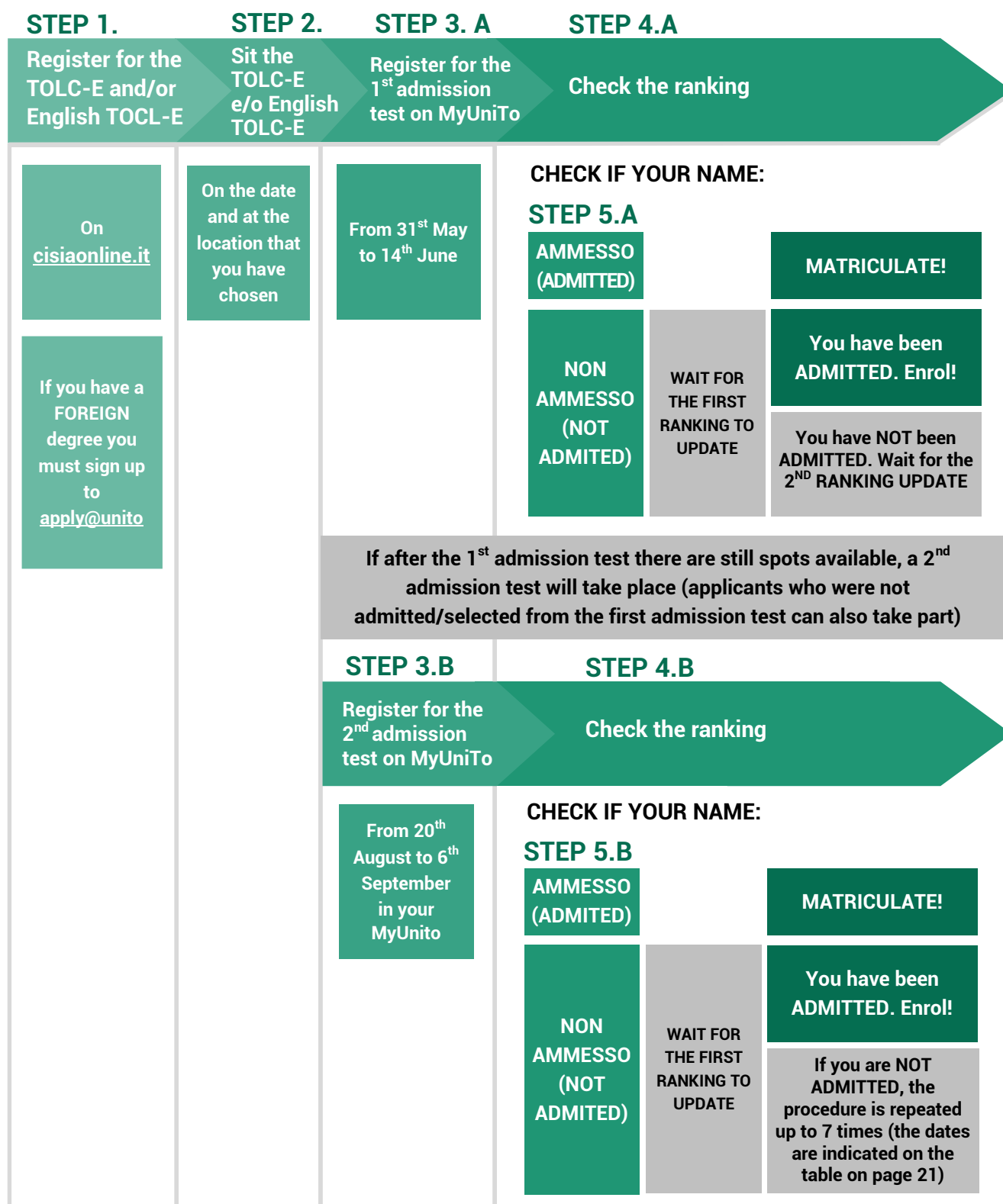
All courses with a local restricted number of places and local ranking	
MATRICULATIONS ADMITTED	From 9.30 am on 23 rd September at 3pm (GMT + 2) on 25 th September 2019
1 st Ranking Update	Ranking published on 27 th September 2019
	Matriculate from 9.30 am on 27 th September to 3pm (GMT+2) on 30 th September 2019
2 nd Ranking Update	Ranking published on 2 nd October 2019
	Matriculate from 9.30 am on 2 nd October at 3pm (GMT+2) on 3 rd October 2019
Ranking update request only for applicants who are NOT ADMITTED from 7th October at 3 pm (GMT +2) on 8th October 2019 <i>Applicants who do not declare their interest in being included in the ranking update will be considered withdrawn, their ranking status will be "ANNULLED" and they can no longer be selected</i>	
3 rd Ranking Update	Ranking published on 10 th October 2019
	Matriculate from 9.30 am on 10 th October at 3pm (GMT + 2) on 11 th October 2019
4 th Ranking Update	Ranking published on 15 th October 2019
	Matriculate from 9.30 am on 15 th October at 3pm (GMT +2) on 16 th October 2019
5 th Ranking Update	Ranking published on 18 th October 2019
	Matriculate from 9.30 am on 18 th October at 3pm (GMT +2) on 21 st October 2019
Ranking update request only for applicants who are NOT ADMITTED from 9.30 am on 23rd October at 3pm (GMT +2) on 24th October 2019 <i>Applicants who do not declare their interest in being included in the ranking update will be considered withdrawn, their ranking status will be "ANNULLED" and they can no longer be selected</i>	
6 th Ranking Update	Ranking published on 28 th October 2019
	Matriculate from 9.30 am on 28 th October at 3pm (GMT +2) on 29 th October 2019
7 th Ranking Update	Ranking published on 31 st October 2019
	Enrol from 9.30 am on 31 st October at 3pm (GMT +2) on 4 th November 2019

The ranking updates end when **all available places are filled** and, in any case by **4th November 2019**.



