

This is an adapted shortened version in English of the original Call for Admissions (“Bando di Ammissione”) in Italian and it is made only for publicity purposes. For all legal purposes and detailed information only the Italian version is valid.

First cycle/Bachelor  
degrees courses

**Restricted access  
degree courses**

Academic Year 2022-2023

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## Introduction

The call for admissions for restricted access at a local level First cycle/Bachelor degree courses is constantly updated in relation to the measures of containment and management of the epidemiological emergency from COVID-19 taken by the competent institutions. Therefore, the procedures described and the related deadlines may be subject to changes that will be promptly published on the institutional website of the University of Roma Tre in the section dedicated to admission and enrollment procedures: <http://portalestudente.uniroma3.it/iscrizioni/ammissione-e-immatricolazione/>.

The call is constantly updated also with changes and additions related to the access procedures to degree courses that were not available at the time of first publication.

The call for admissions refers to the following restricted access first cycle/Bachelor degree courses:

Department	Degree course	Type of test
Ingegneria / Engineering	Computer science and engineering (Ingegneria Informatica L-8)	TOLC
Lingue, Letterature e Culture Straniere / Foreign Languages, Literatures and Cultures	Modern languages for intercultural communication (Lingue e Mediazione linguistico-culturale L-12)	Roma Tre
Scienze / Science	Biological sciences (Scienze biologiche L-13)	TOLC
	Enogastronomic sciences and cultures (Scienze e Culture Enogastronomiche L-26)	Roma Tre

Roma Tre also offers courses with other kinds of access, for which please refer to the respective calls for admissions:

- **open access** degree courses (with compulsory not selective test assessment of basic knowledge) of the Departments of Economics; Business Economics; Education Science; Engineering; Foreign Languages, Literatures and Cultures; Industrial, Electronic and Mechanical Engineering; Humanities; Law; Mathematics and Physics; Philosophy, Communication and Performing Arts; Political Science; Sciences: information on the relative call for admissions is available at <http://portalestudente.uniroma3.it/iscrizioni/ammissione-e-immatricolazione/>;
- degree courses with **restricted access at a national level** (regulated by laws and procedures defined by the competent Ministry for all Italian universities) of the Departments of Architecture and Education Sciences: information on the relative call for admissions is available at <http://portalestudente.uniroma3.it/iscrizioni/ammissione-e-immatricolazione/>

Access to restricted access first cycle/Bachelor degree courses is allowed after taking a **selective admission test**.

**Enrollment is allowed only to those who take the test and who are placed in a useful position in the ranking with respect to the number of places provided.**

The degree courses are activated under the condition that the university governing bodies approve the educational offer for the academic year 2022-2023, and that the Ministry of University and Research approves the request for accreditation in accordance with current legislation.

One or more test sessions may be scheduled for each degree course. Dates, contents, schedule of procedures and useful contacts are indicated in the attachments of the call for admissions and in this adapted version in English.

The procedures for the tests are published on the Portale dello Studente at the following page:  
<https://portalestudente.uniroma3.it/iscrizioni/ammissione-e-immatricolazione/>.

The enrollment is subject to the check on the self-certifications on the qualifications required to access the degree programmes, even after the enrollment, as prescribed by the laws in force.

## Essential steps to access the degree courses

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### Registration to online services

If you do not already have online services credentials, obtain them by following the instructions available in the call for admissions and in this adapted version in English.

### Registration for the test

**The admission test is compulsory and selective; enrollment is allowed only to those who acquire a useful position in the ranking with respect to the number of places provided.**

If the test is a CISIA TOLC, it is necessary to register for the test on the CISIA portal [www.cisiaonline.it](http://www.cisiaonline.it), then register for Roma Tre selection in order to be included in the ranking, according to the procedures described in the call for admissions and in this adapted version in English.

### Test payment

Payment is made exclusively according to the methods indicated the call for admissions and in this adapted version in English.

In the case of the CISIA TOLC test, payment for registration is made on the CISIA portal [www.cisiaonline.it](http://www.cisiaonline.it).

### Test result

The result is published online in the personal area. Depending on the result of the test, the degree courses may assign additional educational obligations (OFA).

