

UNIPD “How to apply” guide: Academic year 2025/26

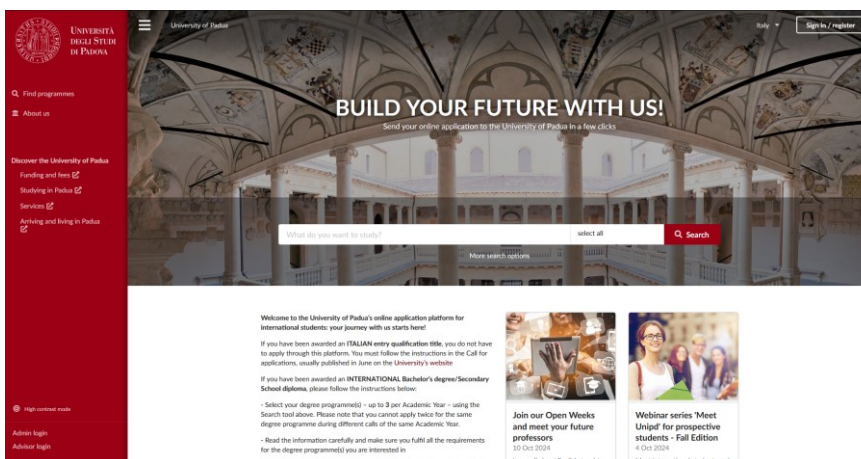
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PART 1 – “Visit Apply.Unipd.it”

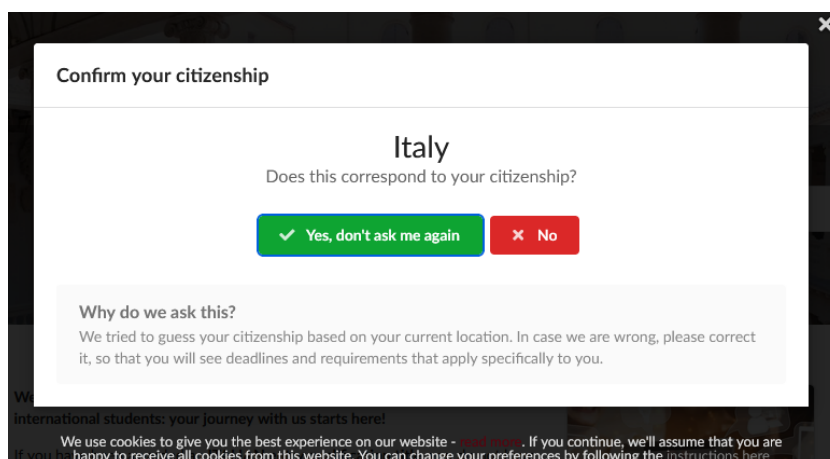
To begin the application process simply search “**Apply unipd**” on Google and open the website apply.unipd.it.

This is the official **Application Platform** for international students where students who hold an international title can submit their application to join the University of Padua (UNIPD). The **Application Platform** also contains useful information on our Academic Offer, our procedures, and our requirements.



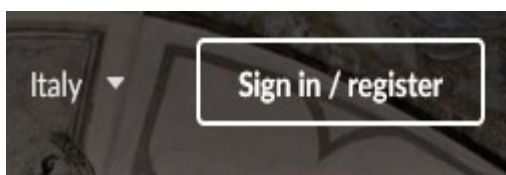
Application Platform

The first time you open the platform, you will have to indicate your citizenship: you can either confirm the one suggested by the system or use the search box to select your citizenship manually.

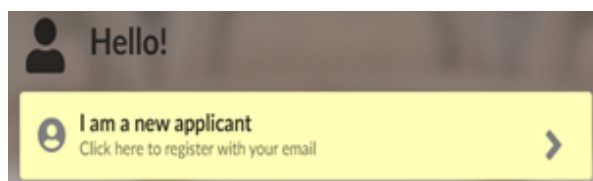


Select your citizenship

To apply to UNIPD you have to create an account on the **Application Platform**. Click on the **“Sign in / Register”** button to begin this process and then click on **“I am a new applicant”** to create a new account.



Begin the registration process



Register with your email

Once you insert your email address to register, you will immediately receive an email containing a link to complete the creation of your new **Apply UNIPD** account. Check your **“Inbox”** and **“Spam”** folders to make sure you don’t miss this email!

Use the “Click to Login” button in the email to continue the process: fill in your full name, verify your citizenship and then click on “**Continue**”.

IMPORTANT: Do not forget to authorise the treatment of your data.