If you wish to enrol on a course without a restricted number of places, the admission test will be considered a Minimum Requirement Assessment Test (TARM) irrespective of the score obtained (see p.25)

C. 1 FIRST CYCLE DEGREES IN BUSINESS ADMINISTRATION, BUSINESS AND MANAGEMENT, INFORMATION AND COMMUNICATIONS MANAGEMENT, ECONOMICS



1. REGISTER FOR THE TOLC-E and/or English TOCL-E test

Register online on cisiaonline.it

Select a [date](#) and location in which to sit the test and pay for the enrolment



Applicants with FOREIGN qualifications must complete the **online application procedure** (Apply@UniTo) within the dates indicated in the Registration [section for international students](#)

2. SIT THE TOLC-E and/or English TOLC-E

Turn up on the day you have selected and sit the TOCL-E and/or English TOLC-E test

3.A REGISTER FOR THE ADMISSION TEST (1ST TEST) ON MyUniTo

If you obtain at least 20 points, you can join the UniTo ranking

Follow the guidelines on MyUniTo

Iscrizioni >> Test di ammissione >>

Select the test you are interested in

(To register for the test you must first register on unito.it)

**From 31st May
at 23.59 (GMT +2) del 14th June 2019**

4.A CHECK THE RANKINGS

on MyUniTo on the basis of your expressed preferences*

By 10th July 2019

5.A IF YOUR NAME IS "AMMESSO" (ADMITTED)

you must register (online)

and pay the first instalment

**From 15th July
at 3 pm (GMT + 2) on 19th July 2019**

IF YOUR NAME IS "NON AMMESSO (NOT ADMITTED)

Wait for the 1st ranking update

**From 23rd July to 24th July 2019 at 3 pm (GMT + 2)
on 24th July 2019**

6.A WAIT FOR THE 1ST RANKING UPDATE

You are "AMMESSO" (ADMITTED): register

You are "NON AMMESSO" (NOT ADMITTED):

wait for the 2nd ranking update

By 3 pm (GMT+2) on 24th July 2019

From 26th to 29th July 2019

7.A WAIT FOR THE 2ND RANKING UPDATE

You are "AMMESSO" (ADMITTED): register

You are "NON AMMESSO" (NOT ADMITTED): follow point [3.B](#)

By 3 pm (GMT+2) on 29th July 2019

3.B REGISTER FOR THE ADMISSION TEST (2ND TEST) ON MyUniTo

Follow the guidelines on MyUniTo

Iscrizioni >> Test di ammissione >>

Select the test you are interested in

(To register for the test you must first register on unito.it)

From 20th August to 23.59 (GMT+2)

on 6th September 2019

4.B CHECK THE RANKINGS

on MyUniTo based on your expressed preferences*

By 23rd September 2019

5.B IF YOUR NAME IS "AMMESSO" (ADMITTED)

You must enrol (online)

**From 23rd September 2019
at 3pm (GMT+2) on 25th September 2019**

6.B IF YOUR NAME IS NON AMMESSO (NOT ADMITTED)

Follow the procedure and deadlines indicated on the table on page 21.



Students with foreign qualifications

The same deadlines apply to students in possession of foreign qualifications.

If the documentation is not presented in full **by the date of your enrolment**, the student will be given a **conditional enrolment** (students can attend the lessons but cannot define their study plan or take exams) and must provide the missing documentation **within 60 days**. Failure to present said documentation will result in the cancellation of the registration.

Only in the event of serious and justified reasons which are outside the student's control, the student will be allowed to officially enrol and to produce the missing documentation by the end of the academic year of your enrolment.

For more information about the enrolment procedure you can visit the pages [Application for international students](#) and [Iscrizione per studenti internazionali](#).



If you wish to enrol on a course without a restricted number of places, the admission test will be considered a Minimum Requirement Assessment Test (TARM) irrespective of the score obtained (see p.25)



For further information, refer to the [call for admission](#) of each course



You can sit the TOLC-E and English TOLC-E multiple times, but for the purpose of the ranking only your final test counts

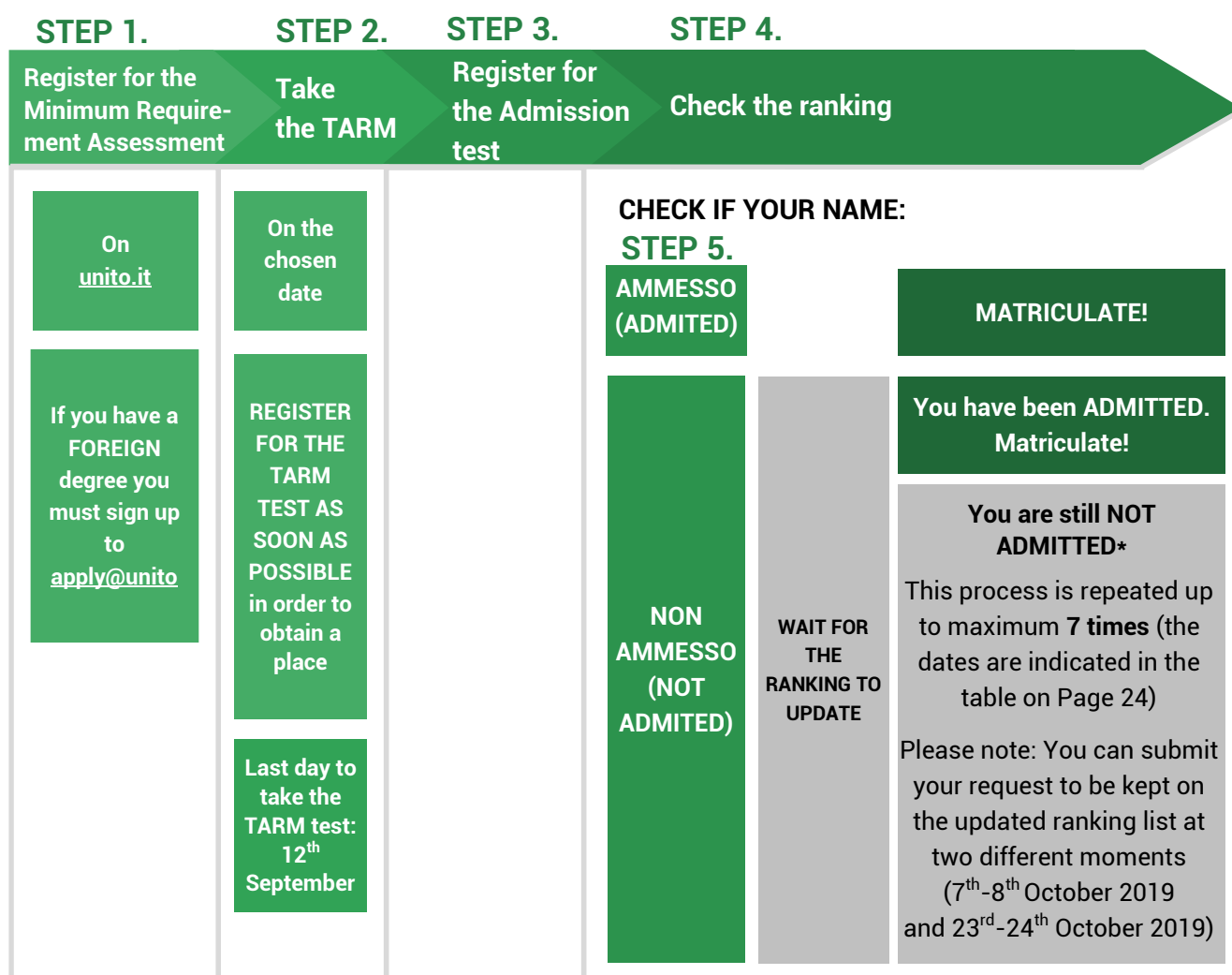
Business Administration, Business and Management, Information and Communications Management, Economics	
MATRICULATIONS ADMITTED	From 9.30 on 23 rd September at 3pm (GMT+2) on 25 th September 2019
1st Ranking Update	Ranking published on 27 th September 2019
	Matriculate from 9.30 am on 27 th September to 3pm (GMT+2) on 30 th September 2019
2nd Ranking Update	Ranking published on 2 nd October 2019
	Matriculate from 9.30 am on 2 nd October at 3pm (GMT+2) on 3 rd October 2019
Ranking update request only for applicants who are NOT ADMITTED from 7th October at 3 pm (GMT +2) on 8th October 2019 <i>Applicants who do not declare their interest in being included in the ranking update will be considered withdrawn, their ranking status will be "ANNULLED" and they can no longer be selected</i>	
3rd Ranking Update	Ranking published on 10 th October 2019
	Matriculate from 9.30 am on 10 th October at 3pm (GMT + 2) on 11 th October 2019
4th Ranking Update	Ranking published on 15 th October 2019
	Matriculate from 9.30 am on 15 th October at 3pm (GMT +2) on 16 th October 2019
5th Ranking Update	Ranking published on 18 th October 2019
	Matriculate from 9.30 am on 18 th October at 3pm (GMT +2) on 21 st October 2019
Ranking update request only for applicants who are NOT ADMITTED from 9.30 am on 23rd October at 3pm (GMT +2) on 24th October 2019 <i>Applicants who do not declare their interest in being included in the ranking update will be considered withdrawn, their ranking status will be "ANNULLED" and they can no longer be selected</i>	
6th Ranking Update	Ranking published on 28 th October 2019
	Matriculate from 9.30 am on 28 th October at 3pm (GMT +2) on 29 th October 2019
7th Ranking Update	Ranking published on 31 st October 2019
	Enrol from 9.30 am on 31 st October at 3pm (GMT +2) on 4 th November 2019