### Enrollment

Enrollment is completed online according to the instructions and deadlines indicated in the call for admissions and in this adapted version in English. If there are still places available as a result of the ranking updates, those who passed the test, but have not completed their enrollment, may be allowed to register after the deadline.

## Registration to online services and online procedures

All instructions for carrying out the procedures indicated in the call for admissions are published on the [Portale dello Studente](https://portalestudente.uniroma3.it) at <https://portalestudente.uniroma3.it/iscrizioni/ammissione-e-immatricolazione/>.

In order to access all the procedures described it is necessary to first register for online services by connecting to the link <https://gomp.uniroma3.it/>. Once registration is complete, the system assigns access credentials (a user name and a password) which will allow access to the reserved area and to all the online services activated by the University.

If you encounter technical problems in accessing online services or in carrying out online procedures, you can request assistance at <https://portalestudente.uniroma3.it/accedi/area-studenti/>.

## Requirements for admission to first cycle/Bachelor degree courses

**Qualifications:** Secondary school diploma in accordance with current regulations.

Those enrolled in the fifth year of secondary school are admitted to the tests of the period April-July 2022. In any case, they can finalize the enrollment only after obtaining the diploma.

Any other specific requirements provided by each Department are indicated in the attachments to the call for admissions.

## Candidates with foreign admission qualifications

Those who have obtained their admission qualification in a foreign school and/or university system must refer to the [Regolamento per l'ammissione ai corsi universitari con titolo estero e per il riconoscimento dei titoli esteri](#) and to what is indicated in the [How To Apply-Guide to the enrolment in degree courses for holders of foreign qualifications](#), both published on the Portale dello Studente.

Information on the enrollment procedures and the required documentation are published in the [How To Apply-Guide](#), available on the Portale dello Studente in Italian and in English.

The places reserved for non-EU citizens residing abroad are indicated in the attachments to the call for admissions and in the following table "Reserved places for non EU citizens residing abroad".

### Reserved places for non EU citizens residing abroad and Marco Polo programme

Department	Degree course	Reserved places
Ingegneria / Engineering	Computer science and engineering (Ingegneria Informatica L-8)	▶ Non EU citizens residing abroad: <b>10</b> ▶ Marco Polo: <b>10</b>
Lingue, Letterature e Culture Straniere / Foreign Languages, Literatures and Cultures	Modern languages for intercultural communication (Lingue e Mediazione linguistico-culturale L-12)	▶ Non EU citizens residing abroad: <b>10</b> ▶ Marco Polo: <b>16</b>

Department	Degree course	Reserved places
Scienze / Science	Biological sciences (Scienze biologiche L-13)	▶ Non EU citizens residing abroad: <b>7</b> ▶ Marco Polo: <b>2</b>
	Enogastronomic sciences and cultures (Scienze e Culture Enogastronomiche L-26)	▶ Non EU citizens residing abroad: <b>2</b> ▶ Marco Polo: <b>3</b>

## Registration to the admission test

Participation in the admission test requires, under penalty of exclusion:

- a. For degree courses that require tests organized by Roma Tre:
  1. registration to the test only by online procedure until 2:00 p.m. of the fixed deadlines;
  2. payment of the 30 euro fee for the registration to the test. The enrollment to the test is considered completed only with the payment of the fee, in no case refundable, within the fixed deadlines.
- b. For degree courses that require TOLC tests:
  1. registration to the TOLC test through the CISIA portal [www.cisiaonline.it](http://www.cisiaonline.it) within the deadlines provided by CISIA;
  2. payment of the registration fee of 30 euros to CISIA;
  3. registration to Roma Tre online services through <https://gomp.uniroma3.it>;
  4. registration to the selection process for inclusion in the ranking of Roma Tre from the reserved area until 2:00 p.m. of the fixed deadlines. No further payment is required other than the payment made to CISIA.

**Those who take the TOLC test but are not registered in the selection process for inclusion in the ranking of Roma Tre are not allowed to enroll.**

It is suggested to register in advance of the date of the TOLC (registrations generally close one week before the test date). Consult the constantly updated schedule with the dates and locations where you can take the TOLC: <https://www.cisiaonline.it/area-tematica-tolc-cisia/home-tolc-generale/>.