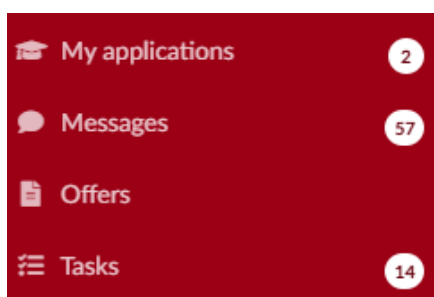
Congratulations! Now you have your own **Apply UNIPD** account!

PART 2 – “Register to Apply.unipd.it”

Now check out the homepage of our [Application Platform](#), where you will find useful information and instructions on how to apply as well as our [upcoming online events](#) and links to useful websites like our [Frequently Asked Questions](#).

Once you have created an account, you will receive email notifications regarding your application and our newsletters for prospective students. Remember to check your “**Inbox**” and your “**Spam**” folders so you do not miss any communication from the Global Engagement Office.

IMPORTANT: You can find all communications regarding your application the “**Inbox**” section of your **Apply UNIPD** profile, in the left menu.



The Messages section in the left menu

PART 3 – “Add a Degree Programme”

To begin your application use the search bar to explore our [Academic Offer](#). You can also use the dropdown menu to select your study level and make sure you only see Degree Programmes in which you are interested.

All the Degree Programmes that are already open for Application will display a red “**Apply now!**” button; click on it to add any Degree Programme to your Application.

Apply now! Academic year 2025/26

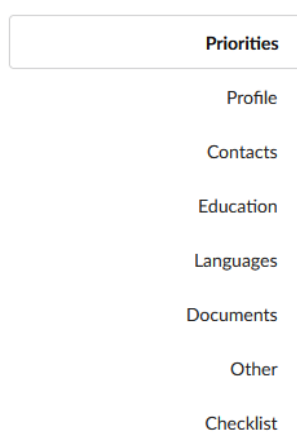


Application deadline

2 Feb 2025, 23:59:59 Europe/Rome time

Click on “Apply now” to begin your application to the programme

By adding a programme to your application, the **Application Platform** will generate an **Application form** (Appform) divided in several sections: Priorities, Profile, Contacts, Education, Languages, Other and Checklist. To complete and submit your application you will have to complete all section following the instructions available in each one.



The Sections of your Appform

In the “**Priorities**” section, you can find more information on the **Appform** and you can add more Degree Programmes to your application.

Use the search bar and the filters to find more Degree Programmes and add them to your Application.

Remember to use the arrows to adjust the order of the Degree Programmes so that it reflects your preferences.

IMPORTANT: Do not forget to check the [entry requirements](#) before applying to a Degree Programme. Each Programme’s webpage contains information on [entry requirements](#) and [language requirements](#), as well as an overview of the Programme and its structure.

Always check our list of “[Country-based entry requirements](#)” and read it very carefully.

If you cannot find the country in which you studied in the list, simply refer to the [general entry requirements](#).

PART 4 – “Your application”

“Profile” section: Enter your personal information and upload a picture of your face, which we will use for your student card in case of admission. Make sure you choose a picture that fits our criteria

<p>Given name *</p> <input type="text"/>	<p>Passport</p> <p>Number *</p> <input type="text"/>
<p>Family name *</p> <input type="text"/>	<p>Issue date *</p> <input type="text" value="Date (yyyy-mm-dd)"/>
<p>Enter your full Given name(s) (First name) and Family name(s) (Surname) as indicated in your Passport (or ID card - <i>ONLY for EU citizens</i>). Both your Given name(s) and Family name(s) are mandatory information. When entering your Given and Family names, please ONLY use the Latin alphabet with NO diacritic/accents marks as indicated in the Machine-Readable Zone (MRZ) that you can find at the bottom of the personal information page of your passport.</p> <p>If you have any doubt, read our FAQ for international students.</p>	<p>Expiry date *</p> <input type="text" value="Date (yyyy-mm-dd)"/>
	<p>Country of issue *</p> <input type="text" value="Choose a country"/>
	<p>Issued by *</p> <input type="text"/>
	<p>The authority who issued the passport.</p>

Enter your information

Once you have entered all your information correctly, use the arrows to proceed to the next section.

“Contacts” section: Enter your contact information by following the instructions.

We will not deliver anything to your residence; in case of admission, we will use this information only for enrolment purposes.

Email *

applicant.to.unipd@gmail.com



This email address has been verified



Change my email address

You can change your email in this section

“Education” section: enter all information related to your previous studies in the **Education Blocks** by following the instructions.