The ranking updates end when **all available places are filled** and, in any case by **4th November 2019**.

C.2 FIRST CYCLE DEGREES IN CHEMISTRY AND CHEMICAL TECHNOLOGIES, SCIENCE AND MATERIALS

Matriculations for the first cycle degrees in Chemistry and Chemical Technology and Science and Materials Technology **can be completed only after sitting the TARM** (Minimum Requirements Assessment Test) **valid as an admission test** and being found well placed in the ranking.

If you are not admitted, the TARM will be valid to access any course without a restricted number of places. For information, read the [call for admission](#).



1. REGISTER FOR THE MINIMUM REQUIREMENT ASSESSMENT TEST (TARM)

Register for the TARM on your MyUniTo
follow the Iscrizioni >>Test di Valutazione
and choose the date to take the TARM

(final possible date: 12th September) (To register for the test, first sign up to unito.it)

From 10th June until all places available have been taken



Even if you do not see in the list the degrees in Chemistry and Chemical Technologies or Science and Materials Technology, register and take the TARM in order to access the merit ranking; if you are "ADMITTED", matriculate.



Applicants with FOREIGN qualifications find the dates to take TARM at the page [TARM test for students holding Non-Italian qualifications](#). Moreover you have to complete the **online application procedure** ([Apply@UniTo](#)) within the dates indicated in the Registration [section](#)



For first cycle degrees in **Chemistry and Chemical Technologies and Science and Materials Technology**, the **July and September TARM sessions are valid**. If you took the TARM

2. TAKE THE TARM

Attend on the date you have chosen

And take the TARM

September 2019 session

Last available date: 12th September 2019

3. REGISTER FOR THE ADMISSION TEST on [unito.it](#)

Follow the guidelines on MyUniTo

Iscrizioni >> Test di ammissione >>

Select the test you are interested in

From 2nd July

at 23.59 (GMT+2) on 12th September 2019

4. CHECK THE RANKING

on MyUniTo based on your expressed preferences*

26th September 2019

5. IF YOUR NAME IS "ADMITTED"

You must matriculate (online)

and pay the first instalment

From 26th September and

by 3 pm (GMT+2) on 30th September 2019

6. IF YOUR NAME IS "NOT ADMITTED"

Wait for the ranking to update and see if your name is now:

- "AMMESSO" (ADMITTED): you must matriculate by the deadlines indicated on table on page 24
- "NON AMMESSO" (NOT ADMITTED) follow the procedure and deadlines indicated on the table on page 24



Students with foreign qualifications

The same deadlines apply to students in possession of foreign qualifications.

If the documentation is not presented in full **by the date of your enrolment**, the student will be given a **conditional enrolment** (students can attend the lessons but cannot define their study plan or take exams) and must provide the missing documentation **within 60 days**. Failure to present said documentation will result in the cancellation of the registration.

Only in the event of serious and justified reasons which are outside the student's control, the student will be allowed to officially enrol and to produce the missing documentation by the end of the academic year of your enrolment.

For more information about the enrolment procedure you can visit the pages [Application for international students](#) and [Iscrizione per studenti internazionali](#).

Also students who have a foreign qualification must take the TARM, which is foreseen for all students!