It is recommended to verify the correct fulfillment of the online procedure, the ONLY procedure to register to the test.

It is not possible to enroll without having taken the admission test.

## Candidates with disabilities and specific learning disorders (SLD)

Those who are in a situation of disability under Law 104/1992 and subsequent amendments and additions, or with a specific learning disorder (SLD) under Law 170/2010 and related guidelines, must make an explicit request for the aids, compensatory tools and dispensatory measures necessary to take the test:

- a. For degree courses that require tests organized by Roma Tre the request must be made online at the same time as the test registration: it is necessary to fill in the section "Request for help";
- b. for degree courses that require TOLC tests: the request must be made online by selecting the relevant option when registering in the CISIA portal [www.cisiaonline.it](http://www.cisiaonline.it).

In both cases, it is necessary to attach the certification of disability, handicap or SLD issued in accordance with current regulations. Candidates with disabilities or SLD residing in foreign countries must submit the

certification attesting to their disability or SLD status issued in their country of residence, accompanied by a legal translation in Italian or English.

In the event of failure to declare the disability/SLD status or to request aids by the deadline, the University may not be able to guarantee the necessary support for the test. It is therefore recommended that you pay the utmost attention to the instructions provided in this notice and to contact the University promptly in case of difficulty at the following contacts:

Ufficio Studenti con disabilità e con DSA / Students with special needs Office

Email: [ufficio.disabili.dsa@uniroma3.it](mailto:ufficio.disabili.dsa@uniroma3.it)

Website: <https://www.uniroma3.it/ateneo/uffici/ufficio-studenti-disabilita-dsa/>

Uffici di segreteria studenti / Registrar's Office

Requests: <https://portalestudente.uniroma3.it/chi-siamo/area-studenti/>

## The test

Test procedures are published and constantly updated on the Portale dello Studente at <https://portalestudente.uniroma3.it/iscrizioni/ammissione-e-immatricolazione/>.

During the test, it is not permitted to interact with the other candidates, consult texts, or use smartphones, cell phones, PDAs, smartwatches, earphones or other similar devices, under penalty of invalidation of the test.

The degree courses of the following Departments require the **CISIA TOLC test**:

–Engineering / Ingegneria: TOLC-I

–Science / Science – only for Biological Sciences: TOLC-S

In this case, participation in the test and subsequent matriculation require completion of both of the following procedures:

1. Enrollment in the TOLC through the CISIA portal ([www.cisiaonline.it](http://www.cisiaonline.it)) within the deadlines provided by CISIA. The schedule can be found on the CISIA portal;
2. Registration to the selection process for inclusion in the ranking of Roma Tre from the reserved area according to the deadlines indicated in the table "Schedule".

## Schedule

Department	Degree course	Test registration	Test date	Enrollment
Ingegneria / Engineering	Computer science and engineering (Ingegneria Informatica L-8)	▶ TOLC: on <a href="http://www.cisiaonline.it/">www.cisiaonline.it/</a> ▶ Roma Tre ranking <b>1st</b> <b>period</b> 10/03/2022-27/07/2022	Schedule on <a href="http://www.cisiaonline.it">www.cisiaonline.it</a>	01/08/2022 – 03/09/2022
		▶ TOLC: on <a href="http://www.cisiaonline.it/">www.cisiaonline.it/</a> ▶ Roma Tre ranking <b>2nd</b> <b>period</b> 28/07/2022-08/09/2022		13/09/2022 – 30/09/2022



Department	Degree course	Test registration	Test date	Enrollment
<b>Lingue, Letterature e Culture Straniere / Foreign Languages, Literatures and Cultures</b>	Modern languages for intercultural communication (Lingue e Mediazione linguistico-culturale L-12)	10/03/2022– 08/09/2022	16/09/2022	22/09/2022 – 30/09/2022
<b>Scienze / Science</b>	Biological sciences (Scienze biologiche L-13)	▶ TOLC: on <a href="http://www.cisiaonline.it/">www.cisiaonline.it/</a> ▶ Roma Tre ranking <b>JULY</b> 10/03/2022-22/07/2022	Schedule on <a href="http://www.cisiaonline.it">www.cisiaonline.it</a>	01/08/2022 – 09/09/2022
		▶ TOLC: on <a href="http://www.cisiaonline.it/">www.cisiaonline.it/</a> ▶ Roma Tre ranking <b>SEPTEMBER</b> 25/07/2022-16/09/2022		21/09/2022-30/09/2022
	Enogastronomic sciences and cultures (Scienze e Culture Enogastronomiche L-26)	10/03/2022-08/09/2022	13/09/2022	20/09/2022-27/09/2022

