Universitaly Application Guidelines

Applications 2023-24 (Documents)

If you are a perspective student interested to enroll at University of Naples Parthenope, get familiar with the steps to pre-enrolment described below. Since 2020, the pre-enrolment procedure is served by Universitaly web page and this is the only way to access our school.

UNIVERSITÀ DEGLI STUDI DI NAPOLI PARTHENOPE

UNIVERSITALY

How to prepare yourself for pre-enrolment?

Pre-enrol online via the Universitaly portal www.universitaly.it

Pre-enrolment procedure will be done online and all steps to complete will be explained respectively throughout the guideline.

In the next page, you will be asked to register an account. Click on "**Why and how to register**" and then on '**Join now**'
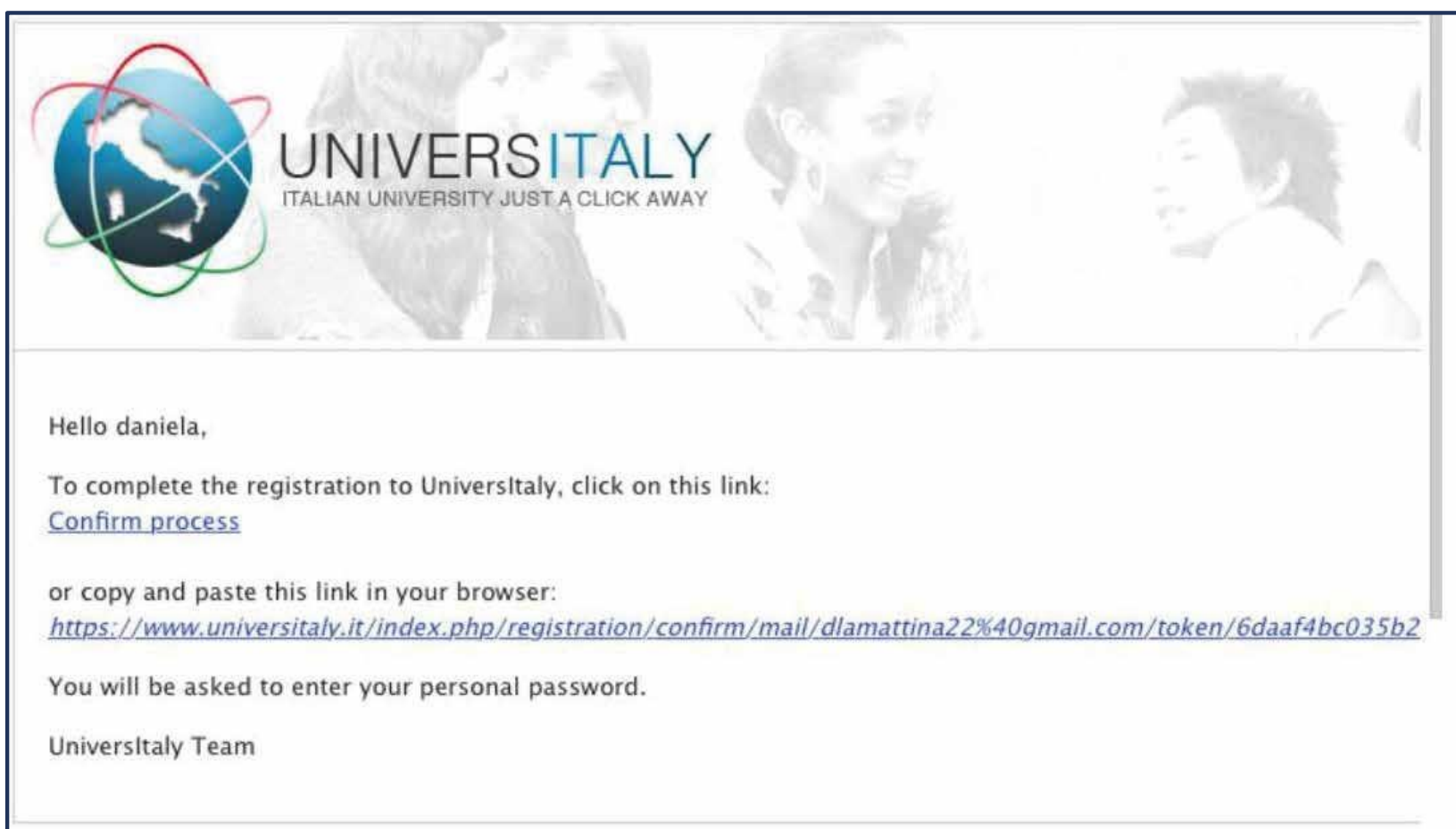
You will be asked to put your personal data, passport and contact details.