* The general ranking is available online on [Albo on line di Ateneo](#)

Chemistry and Chemical Technologies, Science and Materials Technology	
MATRICULATIONS ADMITTED	From 9.30 am on 26 th September at 3pm (GMT +2) on 30 th September 2019
1 st Ranking Update	Ranking published on 2 nd October 2019
	Enrol from 9.30 am on 2 nd October at 3pm (GMT+2) on 3 rd October 2019
Ranking update request only for applicants who are NOT ADMITTED from 7th October at 3 pm (GMT +2) on 8th October 2019 <i>Applicants who do not declare their interest in being included in the ranking update will be considered withdrawn, their ranking status will be "ANNULLED" and they can no longer be selected</i>	
2 nd Ranking Update	Ranking published on 10 th October 2019
	Enrol from 9.30 am on 10 th October to 3 pm (GMT +2) on 11 th October 2019
3 rd Ranking Update	Ranking published on 15 th October 2019
	Enrol from 9.30 am on 15 th October at 3pm (GMT +2) on 16 th October 2019
4 th Ranking Update	Ranking published on 18 th October 2019
	Enrol from 9.30 am on 18 th October at 3pm (GMT +2) on 21 st October 2019
Ranking update request only for applicants who are NOT ADMITTED from 9.30 am on 23rd October at 3pm (GMT +2) on 24th October 2019 <i>Applicants who do not declare their interest in being included in the ranking update will be considered withdrawn, their ranking status will be "ANNULLED" and they can no longer be selected</i>	
5 th Ranking Update	Ranking published on 28 th October 2019
	Enrol from 9.30 am on 28 th October at 3pm (GMT +2) on 29 th October 2019
6 th Ranking Update	Ranking published on 31 st October 2019
	Enrol from 9.30 am on 31 st October at 3pm (GMT +2) on 4 th November 2019
7 th Ranking Update	Ranking published on 6 th November 2019
	Enrol from 9.30 am on 6 th November at 3pm (GMT +2) on 7 th November 2019

The ranking updates end when **all available places are filled** and, in any case by **7th November 2019**.

D. Course without a restricted number of places



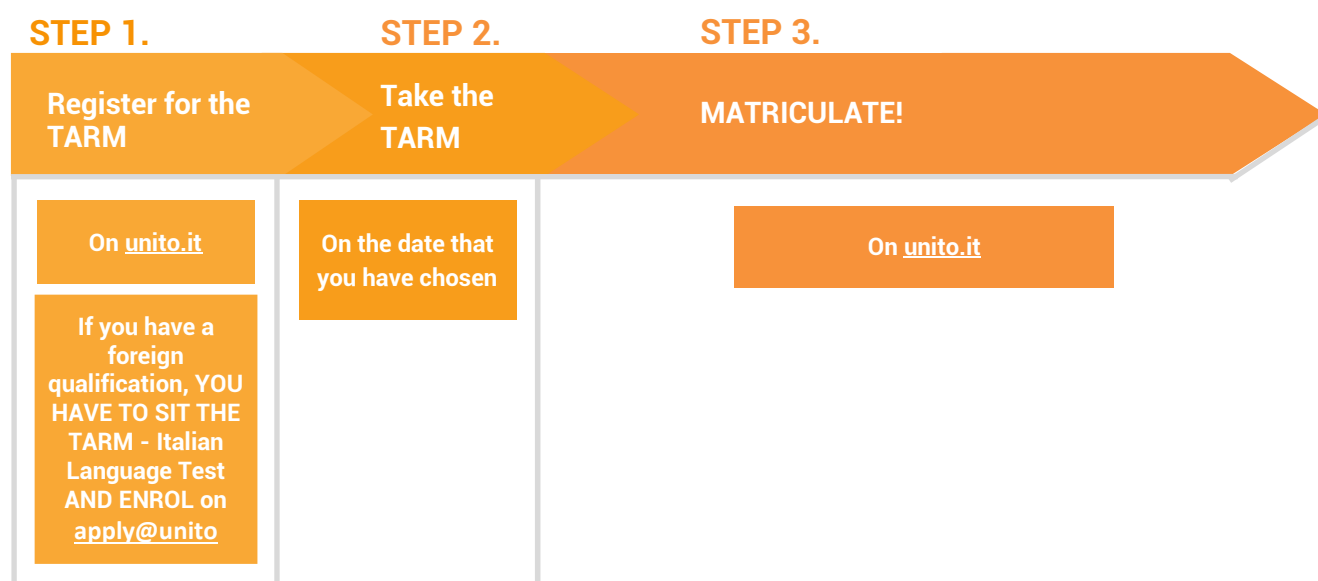
UNIVERSITÀ
DEGLI STUDI
DI TORINO

D. COURSE WITHOUT A RESTRICTED NUMBER OF PLACES

First cycle degrees and one-long cycle degree programmes without a restricted number of places allow applicants to matriculate directly without sitting a selective admission test.

Applicants must sit a test (**TARM - Assessment of Minimum Requirements**) to identify any gaps in their preparation; this does not preclude the possibility of joining the course.

For further information and to find out who does not have to sit the TARM, go to the [TARM](#) section of the website www.unito.it



If you want to enrol on a course without a restricted number of places, but you sat an admission test on UniTo for a course with a restricted number of places, **YOU DO NOT HAVE TO REGISTER AND SIT THE TARM.** The admission test counts as the TARM irrespective of your score.

1. REGISTER FOR THE TARM

Register for the TARM by following this procedure
MyUniTo >> Iscrizioni >> Test di Valutazione
and choose the date on which you wish to sit the TARM
(To enrol for the TARM you must first register on unito.it)

**From 10th June 2019 till
all places are filled**



Applicants with foreign qualifications must complete the online application procedure (apply@unito) within the dates indicated in the Registration [section of international students](#) on the unito.it website and sit the TARM - an Italian language test on the date indicated.

2. TAKE THE TARM

Sit the TARM on the date you have chosen

July/September 2019 session

3. MATRICULATE

Only after sitting the TARM
(online) matriculation
and the payment of the first instalment

**From 3rd September
to 10th October 2019**



D. Course without a restricted number of places



If you get less than 30 points in the TARM you **MUST** follow **COMPULSORILY** the procedure [Passport.U](#). **If you do not complete it, or if you do not pass the final exam, you cannot fill out the study plan** (and so you can not sit the exams) on the moments indicated on page 41.



Students with foreign qualifications

The same deadlines apply to students in possession of foreign qualifications.

If the documentation is not presented in full **by 10th October 2019**, the student will be given a **conditional enrolment** (students can attend the lessons but cannot define their study plan or take exams) and must provide the missing documentation **within 60 days**. Failure to present said documentation will result in the cancellation of the registration.

Only in the event of serious and justified reasons which are outside the student's control, the student will be allowed to officially enrol and to produce the missing documentation by the end of the academic year of your enrolment.

For more information about the enrolment procedure you can visit the pages [Application for international students](#) and [Iscrizione per studenti internazionali](#).