The didactic and organizational aspects of each degree course are ruled by the relevant didactic regulations, available on the Department's website. The didactic regulations for the academic year 2022-2023 will be available starting from May 2022.

## Language placement test

With the exception of the degree course in Modern languages for intercultural communication (Lingue e Mediazione linguistico-culturale L-12), all courses require a language placement test to assess the level of preparation in an EU language (English, French, Spanish, German), which will take place at the same time as the test assessment of basic knowledge. The score obtained in the language placement test does not affect the result of the test and is not binding in any way to proceed to enrollment.

When registering for the placement test it is necessary to select the language for the language placement test.

In the case of TOLC tests, the test is replaced by the section for the English language proficiency test consisting of 30 questions.

## Test result

The result of the test and the consequent score can be consulted online:

- ▶ for degree courses that require tests organized by Roma Tre: from Roma Tre reserved area starting from the fixed date as indicated in the call for admissions;
- ▶ for degree courses that require TOLC tests: from the CISIA portal.

No personal communications will be sent in this regard.

The result of the test may lead to the assignment of additional educational obligations (called OFA) to be fulfilled within the first year according to the rules of the degree courses, as indicated in the attachments to the call of admissions and in the Didactic Regulations.

The condition of being eligible for admission to the degree courses included in this announcement refers only to the relative selective procedures. It does not give any right to access these courses in the following academic years.

## Enrollment

The enrollment procedure is carried out online according to the schedule indicated in the attachments to the call for admissions and in the table "Schedule" of this adapted version in English. It is considered completed only with the payment of the first installment of fees within the fixed deadlines.

### Ranking update

Those who are placed in the ranking list and do not enroll within the fixed deadline will be considered to have withdrawn from the course and the vacant places will be reassigned in order of ranking.

Those admitted after the ranking update can enroll according to the deadlines indicated in the call for admissions.

Should there still be places available at the end of the enrollment period and the ranking update, enrollment after the deadline may be allowed to those who, despite having passed the test, have not completed the enrolment process within the fixed deadline. Enrolment after the deadline is subject to the payment of an extra fee for late application, as established in art. 8, paragraph 2, of the Regolamento Tasse.

In order to complete the enrollment, it is necessary to upload the following documents in your private area, under penalty of enrollment suspension:

1. scanned copy of the signed application form;
2. passport size photo;
3. scanned copy of a valid identity document;
4. if in possession of a foreign qualification, relevant documentation required by the [Regolamento per l'ammissione ai corsi universitari con titolo estero e per il riconoscimento dei titoli esteri](#);
5. if non-EU citizens, copy of residence permit/visa.

It is allowed to enrol after the deadline, with a charge of 60 euros, as established in art. 8, paragraph 2, of the Regolamento Tasse, only for those who have taken the test. This fee is also charged to those who take any tests scheduled after October 17, 2022.

### **Please note**

Students enrolling with a foreign admission qualification must previously deliver the relevant documentation to the Office for Foreign Students / Ufficio Studenti con Titolo estero e Programmi di Mobilità d'Ateneo:

Via Ostiense 129, 00154 Roma

Ph: +39 06 57332850;

Requests: <https://portalestudente.uniroma3.it/chi-siamo/area-studenti/segreterie-studenti/>

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## Fees

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All fee regulations are contained in the [Regolamento Tasse](#) published in the Portale dello Studente.

### **Important**

As a result of the legislative changes on student fees introduced by Law 11 December 2016, no. 232, "Budget Law 2017", in order to calculate the first installment of fees, it is necessary to submit the ISEE declaration for university benefits.

