

UNIVERSITÀ DEGLI STUDI  
DEL SANNIO Benevento

# Registration for Entry TEST

ADMISSION TEST  
Registration guide

TOLC  
Registration guide

TIP  
Registration guide

## Summary

PREMISE .....	1
1. Registration for Entry TESTs .....	2
1.1 Subscription to TOLC.....	4
1.2 Subscription to TIP .....	10
1.3 Enrolment for admission tests.....	18



## PREMISE

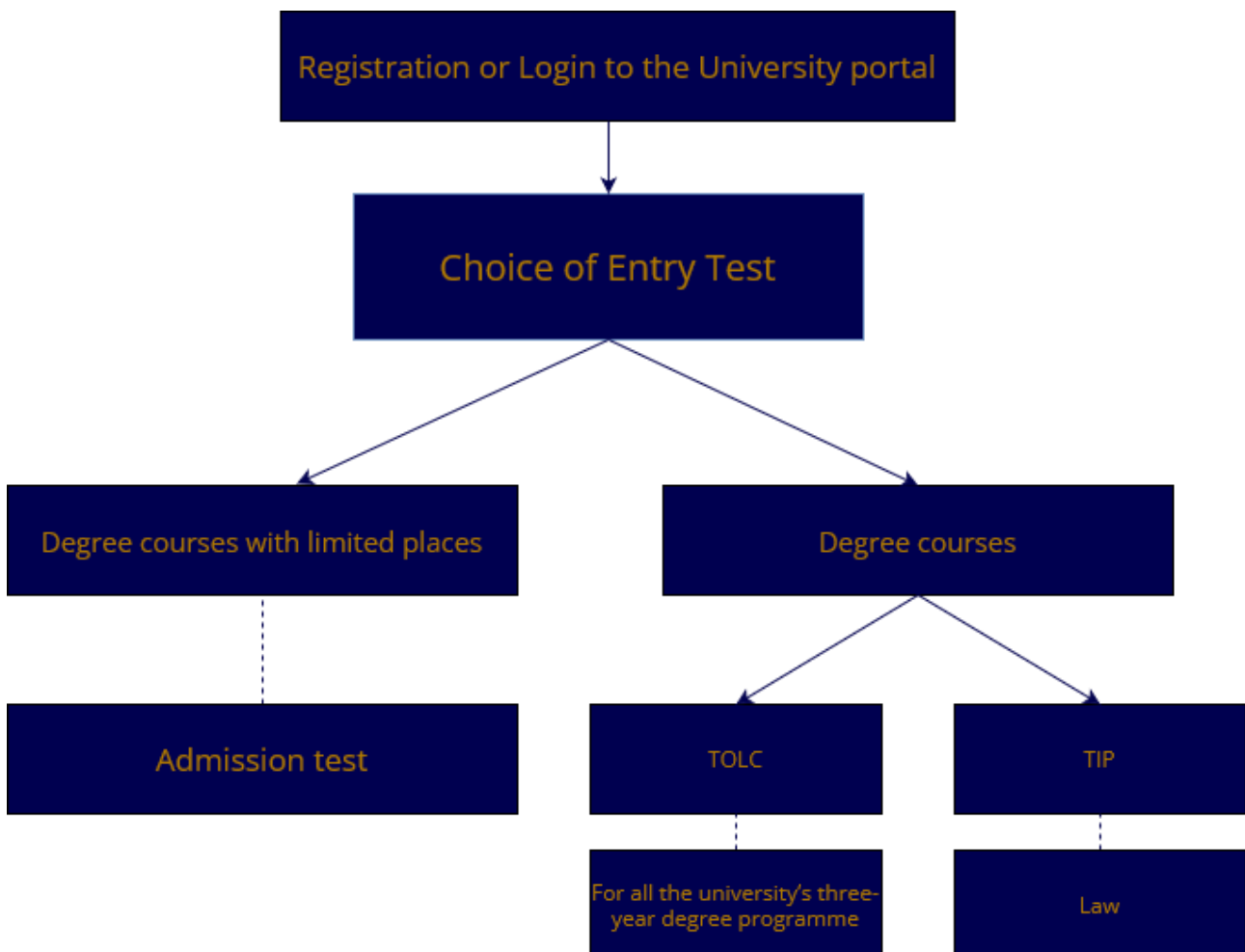
To access the registration, an entry test must be taken that is intended to allow the assessment of the student's knowledge and attitudes.

This is a **mandatory** test and must be taken before registration.

The entrance tests can be:

- **limited number**, also referred to as **admission tests**, because they allow access to the courses of study on the basis of a selection linked to the score obtained;
- **Not a limited number**, also such assessment tests, which are not selective for access to the courses of study, but provide for the achievement of a minimum score, below which will be awarded Additional Training Obligations (OFA). They can be of two categories: **The TOLC (CISIA Online Test) and TIP (Test in Presence)**.

In this guide will be explained all the steps necessary to register, through the online services portal, to the two types of Entrance Tests. Below is a scheme summarizing what has been said:

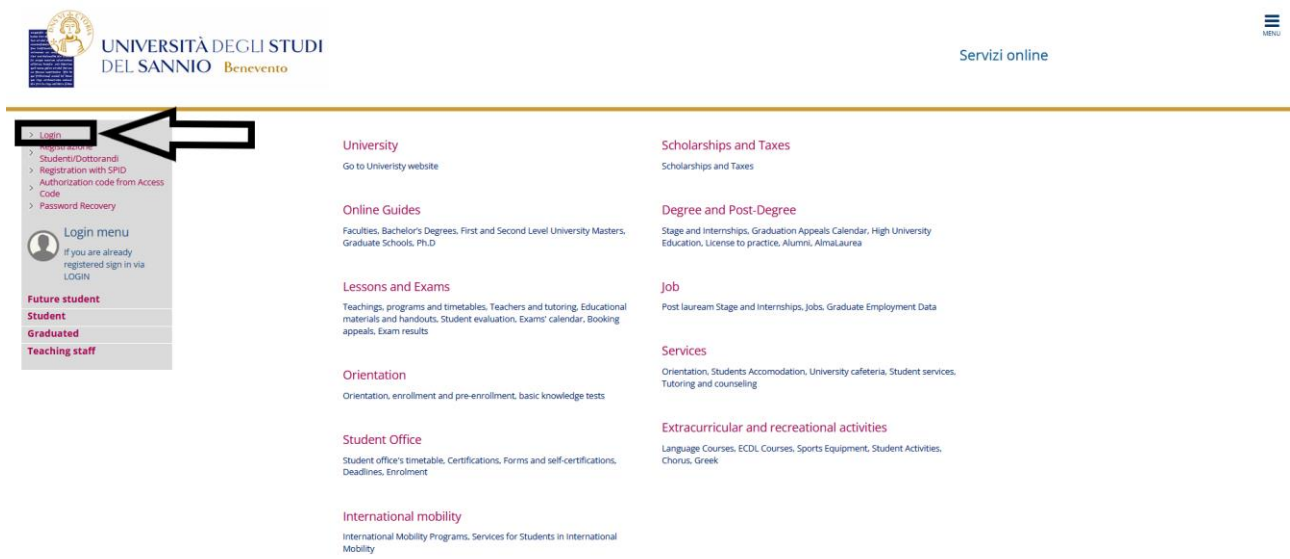




# 1. Registration for Entry TESTs

After registration on the Esse3 online services portal (*the registration procedure can be consulted on the University website, at the link <https://www.unisannio.it/it/studente/futuro-studente/info>*), it will be possible to proceed with the pre-registration, by connecting to the following address: <https://unisannio.esse3.cineca.it/Home.do>

To access, click on **“Login”** of the left menu:



On the next page, to complete the login operation, you have two options:

1. enter the credentials issued when registering for the portal and clicking on the **“ACCEDI”**;
2. use your SPID credentials by clicking on the **“Entra con SPID”** button, following the wizard.





Both login options allow you to access the same welcome page where the user's personal information is summarized:



Registered Users Area - Welcome JOHN DOE

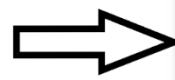
Personal Data		Hide details
Photo		
Name Family Name	JOHN DOE	
Permanent address	Park Avenue, 100 MANHATTAN tel:1234567890	<a href="#">edit</a>
Current address	Park Avenue, 100 MANHATTAN tel: 1234567890	<a href="#">edit</a>
Indirizzo di fatturazione	Undeclared	<a href="#">edit</a>
E-Mail	john.doe@nyc.com	<a href="#">edit</a>
University E-Mail		<a href="#">edit</a>
Mobile phone	+1212 123456789 (operator)	<a href="#">Edit</a>

To proceed with registration for the entrance test, click on the "Menu" button, at the top right, and choose the item "Registrar's Office":



Registered Users Area - Welcome JOHN DOE

Personal Data		Hide details
Photo		
Name Family Name	JOHN DOE	
Permanent address	Park Avenue, 100 MANHATTAN tel:1234567890	<a href="#">edit</a>



it eng

JOHN DOE

Reserved Area

Logout

Change Password

Home >

Registrar's Office >

International mobility >

Select one of the two possible alternatives for Entry Tests:

1. Registration in the Admission test;
2. Registration for Evaluation test (e.g. TOLC or TIP).



Registered Users Area - Welcome JOHN DOE

Personal Data		Hide details
Photo		
Name Family Name	JOHN DOE	
Permanent address	Park Avenue, 100 MANHATTAN tel:1234567890	<a href="#">edit</a>
Current address	Park Avenue, 100 MANHATTAN tel: 1234567890	<a href="#">edit</a>



it eng

JOHN DOE

Reserved Area

Logout

Change Password

< Registrar's Office

Admission test

Evaluation test

State Exams

Enrollment

Payments

Invalidity Declaration

Identification document



## 1.1 Subscription to TOLC

### TOLC Registration guide

To proceed with the registration to the TOLC, access the Esse3 portal at the following address: <https://unisannio.esse3.cineca.it/Home.do>  
Choose the item "Secretariat", "Enrollment in NON-limited number courses".

- Select the type (three-year, master's, single-cycle master's) to which you want to access and then the degree course you prefer
- In the next step, you will be asked to choose the administrative category (e.g. Italian or foreign contingent), valid for taking the entrance test. In case of temporary or permanent disability, you can ask for help, required by law, by selecting the item "Yes / No" in the relevant section.
- To complete the procedure, it is necessary to declare the academic qualifications (Italian or foreign High School qualification) by selecting the Higher Institute where you got it. You can help you choose the institution by entering municipality and
- Finally, check the details entered and click on "Complete admission to the competition". You will be able to view the list of competitions to which you are

Note: In case you do NOT have to complete the registration at the entrance test, you can, even at a later time, return to the same and decide whether to complete it definitively or cancel the entire procedure.

**Students who have taken any TOLC ON LINE on the CISIA portal, in order to be able to enroll in one of the (three-year) Degree Courses, must, in advance, also enroll in the corresponding TOLC Unisannio competition, so that the Esse3 system can retrieve the results of the sustained test.**



### PRELIMINARY INFORMATION NECESSARY FOR PRE-REGISTRATION TO TOLC

Students who have supported any TOLC (CISIA Online Test) ONLINE on the CISIA portal, in order to be able to register for one of the Degree Courses (three-year), must, in advance, also enroll in the corresponding TOLC Unisannio competition, so that the Esse3 system can recover the results of the test taken.