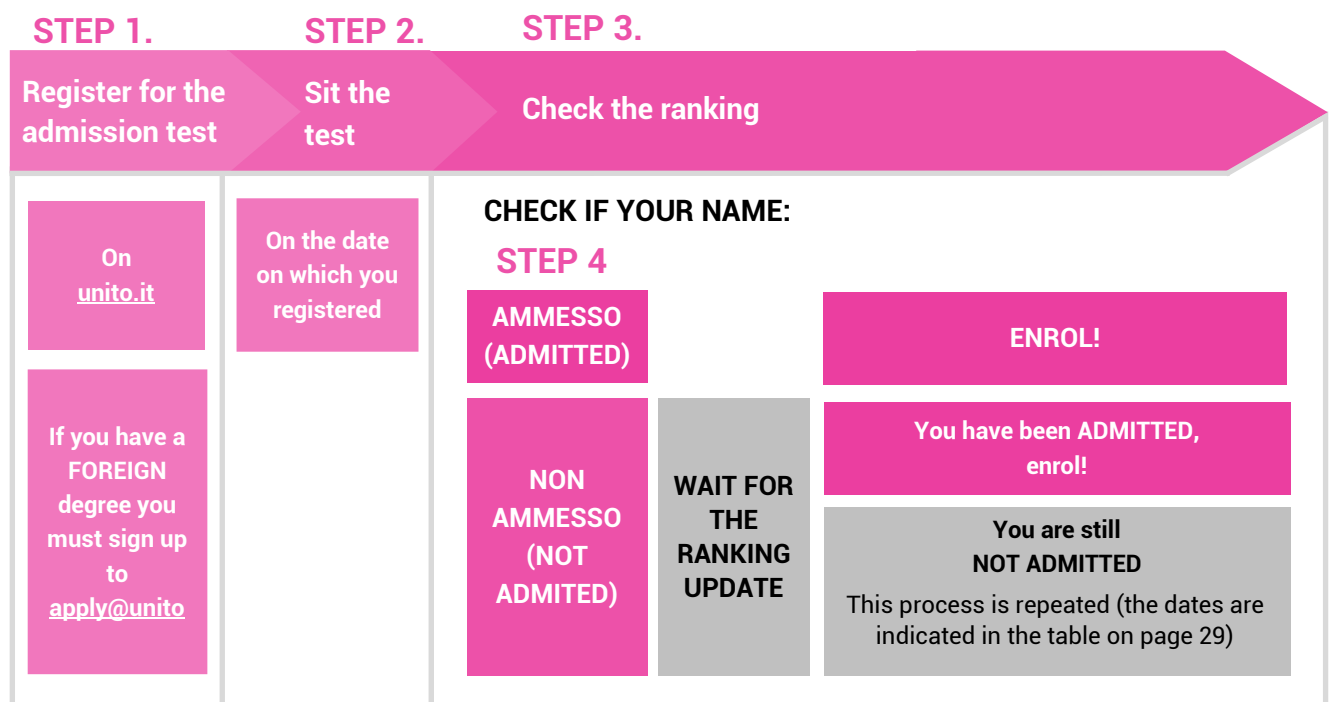


E. Second cycle degrees with
a restricted number of places

E. SECOND CYCLE DEGREES WITH A RESTRICTED NUMBER OF PLACES

This refers to all second cycle degrees which have a limited number of places available at UniTo. You can check the list of courses on page 29.

All second cycle degrees with a restricted number of places allow to **enrol only applicants in possession of the curriculum requirements and who have passed the admission test**. Check the specific call for admission of the course(s) you are interested in.



1. REGISTER FOR THE ADMISSION TEST

Register online on the unito.it portal and pay for the admission test

The dates are available on page 29



Applicants with foreign qualifications must complete the online application procedure (apply@unito) within the dates indicated in the Registration [section of international students](#) on the unito.it website and sit the TARM - an Italian language test on the date indicated.

2. TAKE THE ADMISSIONS TEST

The test dates are available on the table on page 29.

3. CHECK THE RANKING

The dates of the rankings are available on the table on page 29.

E. Second cycle degrees with
a restricted number of places



UNIVERSITÀ
DEGLI STUDI
DI TORINO

4.A IF YOUR NAME IS 'AMMESSO' (ADMITTED)

You must matriculate (online) and pay the first instalment following the deadline available on the table on Page 29

4.B IF YOUR NAME IS 'NON AMMESSO' (NOT ADMITTED)

Wait for the ranking to update and see if your name is now:

- **'AMMESSO' (ADMITTED)**

You must matriculate (online) and pay the first instalment

- **'NON AMMESSO' (NOT ADMITTED)**

Wait for the ranking to update. See the table on page 29 for dates



Students with foreign qualifications

The same deadlines apply to students in possession of foreign qualifications.

If the documentation is not presented in full **by the date of your enrolment**, the student will be given a **conditional enrolment** (students can attend the lessons but cannot define their study plan or take exams) and must provide the missing documentation **within 60 days**. Failure to present said documentation will result in the cancellation of the registration.

Only in the event of serious and justified reasons which are outside the student's control, the student will be allowed to officially enrol and to produce the missing documentation by the end of the academic year of your enrolment.

For more information about the enrolment procedure you can visit the pages [Application for international students](#) and [Iscrizione per studenti internazionali](#).