The declaration can be submitted as early as January 15, 2022. At the time of registration for the test assessment of basic knowledge or enrollment or renewal of enrollment you must authorize the University to acquire the declaration from the INPS database. Failure to submit the declaration will result in automatic classification in the highest bracket.

### **Please note**

Tuition payments are made through the "PagoPA" method.

PagoPA bills can be paid through the [app IO](#), online with a credit card or at the over 350 Payment Service Providers (PSPs) participating in PagoPA. The complete and updated list of PSPs is published on the AGID website: <https://www.pagopa.gov.it/it/dove-pagare/>.

For courses that require TOLC tests, the payment methods for the test registration fee can be found on the CISIA portal [www.cisiaonline.it](http://www.cisiaonline.it).

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## Scholarships, housing, canteens, and other services

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Some degree courses may provide scholarships specifically intended for those who enroll, on the basis of incentives specifically provided for by the MIUR through the "Fondo Giovani - Incentivi alle iscrizioni a Corsi di studio inerenti ad aree disciplinari di particolare interesse nazionale e Piano Lauree Scientifiche", which may concern in particular the degree courses of the [Department of Engineering](#).

Every year the regional body for the right to study and the promotion of knowledge, DiSCo Lazio, makes available a series of competitive services, in particular scholarships, accommodation, grants for international mobility and degree awards. The call for admissions is published every year on the website <https://www.laziodisco.it/>.

In addition to the competitive services, DiSCo Lazio provides the canteen service and other general services, all described on its website.

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## E-mail for institutional communications

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The University provides a mailbox (nom.cognome@stud.uniroma3.it) which can be accessed with the same credentials used to access online services.

Roma Tre mailbox is the only channel used to send communications from the offices.

In order to activate the mailbox after enrollment, it is necessary to carefully read the instructions at <https://portalestudente.uniroma3.it/accedi/area-studenti/istruzioni/mail/>.

## Privacy policy

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The Informative note on the processing of personal data drafted by the University of Roma Tre pursuant to Art. 13 of EU Reg. 2016/679 is published on the website [www.uniroma3.it/privacy/](http://www.uniroma3.it/privacy/).

## Useful contacts

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**Administrative support offices** for enrollment procedures:

### Area Studenti

*Uffici di segreteria studenti / Registrar's Office*

Via Ostiense 129, 00154 Roma

Website: <https://portalestudente.uniroma3.it>

Requests: <https://portalestudente.uniroma3.it/chi-siamo/area-studenti/segreterie-studenti/>

*Ufficio Studenti con Titolo estero e Programmi di Mobilità d'Ateneo /Office for Foreign Students*

Via Ostiense 129, 00154 Roma

Ph: +39 06 57332850;

Requests: <https://portalestudente.uniroma3.it/chi-siamo/area-studenti/segreterie-studenti/>

### Ufficio Studenti con disabilità e con DSA / Office for Students with special needs

Ph: +39 06 57332703; Email: [ufficio.disabili.dsa@uniroma3.it](mailto:ufficio.disabili.dsa@uniroma3.it)

Website: <https://www.uniroma3.it/ateneo/uffici/ufficio-studenti-disabilita-dsa/>

### Strutture e centri di servizio:

#### Piazza Telematica d'Ateneo

Website: <https://host.uniroma3.it/laboratori/piazzatelematica/>

At the Piazza Telematica it is possible to access the Internet and carry out the procedures described in this call.

#### Centro Linguistico d'Ateneo / Language Centre

Ph: +39 06 57332079; Email: [cla@cla.uniroma3.it](mailto:cla@cla.uniroma3.it)

Website: <https://www.cla.uniroma3.it/>

#### URP - Ufficio Relazioni con il Pubblico / Public Relations Office

Ph: +39 06 57332100 dal lunedì al venerdì dalle 10 alle 13

Email: [infourp@uniroma3.it](mailto:infourp@uniroma3.it)

**Department Student offices** contacts are available in the attachments to the call for admissions and on the Departments' websites <https://www.uniroma3.it/ateneo/dipartimenti-e-scuole/>.

**All University facilities will be closed from August 6 to August 21, 2022.**