From the right menu, click on **“Evaluation test”** to start the procedure for enrolling in an evaluation contest:

The screenshot shows the 'Registered Users Area - Welcome JOHN DOE' page. The main content area displays 'Personal Data' with fields for 'Photo', 'Name Family Name' (JOHN DOE), 'Permanent address', and 'Current address'. On the right, a sidebar menu is open, showing options like 'Reserved Area', 'Logout', 'Change Password', and 'Registrar's Office'. Under 'Registrar's Office', the 'Evaluation test' option is highlighted with a large white arrow.

On the next page click on **“Proceed with registration for the evaluation test”**:

The screenshot shows the 'Evaluation test' page. It includes the university logo and 'Servizi online' link. Below the header, there is a blue button labeled 'Proceed with registration for the evaluation test' which is highlighted with a blue background.

Select the type of course (*master's degree course, single cycle master's degree course, etc.*) to which you want to access and then click on the button **“Next”**:

The screenshot shows the 'Choice of degree course' form. It includes the university logo and 'Servizi online' link. The form has a title 'Choice of degree course' and a sub-instruction 'Select the type of course you wish to access.' Below this is a text input field containing 'Post Reform\*' and a radio button for 'DEGREE'. At the bottom of the form, the 'Next' button is highlighted in blue.

Select, then, on the next page, the competition you are interested in enrolling in. The **“Detail”** section of each competition shows you the list of courses to which the entrance test will allow registration.



Contests List

Select the contest you wish to enter.

Choice of the contest

Contest\*  TOLC-S CISIA A.A. 2022/2023 Laurea Triennale in Scienze Naturali Geologiche e Ambientali from 05/07/2022 12:00 to 28/02/2023 12:00

**Close-up**  
176 - NATURAL, GEOLOGICAL AND ENVIRONMENTAL SCIENCES

Contest\*  TOLC-B A.A. 2022/2023 Scienze Biologiche e Biotecnologie from 05/07/2022 12:00 to 28/02/2023 12:00

**Close-up**  
171 - BIOTECHNOLOGY  
172 - BIOLOGICAL SCIENCES

Contest\*  TOLC-E CISIA - Corsi di Laurea Triennali in Economia e Statistica (260,261,671) from 05/07/2022 to 30/06/2023

**Close-up**  
260 - ECONOMICS, BANKING AND FINANCE  
261 - BUSINESS ECONOMICS  
671 - STATISTICAL AND ACTUARIAL SCIENCES

Contest\*  TOLC-I CISIA A.A. 2022/23 Corsi di Laurea Triennali di Ingegneria con OFA from 05/07/2022 to 30/04/2023 23:59

**Close-up**  
861 - CIVIL ENGINEERING  
862 - ELECTRONIC ENGINEERING FOR AUTOMATIC CONTROL AND TELECOMMUNICATIONS  
863 - COMPUTER ENGINEERING  
864 - ENERGY ENGINEERING

Back Next

Legend:

\* Mandatory Field

You can view the general information and tests planned for each Degree Course by clicking on its name, as shown below:



NATURAL, GEOLOGICAL AND ENVIRONMENTAL SCIENCES

Detail of the contests

TOLC-S CISIA A.A. 2022/2023 Laurea Triennale in Scienze Naturali Geologiche e Ambientali

General Information

Academic year	2022/2023
Type of contest	di Valutazione
Mode	Prove Multiple
Total contest places	0
Total subscribers	3
Registration fee	0€
Registration date	from 05/07/2022 10:00 to 28/02/2023 12:00 (at the student office)
Registration date	from 05/07/2022 12:00 to 28/02/2023 12:00 (from the web)

Planned tests

Description	Type	Publication of results
BASIC MATH		It is not planned to publish a ranking on the WEB
PROBLEM SOLVING		It is not planned to publish a ranking on the WEB
READING COMPREHENSION		It is not planned to publish a ranking on the WEB
BASIC SCIENCE		It is not planned to publish a ranking on the WEB
ENGLISH		It is not planned to publish a ranking on the WEB
OVERALL SCORE		It is not planned to publish a ranking on the WEB

Rankings detail

Detail	Places	Requests	Ranking publication date
176 - NATURAL, GEOLOGICAL AND ENVIRONMENTAL SCIENCES		3	It is not planned to publish a ranking on the WEB

Continue

By clicking on the "Continue" button, you will return to the selection page of the competition and by choosing "Next" you can proceed to the next step.





Contests List

Select the contest you wish to enter.

Choice of the contest

Contest\*  TOLC-S CISA A.A. 2022/2023 Laurea Triennale in Scienze Naturali Geologiche e Ambientali from 05/07/2022 12:00 to 28/02/2023 12:00

Close-up  
176 - NATURAL, GEOLOGICAL AND ENVIRONMENTAL SCIENCES

Contest\*  TOLC-B A.A. 2022/2023 Scienze Biologiche e Biotecnologie from 05/07/2022 12:00 to 28/02/2023 12:00

Close-up  
171 - BIOTECHNOLOGY  
172 - BIOLOGICAL SCIENCES

Contest\*  TOLC-E CISA - Corsi di Laurea Triennali in Economia e Statistica (260,261,671) from 05/07/2022 to 30/06/2023

Close-up  
260 - ECONOMICS, BANKING AND FINANCE  
261 - BUSINESS ECONOMICS  
671 - STATISTICAL AND ACTUARIAL SCIENCES

Contest\*  TOLC-I CISA A.A. 2022/23 Corsi di Laurea Triennali di Ingegneria con OFA from 05/07/2022 to 30/04/2023 23:59

Close-up  
861 - CIVIL ENGINEERING  
862 - ELECTRONIC ENGINEERING FOR AUTOMATIC CONTROL AND TELECOMMUNICATIONS  
863 - COMPUTER ENGINEERING  
864 - ENERGY ENGINEERING

Back Next

Legend:

\* Mandatory Field

If all the information entered is correct, choose **“Confirm and continue”**, otherwise click on **“Back”** to change the data.



confirms the choice of the competition

Check the information about the choices made in the previous pages.