E. Second cycle degrees with a restricted number of places

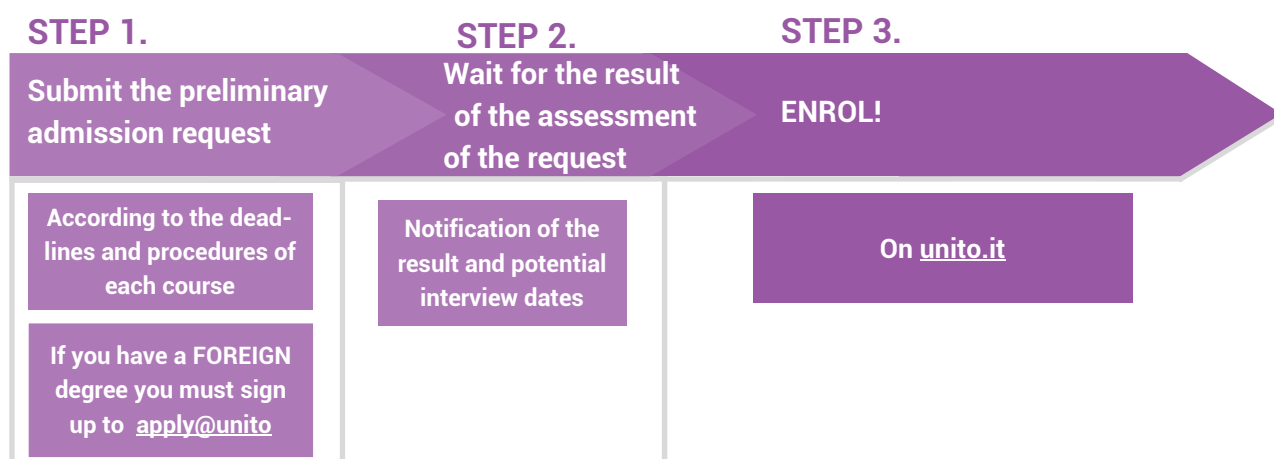


Second cycle degrees with links to the calls for admission	Register for the test on unito.it	Date of the admission test	Publication of rankings	Enrolment	Ranking update
<ul style="list-style-type: none"> • <u>Nursing and Midwifery</u> • <u>Rehabilitation Sciences of Health Professions (Orbassano campus)</u> • <u>Technical and Diagnostic Health Professions</u> • <u>Prevention Health Professions</u> 	From 30 th August 2019 at 1 pm (GMT + 2) on 7 th October 2019	25 th October 2019	12 th November 2019	From 12 th November 2019 at 3 pm (GMT + 2) on 14 th November 2019	Link to the ranking update
<ul style="list-style-type: none"> • <u>Business finance and financial markets</u> • <u>Business Administration</u> • <u>Company management, marketing and strategies</u> • <u>Business administration and control</u> • <u>Accountants</u> 	From 2 nd July 2019 at 1 pm (GMT + 2) on 7 th August 2019	2 nd September 2019	17 th September 2019	From 14 th October 2019 at 3 pm (GMT + 2) on 16 th October 2019	Link to the ranking update
<u>Food and Human Nutrition Science</u>	From 30 th August 2019 until 1 p.m. GMT+2 of 4 th October 2019	21 st October 2019	25 th October 2019	From 25 th October 2019 until 3 p.m. GMT+2 of 29 th October 2019	Link to the ranking update
<ul style="list-style-type: none"> • <u>Forensic and criminal psychology</u> • <u>Clinical psychology: health and interventions in the community</u> 	From 2 nd July 2019 at 1 pm (GMT + 2) on 6 th September 2019	16 th September 2019	30 th September 2019	From 30 th September 2019 at 3 p.m. (GMT+2) on 2 nd October 2019	Link to the ranking update
<ul style="list-style-type: none"> • <u>Physical education and adapted activities</u> • <u>Science of Advanced Sports Techniques</u> 	From 28 th August 2019 until 1 p.m. GMT+2 of 30 th September 2019	16 th October 2019	29 th October 2019	From 29 th October 2019 at 3 p.m. (GMT+2) on 31 st October 2019	Link to the ranking update

F. SECOND CYCLE DEGREES WITHOUT A RESTRICTED NUMBER OF PLACES

Second cycle degrees without a restricted number of places are open to everyone in possession of the required curriculum requisites. You can check the list of courses on the Degree Course page on unito.it

Second cycle degrees without a restricted number of places foresee the assessment of the possession of curricular requisites according to the modalities established by the each study course which can be consulted on the website of the courses and the departments.



1. SUBMIT THE PRELIMINARY ADMISSION REQUEST

Submit the admission request according to the modalities and within the deadline indicated by each specific second cycle degree. Verify how to submit your request on the websites of specific courses and departments.

2. WAIT FOR THE ASSESSMENT OF YOUR ADMISSION REQUEST



Applicants with foreign qualifications must complete the online application procedure (apply@unito) within the dates indicated in the Registration [section of international students](#) on the unito.it website and sit the TARM - an Italian language test on the date

The relevant educational bodies assess the admission requests received online or delivered in paper copy (depending on the type of rules established by each call) and disclose the results and dates of interviews (if required) to assess the preparation of the student.

3. IF YOU ARE INFORMED THAT YOU ARE ELIGIBLE, MATRICULATE

(Online) matriculation
and pay the first instalment

From 3rd September to 19th December 2019



Students with foreign qualifications

The same deadlines apply to students in possession of foreign qualifications. If the documentation is not presented in full **by 19th November 2019**, the student will be given a **conditional enrolment** (students can attend the lessons but cannot define their study plan or take exams) and must provide the missing documentation **within 60 days**. Failure to present said documentation will result in the cancellation of the registration. Only in the event of serious and justified reasons which are outside the student's control, the student will be allowed to officially enrol and to produce the missing documentation by the end of the academic year of your enrolment. For more information about the enrolment procedure you can visit the pages [Application for international students](#) and [Iscrizione per studenti internazionali](#).

- G.** Renewal of the enrolment to the following years



UNIVERSITÀ
DEGLI STUDI
DI TORINO

G. RENEWAL OF THE ENROLMENT TO THE FOLLOWING YEARS AL PRIMO

Payment of the 1st instalment

**From September
to 10th October 2019**



If you pay the first instalment **after 10th October**, you will be **charged a penalty**.

H. REGISTER FOR SINGLE COURSES

Single courses belonging to first and second cycle degrees **are courses which you can attend for one academic year** (if annual) or one semester (if one semester long) **with the aim of sitting the relevant final exam and obtaining the relevant credits (CFUs).**

- 1) **Register** on the unito.it portal
- 2) **Deliver the paper form to the [relevant student registry office](#)** with the information pertaining to the [single courses](#) you wish to sign up for (you can download your request on the "Register" page to single courses on the unito.it website)
- 3) **Pay the amount indicated by the [Student Registry Office](#).** The cost varies depending on the number of courses and CFU achieved. For further information, check the paragraph "Registrations to individual courses" of the [Taxes and Contributions Regulation](#).

The request and payment must be made for:

- **Courses with a restricted number of places**

Courses of the 1st semester

Courses of the 2nd semester

By 30th October 2019

By 31st March 2020

- **Courses without a restricted number of places**

Courses of the 1st and 2nd semester

By 31st July 2020

I. INTERNAL CHANGES WITHIN THE UNIVERSITY

TOWARDS OTHER 1ST YEAR COURSES WITH A RESTRICTED NUMBER OF PLACES

❖ Procedure to follow to change to a course with a restricted number of places

1. **Sit the admission test:** follow the instructions given on the following pages [A1](#), [A2](#), [B](#), [C](#), [C1](#), [C2](#), [E](#) for the course you are interested in
2. If your name is **ADMITTED (by the dates set for in the call for admission)** **YOU MUST:**
 - **IMMEDIATELY** pay the 1st instalment of the course you have registered for, if you have not paid yet
 - After receiving confirmation of the payment of the 1st instalment (you see the green light on MyUniTo), fill in the online change form by following the MyUniTo procedure Iscrizioni>> Domanda di passaggio
3. **Pay the change fee and/or stamp duty**
4. **Upload your change form** (dated and signed) along with the list of exams that you wish to recognize and **your receipt of payment** in attachments by going to MyUnito >> Iscrizioni >> Allegati carriera



If you wish to switch to a **Degree in Chemistry and Chemical Technologies or a degree in Science and Technology of Materials**, you **MUST sit the TARM** which counts as an admission test. To access the rankings of said courses you **MUST** have taken the TARM in the July/September 2019 session (the TARM taken in different sessions or at a date subsequent to 12th September 2019 does not allow for the registration/change to the courses of the Chemistry Department).

