

NOTICE for extra UE students (Sep 30, 2020):

The University of Parma informs that the necessary procedures related to the final matriculation of non-European students may be furthered exclusively after receiving the following documents:

- STUDY TITLE TRANSLATED TO ITALIAN AND LEGALIZED
- DECLARATION OF VALUE (DICHIARAZIONE DI VALORE)
- Copy of the awarded STUDENT VISA to enter Italy

Deadline for delivering the above documents to the Student Registry Office is 28st February 2021.

If the above-listed documents are delivered before **30th November 2020**, the abiding students will be matriculated as “official students” and they may access all the exams planned for the First Semester of the current academic year.

Nonetheless, in consideration of the critical situation deriving from the running health emergency due to SARS-COV-2 pandemic:

- students registered at the University of Parma (on ESSE3) and having paid the required 156,00 € fee but not yet having finalized their matriculation due to the missed submission of (some of) the above-listed documents, may temporarily attend the online courses of the chosen degree course as “guests”. The delivery of the required documents by the fixed deadline will switch the student’s position from “guest” to “official”. **In case of missed matriculation, the paid amount will be not reimbursed;**
- guidelines to access the online lectures are available in the official web page of the chosen degree course.

In case the required documents are not provided by 28st February 2021, the student’s position will be closed due to the impossibility to finalize the matriculation process.

PAYMENT DETAILS

Payments may be performed through international bank transfer. The payment causal must clearly contain:

- student’s name and surname
- invoice (=fattura) ref. Number (you get the invoice in pdf on ESSE3 at the “payments” section)

The bank details for the transfer are the following:

Account holder’s name: **Università di Parma**
Bank address: **Crédit Agricole Italia S.p.A. – Agenzia di Parma – Via Università, 1 – 43121 Parma**
IBAN code: **IT 25 L 06230 12700 000038436533**
BIC/SWIFT code: **CRPPIT2P**

A copy of the international bank transfer receipt should be attached to the enrolment application sent to the Student Registry Office of the chosen course.