Contest

Type of qualification	FIRST LEVEL DEGREE
Type of course	DEGREE
Description	TOLC-S CISA A.A. 2022/2023 Laurea Triennale in Scienze Naturali Geologiche e Ambientali

Back Confirm and Continue

In the next step, you will be asked to choose the administrative category valid for the conduct of the entry test to which you are writing. Click on **“Next”** to continue.



Choice of administrative category and disability aids

Choose your administrative category, valid for the performance of the admission competition to which you are enrolling, and possibly request assistance for disability.

Aid for carrying out tests

Need help with testing (L. 104/92 e succ. modifiche)?

Yes  No

Exam Topics

Description	Date	Time	Location
BASIC MATH			
PROBLEM SOLVING			
READING COMPREHENSION			
BASIC SCIENCE			
ENGLISH			
OVERALL SCORE			

Back Next

Legend:

\* Mandatory Field

In case of temporary or permanent disability, you can ask for an aid, provided for by the legislation, by selecting the item “Yes/No” in the specific section. In case of help request, you can specify the necessary details, as shown in the image below:



A << 4 5 6 7 C >>

Choice of administrative category and disability aids

Choose your administrative category, valid for the performance of the admission competition to which you are enrolling, and possibly request assistance for disability.

Aid for carrying out tests:

Need help with testing (L. 104/92 e succ. modifiche)?

Yes  No

Note for assistance

Text input field for assistance notes

Legend:

\* Mandatory Field

Exam Topics

Description	Date	Time	Location
BASIC MATH			
PROBLEM SOLVING			
READING COMPREHENSION			
BASIC SCIENCE			
ENGLISH			
OVERALL SCORE			

Back Next

Check the details entered, click on **“Complete admission to the competition”**:



A << 1 >>

Confirm your contest choice

Verificare le informazioni relative alle scelte effettuate nelle pagine precedenti.

Contest

Type of degree	FIRST LEVEL DEGREE
Description	TOLC-S CISIA A.A. 2022/2023 Laurea Triennale in Scienze Naturali Geologiche e Ambientali

Valido per

Detail	176 - NATURAL, GEOLOGICAL AND ENVIRONMENTAL SCIENCES
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Administrative category and disability aids

Request for disability assistance	No
-----------------------------------	----

Back Complete admission to the contest

**Please note: If you do NOT complete the entry test registration procedure, you can, even later, return to it and decide whether to complete it definitively or cancel the entire procedure, as shown below:**



Pending Process

Pending Process

Description	Info	Status
<input checked="" type="radio"/> Iscrizione Test di valutazione		

Forward Undo Process

Legend:

Information

Working Section

Completed Section

**Cancellation of the process will be possible if and only if you have not completed the registration process. Once completed and confirmed, it will no longer be possible to cancel or modify it.**

After confirming the registration, the system shows a summary of the registration for the entry test that has just been carried out:



### Summary of the competition registration

The competition registration process was successfully completed

#### Evaluation test

Description	TOLC -S CISIA A.A 2022/2023 Laurea Triennale in Scienze Naturali, Geologiche e Ambientali
Year	2022/2023
Pre-Registration Number	3

#### Administrative category and disability aids

Request for assistance in carrying out tests	No
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#### Valid for

Detail	176 - NATURAL, GEOLOGICAL AND ENVIRONMENTAL SCIENCES
--------	--

#### Tests

Description	Date	Time	Location	Pubblicazione esiti	Status	Vote	Note
BASIC MATH				It is not planned to publish a ranking on the WEB	-	-	-
PROBLEM SOLVING				It is not planned to publish a ranking on the WEB	-	-	-
READING COMPREHENSION				It is not planned to publish a ranking on the WEB	-	-	-
BASIC SCIENCE				It is not planned to publish a ranking on the WEB	-	-	-
ENGLISH				It is not planned to publish a ranking on the WEB	-	-	-
OVERALL SCORE				It is not planned to publish a ranking on the WEB	-	-	-

[Home](#)

**Please note: For TOLC type entrance tests, no fee is required, because the payment has already been made at the time of registration to the corresponding TOLC on the CISIA website.**

By clicking on **“Home”**, you can view the list of competitions you are enrolled in and can register for a new competition.

**Please note: the results of the TOLC CISIA, which you supported, will be recorded and visible on ESSE3 after 48h. It is therefore normal that it is not immediately visible after completing the registration procedure for the competition.**



## 1.2 Subscription to TIP

### TIP Registration guide

To proceed with the TIP registration, access the Esse3 portal at the following address: <https://unisannio.esse3.cineca.it/Home.do> Choose the item "Secretariat", "Enrollment in NON-limited number courses".

- Select the type (three-year, master's, single-cycle master's) to which you want to access and then the degree course you prefer.
- In the next step, you will be asked to choose the administrative category (e.g. Italian or foreign contingent), valid for taking the entrance test. In case of temporary or permanent disability, you can ask for help, required by law, by selecting the item "Yes / No" in the relevant section.
- To complete the procedure, it is necessary to declare the academic qualifications (Italian or foreign High School qualification) by selecting the Higher Institute where you got it. You can help you choose the institution by entering municipality and province in the filters.
- Finally, check the details entered and click on "Complete admission to the contest".

Note: In case you do NOT have to complete the registration at the entrance test, you can, even at a later time, return to the same and decide whether to complete it definitively or cancel the entire procedure.