Please note: the system asks you to provide the Italian 'tax code'. If it's possible, leave this section blank; if you cannot
leave it blank, use the code that is automatically generated by the system.

Once you have signed up to the portal, you will receive an email asking you to confirm the registration.

Your account is now active! You can move to the second step: **the pre-enrollment**.
Go back to universitaly homepage and click (again) on '**Pre-enrol now**':

After registration on Universitaly portal, personal area must be accessed by student and pre-enrolment step can be done followingly.
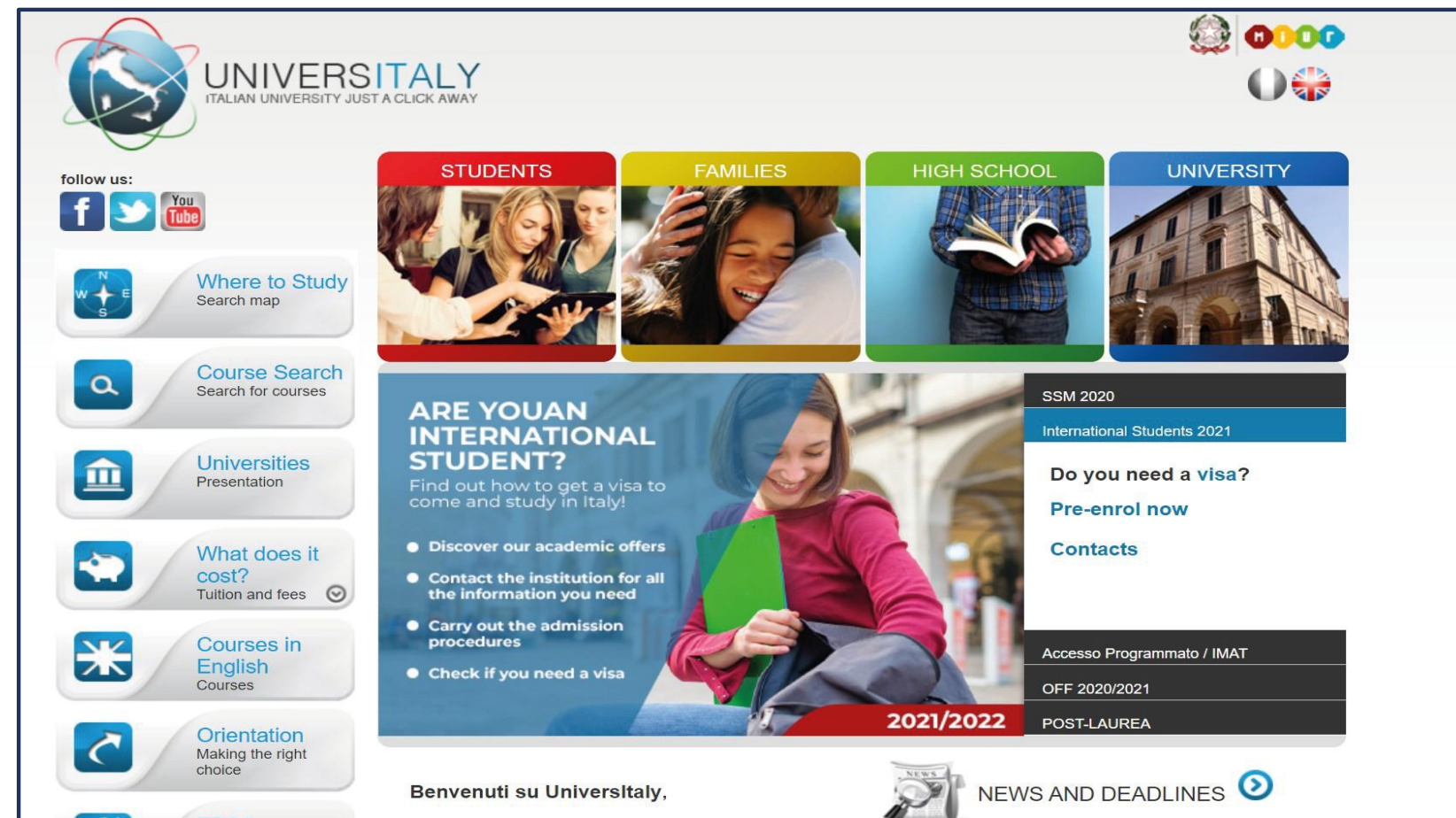
PRE-ENROLMENT APPLICATION
APPLICATIONS

