

**APPLICATION FOR ENROLLMENT IN SINGLE COURSES FOR THE ACADEMIC YEAR  
2019/2020**

[section 12 of the *Manifesto degli Studi* academic year 2019/2020]

<b>Attach passport-size photo</b>	<p><b>To the President</b> Of the University of Florence Student Administration Office School of</p> <p>_____</p> <p>_____</p> <p>_____ FLORENCE - ITALY</p> <p><small>(The addresses of the Student Admin offices can be found on <a href="http://www.unifi.it">www.unifi.it</a>)</small></p>	<b>Revenue stamp € 16,00</b>
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STUDENT NUMBER

**I, THE UNDERSIGNED**

- Italian tax identification number (codice fiscale) | | | | | | | | | | | | | | | | |

- **Family name and First name** | \_\_\_\_\_ |

Gender (M/F) Born on |\_\_|\_|\_| |\_\_|\_|\_| | City | \_\_\_\_\_ |

Country of birth | \_\_\_\_\_ | Nationality | \_\_\_\_\_ |

- **Address in home Country** | \_\_\_\_\_ |

| \_\_\_\_\_ |

e-mail | \_\_\_\_\_ |

**-Address in Italy (compulsory)**

Street name | \_\_\_\_\_ | n. | \_\_\_\_\_ |

City | \_\_\_\_\_ | prov. |\_\_|\_| Zip code |\_\_|\_|\_|\_|\_|

Phone | \_\_\_\_\_ | Mobile/cell phone | \_\_\_\_\_ |

**ASK TO BE ENROLLED IN THE FOLLOWING  
SINGLE COURSES: (max of 60 CFU/year)(\*)**

COURSE NAME (INSEGNAMENTO)	CFU	DEGREE PROGRAM	EXAM CODE

<b>TOTAL CFU</b>	
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**Note** :CFU = Crediti Formativi Universitari - equivalent to ECTS

(\*) **The maximum limit of 60 CFU does not apply to graduates** [sections 3.4.1 e 12.1.1 of the Manifesto degli Studi a.y. 2017/18] who are enrolling in single courses in order to acquire the necessary credits to **access the Master's Degree (Laureamagistrale)** of their choice as per official decision of the Education Committee, which lists the specific single courses to take in order to fulfil the academic requirements.

### To the purpose of fee payment exemption I DECLARE:

- That I am a **student with disability**, as per **attached certification** issued by the relevant Authorities, with:  
**recognition of handicap** as per article 3, para. 1, of the Law 5/2/1992, n. 104;  
**recognised disability equal or over 66%** of the type stated in the attached documents.
- That I am a direct descendant of a holder of **pension of inability** (Law 30 March 1971, n. 118, art. 30) (*the stamp duty of € 16.00 is in any case due, to be paid by postal slip on account n. 5504 payable to Università degli studi di Firenze*);

### COMMUNICATION AND DISSEMINATION OF PERSONAL DATA

As per art.11 of the *Regolamento di attuazione del codice di protezione dei dati personali in possesso dell'Università degli studi di Firenze* with the possibility to oppose for legitimate reasons as ruled by art.7 del *D.L.gs 30/6/2003, n.196*, I hereby authorise the use of my personal data by the University of Florence and its dissemination to private and public institutions for all purposes relating to the orientation and job placement of students and graduates in Italy and abroad:

**YES NO**

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(signature)

### ATTACHMENTS (ONE OR MORE OF THE FOLLOWING):

- **Degree certificate** in **original**, with **legalization, translation and declaration of value** issued by the Italian diplomatic Authority in the Country where the degree was awarded;
- **Certificate of university enrolment**, in **original** with appropriate **legalization and translation** issued by the Italian diplomatic Authority in the Country where the certificate was issued;
- **High School Diploma** with **legalization, translation and declaration of value** issued by the Italian diplomatic Authority in the Country where the degree was awarded;
- **2 passport-size photos** (non-EU students residing abroad must also attach a photo authenticated by the diplomatic Authority with personal details and home address);
- **photocopy of passport with study visa (non-EU citizens) or valid ID card (EU citizens)**;
- non-EU citizens only: **photocopy of the Residence Permit (permesso di soggiorno)** or the receipt of its submission, together with **copy of the passport with entry visa for study purposes** issued by the Italian Police Immigration Office (Questura);
- **receipt of payment** of enrolment fee to be made by postal slip on account **n. 30992507**, payable to: Università degli Studi di Firenze – Corsi post laurea – 50121 Firenze – Piazza S.Marco, 4, - **compulsory description:** Enrolment in single courses. Academic year 2019/2020.
- The total cost for a.a. **2019/2020** will be determined by adding to the fixed amount of **€ 202, € 11** for every CFU you wish to take.
- **Copy of the Italian Government grant assignment letter.**
- **Certification** \_\_\_\_\_.