**NB: Unlike the TOLC, once the procedure is completed, the system prepares the payment of the tax due. In fact, for TIPs, the registration process ends with the payment of the required fees. To pay the fee, click on "Payments". By clicking, however, on "Home competitions", you can view the list of competitions to which you are registered, and have the opportunity to register for a new competition.**



**Please note: To date, TIPs are only provided for the single cycle master's degree course in Law**

From the right menu, click on **"Evaluation test"** to start the procedure for enrolling in an evaluation contest:

The screenshot shows the 'Registered Users Area - Welcome JOHN DOE' page. The main content area displays 'Personal Data' with fields for Name Family Name (JOHN DOE), Permanent address (Park Avenue, 100 MANHATTAN, tel:1234567890), and Current address (Park Avenue, 100 MANHATTAN, tel:1234567890). Each address field has an 'edit' button. On the right, a dark sidebar menu is open, showing options like 'Admission test', 'Evaluation test', 'State Exams', 'Enrollment', 'Payments', 'Invalidity Declaration', and 'Identification document'. A large white arrow points to the 'Evaluation test' option. The top right corner shows 'Servizi online' and a language selector (Ita, eng).

On the next page click on **"Evaluation Test"**:

The screenshot shows the 'Enrollment Evaluation Test' page. It features the university logo and 'Servizi online' link. Below the header, there is a message: 'Through the following pages it will be possible to register for an evaluation contest.' A blue button labeled 'Enrollment Evaluation Test' is highlighted with a red box.

Select **"5 YEAR SINGLE CYCLE DEGREE"** and then click on the **"Next"** button:

The screenshot shows the 'Choice of degree course' page. It includes a navigation bar with 'A', '1', '2', '3', '4', '5', '6', '7', '8', '9', '10', '11', '12', and '>>'. The main content area has a legend for 'Mandatory Field' (indicated by a red star) and a form with radio buttons for 'Post Reform\*', '5 YEAR SINGLE CYCLE DEGREE', and 'DEGREE'. The '5 YEAR SINGLE CYCLE DEGREE' option is selected. Below the form are 'Back' and 'Next' buttons. The 'Next' button is highlighted with a red box.

Select, then, on the next page, the competition you are interested in enrolling in. The **"Detail"** section of each competition shows you the list of courses to which the entrance test will allow registration.

The screenshot shows the 'Contests List' page. It features the university logo and 'Servizi online' link. Below the header, there is a message: 'Select the contest you wish to enter.' A form with a radio button for 'Contest\*' and a text input field is shown. The text input field contains 'Single cycle master's degree course in Law from 24/05/2022 10:00 to 14/07/2023 10:00'. Below the form are 'Close-up', '904 - LAW', and 'Back' and 'Next' buttons. The 'Next' button is highlighted with a red box.



You can view the general information and tests planned for the degree course in Law by clicking on the relevant name, as shown below:



LAW

Detail of the contests

Single cycle master's degree course in Law

General Information

Academic year	2022/2023
Type of contest	di Valutazione
Mode	Single test
Total contest places	0
Total subscribers	8
Registration fee	20€
Registration date	from 24/05/2022 10:00 to 14/07/2023 12:00 (at the student office)
Registration date	from 24/05/2022 10:00 to 14/07/2023 10:00 (from the web)

Planned tests

Description	Type	Publication of results
PROVA DI ORIENTAMENTO		It is not planned to publish a ranking on the WEB

Rankings detail

Detail	Places	Requests	Ranking publication date
904 - LAW		8	It is not planned to publish a ranking on the WEB

Continue

By clicking on the "Continue" button, you will return to the selection page of the competition and by choosing "Next" you can proceed to the next step.



Contests List

Select the contest you wish to enter.

Choice of the contest:

Contest\*  Single cycle master's degree course in Law from 24/05/2022 10:00 to 14/07/2023 10:00

Close-up

904 - LAW

Back Next

Legend:

\* Mandatory Field

If all the information entered is correct, choose "Confirm and continue", otherwise click on "Back" to change the data.



confirms the choice of the competition

Check the information about the choices made in the previous pages.

Contest

Type of qualification	Master's degree
Type of course	5 YEAR SINGLE CYCLE DEGREE
Description	Single cycle master's degree course in Law

Back Confirm and Continue

In the next step, you will be asked to choose the administrative category, valid for the conduct of the entry test to which you are writing. Click on "Next" to continue.



Choice of administrative category and disability aids

Choose your administrative category, valid for the performance of the admission competition to which you are enrolling, and possibly request assistance for disability.

Aid for carrying out tests

Need help with testing (L. 104/92 and subsequent amendments)?

Yes  No

Exam Topics

Description	Date	Time	Location
ORIENTATION TEST			telematic mode

Back Next

Legend:

\* Mandatory Field

In case of temporary or permanent disability, you can ask for an aid, provided for by the legislation, by selecting the item "Yes/No" in the section "Need help with testing (L.104/92 and subsequent amendments)?". In case of help request, you can specify the necessary details, as shown in the image below:



Choice of administrative category and disability aids

Choose your administrative category, valid for the performance of the admission competition to which you are enrolling, and possibly request assistance for disability.

Aid for carrying out tests

Need help with testing (L. 104/92 and subsequent amendments)?

Yes  No

Note for assistance

Text input field for assistance details

Exam Topics

Description	Date	Time	Location
ORIENTATION TEST			telematic mode

Back Next

Legend:

\* Mandatory Field

On the following page, a summary of the data entered is proposed. Make sure they are correct and click on "Confirm and continue".



Confirm your contest entry

Check the information about the choices made in the previous pages.

Evaluation test

Type of degree	Master's degree
Type of course	5 YEAR SINGLE CYCLE DEGREE
Description	Single cycle master's degree course in Law

Valid for

Detail	904 - LAW
--------	-----------

Administrative category and disability aids

Request for assistance for disability	No
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Back Confirm and continue

To complete the procedure, it is necessary to declare the qualifications. To record this information, the system proposes two options:



1. High School Diploma, if you are in possession of a title of both Italian and foreign High School;
2. Foreign qualification if you are in possession of a foreign **university** title.

Then enter the degree by clicking on the button **“Insert”**:

UNIVERSITÀ DEGLI STUDI DEL SANNIO Benevento

Servizi online

Details of qualifications required

To continue, it is necessary to declare the qualifications.

