

## INTERNATIONAL STUDENTS - Frequently Asked Questions

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### 1. Where and how can I apply for the Stay Permit?

Once you arrive in Italy, you must apply within 8 working days from your arrival for a stay permit kit in any Italian post office (Poste Italiane), [see the location of the post office nearest the University](#).

Then, fill in the stay permit kit ([how to fill in "Modulo 1"](#) , [how to fill in Postal form](#) ) attaching **only the copies** of the following document: all the pages of passport, room contract, summary letter from University, health insurance (private or public from the Public Health Insurance (SSN) in Italy, and send it through the post office (Poste Italiane) and pay for it.

If at the time you send and pay for the stay permit application you do not have available all of the above documents, you can present them when you will have the appointment for the fingerprints at the Immigration Office of the Police Station (Questura) [see the location](#).

You must keep always with you receipt of the residence permit kit as it temporarily replaces the stay permit until you do not receive it.

### 2. What is the process to access the University Residential Center?

Before accessing the accommodation that has been assigned to you, you must upload the following documents on [socr.unical.it](https://socr.unical.it) -> "ACCEDI" -> "Home" -> "Documenti da caricare":

1. First page of the passport
2. Stay Permit or post office receipt
3. Health Insurance (if available)
4. A screenshot of the email sent to the University Health Center "Centro Sanitario" requesting an appointment to obtain the health certificate which confirms you can stay among the community "*Richiesta Certificato Idoneità alla vita in Collettività*". To do this request, you must send an email to the following email address: [centrosanitario@unical.it](mailto:centrosanitario@unical.it) . Attach the screenshot of the aforementioned email
5. Declaration of Accommodation Acceptance: [form in Italian](#) - [form in English](#)

### 3. How can I upload my Stay Residence Permit on Esse3?

Non-EU students must upload a valid document to stay in Italy, on [Esse3](#), otherwise your university career will be blocked. To update the stay permit on ESSE3, please follow these instructions:

1. Login to your Esse3 account
2. Click on *Menu* -> *Segreteria* -> *Permesso di soggiorno*
3. Fill in the form and attach in **only one pdf** the following documents if available:
  - o Stay Permit even if it is expired (front/back)
  - o The post office receipt and the police station appointment (Questura) paper.
  - o The first page of the passport
4. Inform us once you have uploaded all the documents.

Once you obtain the new Stay Permit, you must do this procedure again and inform us to validate it.

### 4. Is there an Italian course and any language support?

If your lectures are in Italian, there is a free Italian language and culture intensive course (80 hours). **This course is MANDATORY for international students applying for a Study Visa, admitted to a degree course in Italian, and that do not have a B2 level Italian language certification** - [see more info on the course](#) and for assistance, please contact: [cla@unical.it](mailto:cla@unical.it). Furthermore, there is English language tutor support available during lessons and exams in most courses, and the thesis can be conducted in English.

### **5. What do I have to do to present my previous qualification obtained abroad to the University of Calabria?**

Students, enrolled in the first year, with a previous qualification obtained abroad MUST submit the following documents within **February 28, 2023**, otherwise their university career will be blocked.

**Prepare a pdf file with the following documents:**

- 1° Declaration of Value "DICHIARAZIONE DI VALORE" issued by the Italian Diplomatic Representation
- 2° Official Italian translation of the qualification obtained, authenticated by the Italian Diplomatic Representation
- 3° The original Diploma of the qualification obtained
- 4° Transcript of Records of your qualification (only if you are enrolled in a Master's Degree Program)

**Upload the aforementioned pdf file accessing your Esse3 personal page-> MENU -> Segreteria -> Titoli di studio:**

[How to upload a foreign High School Diploma](#) - [How to upload a foreign bachelor degree](#)

### **6. Where can I apply for the Tax Code request?**

You can request the tax code at a tax agency (Agenzia delle Entrate) in Italy, [see the location of the one closest to the university](#). We suggest you to book an appointment from the following [link](#) - [see more information](#)

### **7. Where can I apply for the Public Health Insurance (SSN) request?**

You must apply for an annual Italian health insurance, [see more information](#).

To pay for the health insurance application you must go to a post office (Poste Italiane), [see the location of the post office nearest the University](#), after paying for it keep with you the receipt.

After the health insurance payment, you must confirm it at a health authority (ASP), [see the location](#). You must bring the payment receipt and your passport. The above health insurance must be renewed each year, as it is valid from January to December.

### **8. Where can I apply for the ISEE DSU or ISEE Parificato certificate?**

In order to establish the amount of the annual university fee, it is mandatory to present the ISEE DSU certificate. International students, with families and incomes abroad must request an ISEE Parificato certificate. Afterward, the student must upload the ISEE PARIFICATO accessing the Online Services Portal of the Residential Center, **no later than November 30, 2022**. You can request these certificates at any CAF center in Italy.

### **9. Where can I apply for the Enrollment Certificate or the Enrollment Certificate with Exams?**

You can request an enrollment certificate (first year students) or the enrollment certificate with exams (2nd year students and on) through [ticket.unical.it](http://ticket.unical.it) (section 'Pergamene e certificati'), attaching your passport. This certificate request may have a cost. For further assistance please contact the [Servizi Didattici Area](#)

### **10. I would like to withdraw my university career at Unical, which is the procedure?**

To withdraw from your studies, you must be up to date with the university fees of the academic year you are currently enrolled in. The withdrawal fee is 150 euros. To submit this application, you must pay a 16 euros administrative tax. If you are currently enrolled at our University and you would like to enroll in another degree course at the University of Calabria, you must pay a 50 euros fee. Please note that the degree course change request availability depends on the slots available. To submit the withdrawal application please access the following [link](#). For more information, please contact the [Servizi Didattici Area](#).