Level of education * <input type="text" value="Please choose"/>	(Expected) graduation * <input type="text" value="Year and (optional) month"/>
Official name of school / university / institution * <input type="text"/>	Nominal length of programme * <input type="text" value="Please choose"/>
Programme name * <input type="text"/>	Country * <input type="text" value="Choose a country"/>
Awarded qualification / degree * <input type="text"/>	Study location * <input type="text"/>
Diploma issue date <input type="text" value="Date (yyyy-mm-dd)"/>	Study language * <input type="text" value="Choose a language"/>
	GPA / Average grade * <input type="text"/>
	Maximum GPA / Average grade possible * <input type="text"/>

Z

An "Education Block"

IMPORTANT: Enter all information in the **Education Blocks** as explained in the section's instructions. If you have any doubt, read the instructions and our [FAQs](#).

If necessary, you can add new blocks and change the order of the existing ones.

“Language” section: enter information regarding your language skills.

Foreign language * <input type="text" value="Choose a language"/>
Proficiency * <input type="text" value="Please choose"/>

Enter your language proficiency

Visit our website to learn more about our [language requirements](#) and find a list of all accepted language certificates, required scores for each of them, and possible exemptions.

“Other” section: Tell us where you found out about the University of Padua and its Degree Programmes by using the dropdown menu to select one of the available options.

Information source *

Please let us know how you found the information that led you to apply.

Friend or Family
Study fair
Facebook
Newspapers, radio, TV
Search engine (e.g. Google)
University's website (unipd.it)

Select your "Information source"



We would also like to know how you would be financing your studies at UNIPD in case of admission.

IMPORTANT: This question is only for statistical purposes. Your answer is not binding and it will not influence the evaluation process or any scholarship consideration.

Note that you can save your Application as a draft at any time **while the Call for Application is open.**

PARTE 5 – “Complete your Application”

“Checklist” section: This section contains several **“Tasks”** divided in two types:

- Tasks displaying a **red prohibited sign**  must be completed in order to submit the Application,
- Tasks displaying a **yellow warning sign**  can be completed after submitting the Application.

**Application fee**

I have NOT paid the Application fee yet

blocks application

**Legalisation of Bachelor's degree diploma and transcript of records**

I do NOT have my Bachelor's diploma and transcript of records legalised yet

needs attention

*A mandatory task**A task you can complete after applying*

You will receive automatic reminders about any incomplete **“Task”** both in the **“Inbox”** section of your Application and via email.

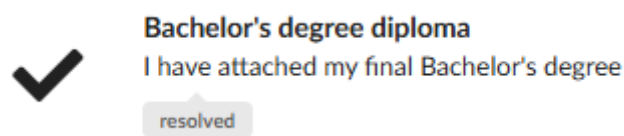
Clicking on a **“Task”** will open a pop-up window displaying the selected **“Task”**.

Each task contains instructions and has different “**Status**” options: select the option that best reflects your status. To select certain “**Status**” options you will first need to upload the required document(s) by using the dedicated button. After uploading the required document, you will be able to change the “**Status**”.

If necessary, you can also add comments to the “**Task**”, as well as edit or delete the document(s) you have already uploaded.

IMPORTANT: Upload all documents in **PDF format**. The file size limit is **2 MB**, so if your file exceed this limit, please reduce its size to upload it.

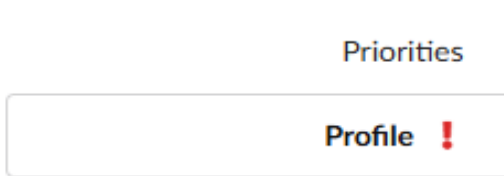
Completed “**Tasks**” will display a black check mark ✓.



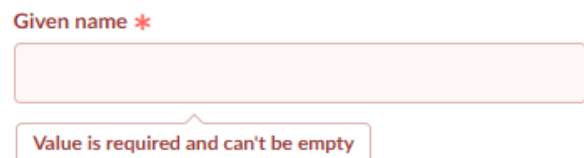
A completed task

Remember to review all the **Appform** before clicking on the “**Submit**” button, since you will not be able to submit it if any mandatory information or documents is missing.

If you do not complete any of the compulsory fields, the platform will inform you by displaying a red banner. Red exclamation marks in the Section list and highlights within each section will help you identify any missing information.



An exclamation mark showing an incomplete section



Highlighted field, cannot be left empty

IMPORTANT: After submitting your **Application** you will NOT be able to edit the information in the **Appform**, so make sure all the information is correct before clicking the “**Submit**” button.

After submitting your **Application**, you will NOT be able to edit or delete your documents; you will just be able to add new ones.

Remember that you have to submit your Application **before the deadline**. We will not accept late applications.

We look forward to receiving your Application!