Titoli di Studio Alternativi

In order to continue, it is necessary to complete the integration of qualifications in at least one block. The different options show the types of titles allowed:

- Choose the "Foreign qualification" option if you have a foreign UNIVERSITY qualification;
- Choose the "High School Diploma" option if you have a High School Diploma both ITALIAN and FOREIGN;

Option 1:

Block	Status	Qualification	Notes	Qualification Status	Actions
	<input checked="" type="checkbox"/>	HIGH SCHOOL DIPLOMA		e	Insert

Option 2:

Block	Status	Qualification	Notes	Qualification Status	Actions
	<input checked="" type="checkbox"/>	Foreign Qualification		e	Insert

Back Continue

Legend:

- Completed
- Not completed
- Declared qualification
- Mandatory qualification
- Not mandatory qualification
- Edit the qualification
- View the detail of the qualification
- Delete the qualification

The first information requested concerns the “Nation of Order and Title Achievement”. Once you have chosen, click on **“Continue”**:

UNIVERSITÀ DEGLI STUDI DEL SANNIO Benevento

Servizi online

Details of qualifications required

To continue enrolment in the chosen course of study it is necessary to indicate the country where the qualification was obtained. la Nazione Ordinamento e di Conseguimento Titolo.

Country where the qualification was obtained

High School Diploma:  Italian  Foreign country

Achieved at:  Italian Institute  Foreign Institute

Back Continue

Legend:

- Mandatory Field

On the next page, fill in all fields with information about your high school diploma. Then, click on **“Continue”**.

UNIVERSITÀ DEGLI STUDI DEL SANNIO Benevento

Servizi online

Data of the foreign qualification

Now enter the type of foreign high school diploma, the year of graduation and the grade.

Data of high school diploma

Status of the qualification\*  obtained  not yet obtained

Type of foreign qualification: Select an option...

Qualification (free text description):

Institute:

Year of graduation\*\*:

Grade\*:

Country: AFGHANISTAN

Country system\*: AFGHANISTAN

Back Continue

Legend:

- Mandatory Field





On the next page, the green check and the green light indicate the correct entry of the data relating to the study title. In the "Actions" field, the "Insert" button has been replaced by three icons that will allow you to view, edit or delete the inserted degree.



Details of qualifications required

To continue, it is necessary to declare the qualifications.

Titoli di Studio Alternativi

In order to continue, it is necessary to complete the integration of qualifications in at least one block. The different options show the types of titles allowed:

- Choose the "foreign qualification" option if you have a foreign UNIVERSITY qualification;
- Choose the "High School Diploma" option if you have a High School Diploma both ITALIAN and FOREIGN;

Option 1:

Block	Qualification	Notes	Qualification Status	Actions
✓	HIGH SCHOOL DIPLOMA		●	

Option 2:

Block	Qualification	Notes	Qualification Status	Actions
✓	Foreign Qualification		●	Insert

Back Continue

Legend:

- ✓ Completed
- ✗ Not completed
- Declared qualification
- Mandatory qualification
- Not mandatory qualification
- Edit the qualification
- View the detail of the qualification
- Delete the qualification

Check the details entered, click on "Complete admission to the contest":



Confirm your contest choice

Check the information about the choices made on the previous pages.

**Contest**

Type of degree	Master's degree
Description	Single cycle master's degree course in Law

**Valid for**

Detail	904 - LAW
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**Administrative category and disability aids**

Request for disability assistance	No
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Back [Complete admission to the contest](#)

Please note: If you do NOT complete the entry test registration procedure, you can, even later, return to it and decide whether to complete it definitively or cancel the entire procedure, as shown below:



Pending Process

Pending Process

Description	Info	Status
● Enrollment Evaluation Test: Single cycle master's degree course in Law		

Forward Undo Process

Legend:

- Information
- Working Section
- Completed Section

Cancellation of the process will be possible if and only if you have not completed the registration process. Once completed and confirmed, it will no longer be possible to cancel or modify it.

After confirming the registration, the system shows a summary of the registration for the entry test that has just been carried out:



### Summary of the competition registration

The competition registration process was successfully completed

#### Evaluation test

Description	Single cycle master's degree course in Law
Year	2022/2023
Pre-Registration Number	9

#### Administrative category and disability aids

Request for assistance in carrying out tests	No
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Valid for

Detail	904 - LAW
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Tests

Description	Date	Time	Location	Publication of results	Status	Vote	Note
ORIENTATION TEST			telematic mode	It is not planned to publish a ranking on the WEB	-	-	-

[Home](#) [Payments](#)

**Please note: Unlike TOLC, once the procedure is complete, the system arranges for the payment of the fee due. In fact, for T/TPs, the registration process ends with the payment of the expected taxes. To make the payment of the fee, click on "Payments".**

Clicking on "Payments" will open the following page:



fees

### List of Fees

This page displays the list of fees and their respective amounts.

Charges invoiced

Find

Invoice	Codice INV	Description	Expiry date	Amount	Status	Pagamento PagoPA
744921	000000014637533	Single cycle master's degree course in Law - 5 YEAR SINGLE CYCLE DEGREE - LAW - Tassa concorso di Valutazione Year 2022/2023		20,00 €	unpaid	ENABLED

Legenda:

- unpaid
- pending payment
- paid/paid confirmed
- Enabled the payment with PagoPA
- the PagoPA notice has been printed

No fee found

To make the payment click on the invoice number. On the page that opens, you will see the detail of the invoice and you will have the opportunity to:

- click on the "Pay with PagoPA" button to pay the invoice through the PagoPA service;
- click on "Print Notice for PagoPA" to print out a payment notice that you can submit and pay at all affiliated merchants.