❖ Procedure to follow to change location of a course with a restricted number of places

If you are enrolled on a course which is active in multiple locations (for example, the course in Professional Education, which has venue in Turin and in Savigliano) and you are **ADMITTED** to a venue (you indicated a major preference while registering for the test and you wish to change it) you **MUST** follow the procedure to change course location.

Within the deadline of the call for admission, submit your request to change venue; submit your documents with stamp duty to the [Student Registry Office](#) of your course.



For any problem you encounter during the change procedure, contact free toll number 800 098590 (from Monday to Friday from 8am to 8pm and on Saturdays from 8am to 1pm)



Irrespective of the score, **the admission test** for a course with a restricted number of places **counts as the TARM test** to enrol on course without a restricted number of places, so if you sit one or more admission tests, **YOU HAVE NOT** to register and you have not to sit the TARM.



I. Internal changes within the university

FOR COURSE WITH A RESTRICTED NUMBER OF PLACES, YEARS FOLLOWING THE FIRST ONES.

❖ Procedure to change to a course with a restricted number of places or to change location

1. **Check the admission call** to see if you may be exempted from sitting the admission test and follow the instructions indicated on the department or course websites to verify this opportunity.
2. **If you are not exempted from sitting the admission test**, register and sit the admission test (follow the instructions given on the following pages [A1](#), [A2](#), [B](#), [C](#), [C1](#), [C2](#), [E](#) previste per la tipologia di corso di studio che ti interessa)
3. If your name is **ADMITTED (by the dates set for in the call for admission)** **YOU MUST** :
 - **IMMEDIATELY** pay the 1st instalment of the course you are still registered for if you have not paid yet
 - After payment of the 1st instalment is complete (look for the green light), fill out the online change form following the procedure indicated MyUniTo >>Iscrizioni >> Domanda di Passaggio
4. **Pay the change fee and/or stamp duty**
5. **Upload your change form** (dated and signed) and along with the list of exams that you wish to recognize and **your receipt of payment** in the attachments following the procedure MyUniTo >>Iscrizioni >> Allegati carriera



For any problem you encounter during the change procedure, contact free toll number 800 098590 (from Monday to Friday from 8am to 8pm and on Saturdays from 8am to 1pm)



I. Internal changes within the university

TOWARDS COURSES WITHOUT A RESTRICTED NUMBER OF PLACES

❖ Procedure to follow to transfer to a course without a restricted number of places

From 3rd September to 10th October 2019:

1. IMMEDIATELY pay the 1st instalment of the course you have registered for if you have not yet paid for it
2. Wait for the confirmation of receipt of the first instalment (the green light will appear on your MyUniTo)
3. Fill out the online change form following the procedure indicated
MyUniTo >> Iscrizioni >> Domanda di Passaggio
4. Pay the change fee and/or stamp duty
5. Upload your change form (dated and signed) and along with the list of exams that you wish to recognize and your receipt of payment in the attachments following the procedure
MyUniTo >> Iscrizioni >> Allegati carriera

The change will be completed when the Student Registry Office receives confirmation from the relevant offices with indication of the year of admission and any possible transfer of exams. which have already been taken.



For any information, contact the [Student Registry Office](#) of the degree you wish to register for.

From 11th October to 19th December 2019, you can submit your change form online, in addition to a penalty.



You do not have to sit the TARM:

- If you are changing to a 1st year (2019/2020), in this case, if you scored less than 30 points in the TARM, you MUST follow the [Passport.U](#) procedure
- If you are changing from a course and are admitted to a year following the 1st one.

❖ Procedure to follow if you wish to change regulations

(For example, if you wish to switch from old regulations according to D.M. 509/1999 to the new one according to D.M. 270/2004).

From 3rd September and by 10th October YOU MUST:

1. Pay the 1st instalment of the course you have registered for, if you have not paid yet
2. Take your change form and stamp duty to the [Student Registry Office](#) of your specific course.

The change will be completed when the [Student Registry Office](#) receives confirmation from the relevant offices with indication of the year of admission and any possible validation of exams which have already been taken.



For any information, contact the relevant [Student Registry Offices](#) of the degree you wish to enrol in.

L. Transfers from another university

L. TRANSFERS FROM ANOTHER UNIVERSITY

TO 1ST YEAR FOR COURSES WITH A RESTRICTED NUMBER OF PLACES

❖ Procedure to follow to transfer to a course with a restricted number of places

1. **Register and sit the admission test** (follow the instructions given on the following pages [\[A1, A2, B, C, C1, C2, E\]](#) for the course you are interested in)
2. If your name is **ADMITTED (by the dates set for in the call for admission)**:
Matriculate (online) following the link MyUniTo >> Iscrizioni >> Immatricolazione, then select as type of access "Transfer on entry" (Trasferimento in ingresso)
 - **Pay the 1st instalment and transfer fee**
 - **Upload the enrolment form** (dated and signed), along with the list of exams that you wish to recognize and the receipts of payment in the attachments by going to MyUniTo >> Iscrizioni >> Allegati carriera



If you wish to transfer to a **Degree in Chemistry and Chemical Technologies or a degree in Science and Technology of Materials**, you **MUST sit the TARM** which counts as an admission test. To access the rankings of said courses you **MUST** have taken the TARM in the July/September 2019 session (the TARM taken in different sessions or at a date subsequent to 12th September 2019 does not allow for the matriculation/transfer to the courses of the Chemistry Department.)