Do you need help?
Support for filling in your application: Contact your Institution

Technical support

Pre-enrolment application A.Y. 2021/2022 , started on 20-04-2021:12:12

Go to application

ℹ **Here is some useful information:**

Click on "New pre-enrolment application" to start an application. You can stop and continue to fill it in as you prefer. To continue the application click on "Go to application".

You can pre-enrol once to one University and one course.

In order to find your course, you need to select the proper course type. Please check with the

PRE-ENROLMENT APPLICATION
STEP A

Choose the academic year in which you want to enrol / carry out the mobility

2021/2022

| Personal data ℹ

Name (including your middle names)

Gabriele

Surname

Sampagnaro

Then click on 'Go to application'.
You are now accessing the Pre-enrollment application

STEP A: choose the academic year 2023/24 and fill out the form with your personal data

Then click on 'Go to step B'

UNIVERSITY OF NAPLES
PARTHENOPE

Step B

You will be asked to:

- Provide your passport number

- Indicate the expiry date of your passport

- Upload a passport size picture and your passport

- Indicate the Embassy/Consulate where you will apply for the visa

- Indicate the reason for the visa application
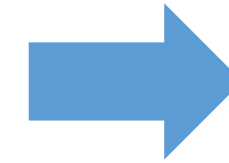
PRE-ENROLMENT APPLICATION
STEP B

| Passport

Passport number   Expiry date
Passport number   dd/mm/yyyy

Upload a passport size picture of your   Upload your valid passport
face   Only pdf/jpeg/png - 10Mb max are
Only pdf/jpeg/png - 10Mb max are   accepted
accepted   Scegli file Nessun file selezionato
Scegli file Nessun file selezionato

| Course information

Institution   Institution Name
Università   **1**   Università degli Studi di NAPOLI "Parthenope"
                                                                          2

Course Type ⓘ For more information about Course   ○ Every Languages
Type of the university system click here
Laurea Magistrale   ● English Language   **4**
3 Laurea
       Laurea Magistrale a ciclo unico   ○ Other Languages
       Laurea Magistrale
       Diploma di Specializzazione
       Dottorato di ricerca - PhD

1. Select: Università

2.Select: Università degli Studi di Napoli Parthenope

3.Select: Laurea Magistrale (i.e. Master's Degree, 2-years course) or Laurea (i.e. Bachelor Degree, 3-years course), or Laurea Magistrale a ciclo Unico (Single 5-years course)

4. Select the Language

Once you have filled out this section click on '**Go to step C**' In this section you should upload your degree certificate and final transcript. In order to upload the documents click on '**Upload qualification**'

When you have uploaded all documents, click on '**Summary**'. You will be directed to the summary of your application; if everything is correct, tick the box '**I have read the data processing**' and then click on '**apply for pre-enrolment**'