Home > List of Fees > Fees

Invoice Detail

Invoice 744921

Amount	20,00 €
Procedure	PAGAMENTO MEDIANTE NODO



You will be asked to choose the Payment Service Provider (e.g. a bank or other payment institution) and related service offered by this (e.g. debit on current account, credit card, electronic postal order), and then carry out the transaction, through the "Nodo Dei Pagamenti - SPC" managed by the "Agenzia per l'Italia Digitale". More information at the link: [www.agid.gov.it](http://www.agid.gov.it)

Tasse

Year	Instament	Item	Amount
Tasse concorso di Valutazione			
2022/2023	Rata unica	Ammissione	20,00 €

Pay with PagoPA Print notice for PagoPA

For more information on payments, you can consult the specific guide **"How to pay taxes with PA Pago"** that you can find by linking to the following link:

<https://www.unisannio.it/index.php/it/studente/futuro-studente/info>

By clicking on **"Home"**, you can view the list of competitions you are enrolled in, and have the opportunity to register for a new competition.



## 1.3 Enrolment for admission tests

### ADMISSION TEST Registration guide

To register for the admission tests, access the Esse3 portal at the following address: <https://unisannio.esse3.cineca.it/Home.do>  
Choose the item "Secretariat", "Enrollment in limited number courses".

Select the type (three-year, master's, single-cycle master's) to which you want to access and then the degree course you prefer.

In the next step, you will be asked to choose the administrative category (eg. Italian or foreign contingent), valid for taking the entrance test. In case of temporary or permanent disability, you can ask for help, required by law, by selecting the item "Yes / No" in the relevant section.

To complete the procedure, it is necessary to declare the academic qualifications (Italian or foreign High School qualification) by selecting the Higher Institute where you got it. You can help you choose the institution by entering municipality and province in the filters.

Finally, check the details entered and click on "Complete admission to the contest".

In case that you do NOT have to complete the registration procedure for the entrance test, you can, even at a later time, return to it and decide whether to complete it definitively or cancel the entire procedure

**NB: Unlike the TOLC, once the procedure is completed, the system prepares the payment of the tax due. In fact, for the admission tests, the registration process ends with the payment of the required fees. To pay the fee, click on "Payments". By clicking, however, on "Home competitions", you can view the list of competitions to which you are registered, and have the opportunity to register for a new competition.**



Entrance tests for limited **number courses** are **admission tests** that, based on the criteria set out in the call for participation (e.g., final score obtained), allow candidates to be admitted to the study courses on which they are defined.

In general, the number of places available for limited number courses can be defined at national level, as for the master’s degree course in “Medicine and Surgery”, or by the Athene, based on its own Teaching Regulations.

In the following paragraph we will analyze specifically the steps related to the registration to the admission test for the CDL “Food technologies for confectionery production”, present in the University’s training offer.

After clicking on “**Registrar’s Office**” of the menu on the right, to start the registration procedure click on the menu item “**Admission test**”

Servizi online

Registered Users Area - Welcome JOHN DOE

Personal Data Hide details

Photo

Name Family Name JOHN DOE

Permanent address Park Avenue, 100  
MANHATTAN  
tel: 1234567890 edit

Current address Park Avenue, 100  
MANHATTAN  
tel: 1234567890 edit

Registrar's Office

- Admission test
- Evaluation test
- State Exams
- Enrollment
- Payments
- Invalidity Declaration
- Identification document

The start page proposes a summary of the sections that make up the registration procedure:

Servizi online

Contest registration

Through the following pages it will be possible to register for an admission competition.

Activity	Section	Info	Status
A - Choice of contest:	Choice of course type		
	Choice of course of study		
	Choice of contest		
	Confirm		
	Confirm		
B - Confirm registration for the competition	Preferences		
	Preference for the course of study		
	Location preferences		
	Language preferences		
	Scholarship preferences		
	Choice of administrative category and disability aids		
	Choice of type of disability aid		
	Choice of compensatory measures		
Confirm			
C - Access certificates	Details of access certificates		
	Summary of attachments to the Italian university degree		
	Summary of attachments to the foreign university degree		
D - Declaration of any evaluation titles	Details of titles and documents for the evaluation		
	Confirm		
	Confirm		
E - Closing process	Explicit confirmation		
	Confirm		

Legend:

- Information
- Working Section
- Locked Section
- Completed Section

Control registration



Click on **“Contest Registration”** to continue, starting with the choice of the type of course you want to access. Once you have chosen, click on **“Next”**:

The screenshot shows the 'Choice of degree course' form on the University of Studi del Sannio website. The header includes the university logo and 'SERVIZI ONLINE'. The form title is 'Choice of degree course' with the instruction 'Select the type of course you wish to access.' Below this, there is a section 'Choice of degree course' with three radio button options: 'Post Reform\*' (selected), 'DEGREE', and 'MASTER'. At the bottom left are 'Back' and 'Next' buttons. On the right, a legend indicates that a red asterisk (\*) denotes a 'Mandatory Field' and a grey box icon denotes a 'Checklist'.

Choose the course to which you want to access:

The screenshot shows the 'Course of study' form. The header is identical to the previous form. The title is 'Course of study' with the instruction 'Select the course of study you intend to access.' Below this, there is a section 'Choice of the course of study' with a single radio button option: 'Course of study\*' (selected) and 'FOOD TECHNOLOGIES FOR CONFECTIONERY PRODUCTIONS'. At the bottom left are 'Back' and 'Next' buttons. The legend on the right is also present.

Select, then, on the next page, the competition you are interested in enrolling in. The **“Detail”** section of each competition shows you the list of courses to which the entrance test will allow registration.

The screenshot shows the 'Contests List' form. The header is identical to the previous forms. The title is 'Contests List' with the instruction 'Select the contest you wish to enter.' Below this, there is a section 'Choice of the contest' with a single radio button option: 'Contest\*' (selected) and 'Bachelor in Food Technology for Confectionery Production from 24/06/2022 12:00 to 24/08/2023 12:00'. Below this is a 'Close-up' section showing the text '177 - FOOD TECHNOLOGIES FOR CONFECTIONERY PRODUCTIONS'. At the bottom left are 'Back' and 'Next' buttons. The legend on the right is also present.

