STUDY IN ITALY:
TO DO LIST FOR NON-EU STUDENTS
Non-EU students who intend to enroll in one of the UniCamilllus degree programs must fulfill the following obligations.

BEFORE ARRIVING IN ITALY

1. ENTRY VISA IN ITALY

Candidates who are admitted in one of the UniCamilllus degree courses must go to the Italian Embassy or Consulate in the country of residence to apply for an Italian entry visa for study reasons.

Citizens of the Schengen Area and of Switzerland, Iceland, Norway and Liechtenstein do NOT need to apply for a visa.

The visa allows foreign citizens to enter the Italian territory for certain purposes and for a specific period.

The issuing of the visa is not automatic and upon entering Italy the border authorities are authorized to request the demonstration of compliance with the requirements necessary for obtaining the visa itself. The visa can be a separate document or printed on the passport or contained in a sheet to be attached to it.

On the Foreign Affairs and International Cooperation (Italy) website there is a section containing the information about the application for a visa:

http://vistoperitalia.esteri.it/home/en

2. TRANSLATION AND LEGALIZATION OF THE QUALIFICATION

The secondary school diploma, if obtained abroad, must be translated into Italian and legalized by the Italian diplomatic-consular representations in the country where the diploma was issued.

On the Foreign Affairs and International Cooperation website there is a section with information about how to obtain the translation and legalization of the diploma:

3. PERMIT OF STAY

The permit of stay is a document that allows the citizen of a foreign country to remain in the national territory for an extended period. It is issued by the competent Questura (Police Headquarter) in the province where the foreign citizen moves. The application must be submitted within 8 working days (therefore excluding Sundays and holidays) from the date of entry into Italy by filling in and sending a kit available at the Italian Post Offices. Subsequently, the applicant will be summoned to the Questura - Immigration Office - for the mug shot and the subsequent issue of the permit.

4. TAX CODE

The tax code is the personal identification document when dealing with Italian public administrations. It can be requested abroad through the consular office. Alternatively, it is possible to apply for the tax code at the Revenue Agency after entering Italy. For info: https://www.esteri.it/mae/en/servizi/stranieri/codice-fiscale.html

5. HEALTH INSURANCE CARD

The Health Card can replace the tax code. It is necessary when the citizen goes to the doctor, takes a medicine in the pharmacy, books an exam in an analysis laboratory, undergoes a specialist visit to a hospital or an ASL (local health authorities) and, in any case, whenever he has to certify his tax code. The Card has a duration equal to that of the permit of stay and is sent to the applicant’s residence or domicile address. On the back of the Card there is the EHIC (European Health Insurance Card). The EHIC guarantees healthcare in the European Union, Norway, Iceland, Liechtenstein and Switzerland, according to the current regulations in the each country. To be able to take advantage of the services, the assisted person can go directly to a doctor or a public or affiliated health facility and show the EHIC. The assistance is direct and therefore nothing is due, except for the payment of any ticket which is the direct responsibility of the client and therefore non-refundable.

The European Health Insurance Card (EHIC) is issued to EU and non-EU citizens registered with the National Health System (NHS) and not dependent on foreign institutions. For information: https://sistemats1.sanita.finanze.it/portale/tessera-sanitaria (in Italian)
5.1 TO REGISTER IN THE ITALIAN HEALTH INSURANCE SYSTEM:

Go to the Post Office and pick a form (a common one. Anyway, you can ask directly there for help). Fill the form with your personal data and with the data of the entity to which you pay for the insurance.

That is:
Postal account (Conto corrente) n° 370007 in the name of Regione Lazio - Via Rosa Raimondi Garibaldi, 14 – 00145 Roma.
Motivation (Causale) : Iscrizione al SSN anno 2020 (Registration in the National Health Insurance System for the year 2020)

You have to pay at the counter 149.77 euro (or more, if it has become more expensive) + 1.50 euro for commission. The duration of the insurance cover is equal to a calendar year, which means until December 31st, 2020.

You have to have with you*:
• Permit of Stay or copy of the request for the release/renewal
• ID
• Fiscal Code (or self-certification of the request)
• Self-certification of a domicile here in Rome
• Certificate of enrolment in the university.

*Please have the Permit of Stay, ID and Fiscal code in original and in paper copy.

6. CHOICE OF THE GENERAL PRACTITIONER

Go to the hospital- a public one, the nearest one to your domicile in Rome.

Go there with this documents*:
• Permit of Stay or copy of the request for the release/renewal
• ID
• Fiscal Code (or self-certification of the request)
• Self-certification of a domicile here in Rome
• Certificate of enrolment in the university.
+ the receipt of the payment for the Health Insurance System (at the Post Office they will leave you a part of the form that you can use in this case).

*Please have the Permit of Stay, ID and Fiscal code in original and in paper copy.

Look for the Public Relations Office or for the Office for “Assegnazione del medico di base” (Choice of a general practitioner). They have a list with all the practitioners in your area. You can choose any of them, according to their availability - each one of them can have a maximum of allotted persons. You can choose one of the available ones (ask if there is one who speaks English). Remember to ask the office hours of the doctor.
6.1 THE GENERAL PRACTITIONER

Registration to NHS gives the right to choose a family doctor, also called a general practitioner. These doctors guarantee free outpatient and home visits, prescription of medicines and requests for specialist visits.

The choice of the practitioner is made in the offices of the ASL of residence (or actual domicile) where the NHS registration is made, by consulting the list of doctors available in the area.

The choice of the practitioner can be changed at any time.

Each practitioner, chosen through the ASL, has an outpatient clinic where he must guarantee free general medicine visits, at the established times and days.

You will also have to contact him for:
- Medical certificates of illness
- Requests for specialist visits and diagnostic tests
- Requests for non-urgent hospitalization
- Requests for thermal treatments
- Prescription of medicines

If necessary, the practitioner can make a medical examination at your home. The home visit is carried out when the patient’s health conditions do not allow him to go to the doctor’s clinic.

USEFUL INFO FOR STUDYING IN ITALY

If you want to study in Italy, visit the website of the Ministry of Foreign Affairs which provides useful information for studying in Italy: [https://studyinitaly.esteri.it](https://studyinitaly.esteri.it)

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*UniCamillus Admissions Office staff will be available to non-EU students who will need assistance for bureaucratic procedures in order to obtain and / or renew the permit of stay and other formalities required.*
OFFICES AND CONTACTS

The offices of the University are in Rome in prestigious and functional premises well serviced by public transport.
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