TO YEARS FOLLOWING THE FIRST ONE FOR COURSES WITH A RESTRICTED NUMBER OF PLACES

❖ Procedure to follow to transfer to a course with a restricted number of places

1. **Check the call for admission** to verify the possibility of **being exempted from the admission test** and follow the instructions indicated
2. **If you are not exempted** from sitting the admission test, register and sit the admission test (follow the instructions given on the following pages [\[A1, A2, B, C, C1, C2, E\]](#) for the course you are interested in)
3. **If your name is AMMESSO (ADMITTED) (by the dates set for in the call) YOU MUST:**
 - **Enrol** (online) by following the procedure Iscrizioni >> Immatricolazione and selecting "Trasferimento in ingresso"
 - **Pay the 1st instalment and transfer fee**
 - **Upload the enrolment form** (dated and signed), along with the list of exams that you wish to recognize and the **receipts of payment** in the attachments by going to MyUniTo >> Iscrizioni >> Allegati carriera



For any problem you encounter during the transfer process, contact free toll number 800 098590 (from Monday to Friday from 8am to 8pm and on Saturdays from 8am to 1pm)



Remember that you must submit your transfer request by the deadlines indicated by your current University

TRANSFER TO COURSES WITHOUT A RESTRICTED NUMBER OF PLACES

❖ Procedure to follow to transfer to courses without a restricted number of places

From 3rd September and by 10th October YOU MUST:

1. **Register to unito.it** (if you have never registered to UniTo)
2. **Matriculate** (online) by following the procedure Iscrizioni >> Immatricolazione and selecting "Transfer on entry"
3. **Pay the 1st instalment and transfer fee**
4. **Upload the enrolment form** (dated and signed), along with the list of exams that you wish to recognize and the receipts of payment in the attachments by going to MyUniTo >> Iscrizioni >> Allegati carriera

The transfer will be completed when the Student Registry Office receives confirmation from the relevant offices with indication of the year of admission and any possible validation of exams which have already been taken.



For any information, contact the relevant [Student Registry Office](#) of the degree you wish to enrol in.



Remember that you must submit your transfer request by the deadlines indicated by your current University.



Students who come from another University (transfer on entry to UniTo) and admitted to the first or following years are exempted from the TARM.

From 11th October to 19th December 2019, you can submit your transfer request online in addition to a **penalty**.



M. Transfers to another university

M. TRANSFERS TO ANOTHER UNIVERSITY

❖ **Procedure to follow to transfer to another University**

From 3rd September to 10th October 2019, give the [Student Registry Office](#) of your course the [transfer request](#) (with stamp duty) to another University.

From 11th October and by 19th December 2019, you can submit to the [Student Registry Office](#) your [transfer request](#) (with stamp duty) to another University; you must also **pay a penalty**.

N . SHORTENING A STUDY COURSE

If you already have an Italian academic qualification and you wish to enrol on a degree course of the same level or inferior to the degree you obtained (e.g. you already have a degree and wish to enrol on another degree or you have a second cycle degree and wish to enrol on a first cycle degree, second cycle degree or one-long degree programme), you can ask for your degree to be shortened.

TO 1ST YEAR COURSES WITH A RESTRICTED NUMBER OF PLACES

❖ **Procedure to follow to shorten a degree to a course with a restricted number of places**

1. Register and sit the admission test (follow the instructions given on the following pages [\[A1, A2, B, C, C1, C2, E\]](#) for the course you are interested in)
2. If your name is **ADMITTED (by the dates set for in the call)**:
 - **Enrol** (online) by following the procedure MyUniTo >> Iscrizioni >> Immatricolazione, then select as type of access "Shortening my degree"
 - **Pay the 1st instalment and fee for recognition of the title**
 - **Upload the enrolment form** (dated and signed), along with the list of exams that you wish to recognize and **the receipts of payment** in the attachments by going to MyUniTo >> Iscrizioni >> Allegati carriera



To be admitted to the first cycle degree in Chemistry and Chemical Technologies and in Science and Materials Technology you **MUST** sit the TARM, which counts as an admission test. To access the rankings of said courses you **MUST** have taken the TARM in the July/September 2019 session (the TARM taken in different sessions or at a date subsequent to 12th September 2019 does not allow for the enrolment to the courses of the Chemistry Department.)

TO YEARS FOLLOWING THE FIRST FOR COURSES WITH A RESTRICTED NUMBER OF PLACES

❖ **Procedure to follow to shorten a degree to a course courses with a restricted number of places**

1. Check the call for admission to assess the possibility of being exempted from taking the test and following the instructions given
2. If you are not exempted from sitting the admission test, register and sit the admission test (follow the instructions given on the following pages [\[A1, A2, B, C, C1, C2, E\]](#) for the course you are interested in)
3. If your name is **ADMITTED (by the dates set for in the call)**:
 - **Matriculate** (online) by following the procedure Iscrizioni >> Immatricolazione e selecting "Abbreviazione di carriera" (Shortening Degree)
 - **Pay the 1st instalment and fee for recognition of the title**
 - **Upload the enrolment form** (dated and signed), along with the list of exams that you wish to recognize and **the receipts of payment** in the degree attachments by going to MyUniTo >> Iscrizioni >> Allegati carriera

N. Shortening a study course



UNIVERSITÀ
DEGLI STUDI
DI TORINO

FOR COURSES WITHOUT A RESTRICTED NUMBER OF PLACES

❖ Procedure to follow to shorten a degree to a course without a restricted number of places

From 3rd September and by the date of your type of course (10th October for the first cycle degrees and one-long cycle degree programmes and 19th December for the second cycle degrees) **YOU MUST:**

1. **Register to unito.it** (if you have never registered to UniTo)
2. **Matriculate** (online) following the MyUniTo >> Iscrizioni >> Immatricolazione and selecting "Shortening Degree"
3. **Pay the 1st instalment and fee for recognition of the title**
4. **Upload the enrolment form** (dated and signed), along with the list of exams that you wish to recognize and the **receipts of payment** in the degree attachments by going to MyUniTo >> Iscrizioni >> Allegati carriera

The shortening will be completed when the Student Registry Office receives confirmation from the relevant offices with indication of the year of admission and any possible approval of exams which have already been taken.



Student who already have a degree and who register with this procedure are exempted from the TARM.



For any information, contact the relevant [Student Registry Office](#) of the degree you wish to enrol in.

0. STUDY PLAN

❖ Procedure to filling out the study plan/choice of commitment/curriculum choice

You can do this from early October 2019 to 30th January 2020

by following the MyUniTo >> Carriera >> Compilazione piano carriera:

1. **Select commitment type** (full time/part time)
2. Where possible, **choose/modify your study plan**
3. **Fill in/modify your study plan for each academic year**

From 15th April to 18th May 2020

by following the MyUniTo >> Carriera >> Compilazione piano carriera you can:

1. Where possible, **choose/modify your study plan**
2. **Fill in/modify your study plan for each year**



Remember that to compile your study plan, you must have paid all the fees of the current year. If you are enrolled in the 1st year of courses without a restricted number of places, you must have passed the TARM with 30 points or more or you must have completed the [Passport.U](#) U and sat the final test, if your score was under 30 points.

For students enrolled in the old regulations (D.M. 509/1999), other deadlines are established autonomously by the educational bodies of the relating courses.

Publication by:

Didattica e Servizi agli Studenti Division

Graphic layout:

Comunicazione Istituzionale e Organizzativa Unit



**Università
di Torino**