You can view the general information and tests planned for each Degree Course by clicking on its name, as shown below:



FOOD TECHNOLOGIES FOR CONFECTIONERY PRODUCTIONS

Detail of the contests

Bachelor in Food Technology for Confectionery Production

General Information

Academic year	2022/2023
Type of contest	di Ammissione
Mode	Single test
Total contest places	25
Total subscribers	1
Registration fee	0€
Registration date	from 24/06/2022 12:00 to 24/08/2023 12:00 (at the student office) from 24/06/2022 12:00 to 24/08/2023 12:00 (from the web)

Planned tests

Description	Type	Publication of results
aptitude test		It is not planned to publish a ranking on the WEB

Rankings detail

Detail	Places	Requests	Ranking publication date
177 - FOOD TECHNOLOGIES FOR CONFECTIONERY PRODUCTIONS	25	1	It is not planned to publish a ranking on the WEB

Continue

By clicking on the "Continue" button, you will return to the selection page of the competition and choosing "Next" you can proceed to the next step:



Contests List

Select the contest you wish to enter.

Choice of the contest:

Contest\*  Bachelor in Food Technology for Confectionery Production from 24/06/2022 12:00 to 24/08/2023 12:00

Close-up

177 - FOOD TECHNOLOGIES FOR CONFECTIONERY PRODUCTIONS

Back Next

Legend:

Mandatory Field

Checklist

On the following page, if the proposed information is correct, click on "Confirm and continue", otherwise click on "Back":



confirms the choice of the competition

Check the information about the choices made in the previous pages.

Contest

Type of qualification	FIRST LEVEL DEGREE
Type of course	DEGREE
Description	Bachelor in Food Technology for Confectionery Production

Back Confirm and Continue

In the next phase, you will be asked to choose the administrative category valid for the conduct of the entrance test to which you are writing.

Once done, click on "Next" to continue.



Choice of administrative category and disability aids

Choose your administrative category, valid for the performance of the admission competition to which you are enrolling, and possibly request assistance for disability.

Administrative category dropdown menu

Need help with testing (L. 104/92 and subsequent amendments?) radio buttons: Yes, No

Exam Topics

Description	Type	Date	Time	Location
aptitude test				Via Calandra

Back Next buttons

Legend:

- Mandatory Field
- Checklist

In case of temporary or permanent disability, you can ask for an aid, provided for by the legislation, by selecting the item "Yes/No" in the section "I request aid for the conduct of the test (L.104/92 and subsequent amendments)". In case of help request, you can specify the necessary details, as shown in the image below:



Choice of administrative category and disability aids

Choose your administrative category, valid for the performance of the admission competition to which you are enrolling, and possibly request assistance for disability.

Administrative category dropdown menu

Aid for carrying out tests

Need help with testing (L. 104/92 and subsequent amendments?)

Yes  No

Type of disability dropdown menu

Percentage of disability input field (the percentage must be between 0 and 100)

Note for assistance text area

Exam Topics

Description	Type	Date	Time	Location
aptitude test				Via Calandra

Back Next buttons

Legend:

- Mandatory Field
- Checklist

On the following page, make sure that all data entered is correct, and click on "Confirm and continue":



Confirm your contest entry

Check the information about the choices made in the previous pages.

Evaluation test	
Type of degree	FIRST LEVEL DEGREE
Type of course	DEGREE
Description	Bachelor in Food Technology for Confectionery Production

Administrative category and disability aids	
Administrative category	Category without reserved seats
Request for assistance for disability	No

Back Confirm and continue buttons

Check the data entered and click on "Complete admission to the competition":





Confirm your contest choice

Verificare le informazioni relative alle scelte effettuate nelle pagine precedenti.

Contest

Type of degree	FIRST LEVEL DEGREE
Description	Bachelor in Food Technology for Confectionery Production

Administrative category and disability aids

Categoria amministrativa	Category without reserved seats
Request for disability assistance	No

Back Complete admission to the contest

**Please note: If you do not complete the entry test registration procedure, you can, even later, return to it and decide whether to complete it definitively or cancel the entire procedure, as shown below:**



Pending Process

Pending Process

Description	Info	Status
Contest registration		

Forward Undo Process

- Legend:
- Information
  - Working Section
  - Completed Section

**Cancellation of the process will be possible if and only if you have not completed the registration process. Once completed and confirmed, it will no longer be possible to cancel or modify it.**

Once the procedure is complete, you will be shown the page containing a summary.



### Summary of the competition registration

The competition registration process was successfully completed

#### Concorso di ammissione

Description	Bachelor in Food Technology for Confectionery Production
Year	2022/2023
Pre-Registration Number	2

#### Administrative category and disability aids

Administrative category	Category without reserved seats
Request for assistance in carrying out tests	No

#### Valid for

Detail	Admission deadline	Pre-enrollment deadline
177 - FOOD TECHNOLOGIES FOR CONFECTIONERY PRODUCTIONS		

#### TESTS

Description	Type	Date	Time	Location	Publication of results	Subjects	Status	Vote	Note
aptitude test				Via Calandra	It is not planned to publish a ranking on the WEB		-	-	-

#### Evaluation titles

No document and/or titles has been included.

[Home](#) [Print application for admission](#) [Payments](#)

If you click on **“Home”**, you will be able to view the list of competitions you are enrolled in and can register for a new contest.

Also, on the same page you can save and eventually print a summary report of your registration by clicking on **“Print application for admission”**.

Clicking on **“Payments”** will open a new page where you can manage your payments.

For more information on payments, you can consult the specific guide **“How to pay taxes with PA Pago”** that you can find by linking to the following link:

<https://www.unisannio.it/index.php/it/studente/futuro-studente/info>