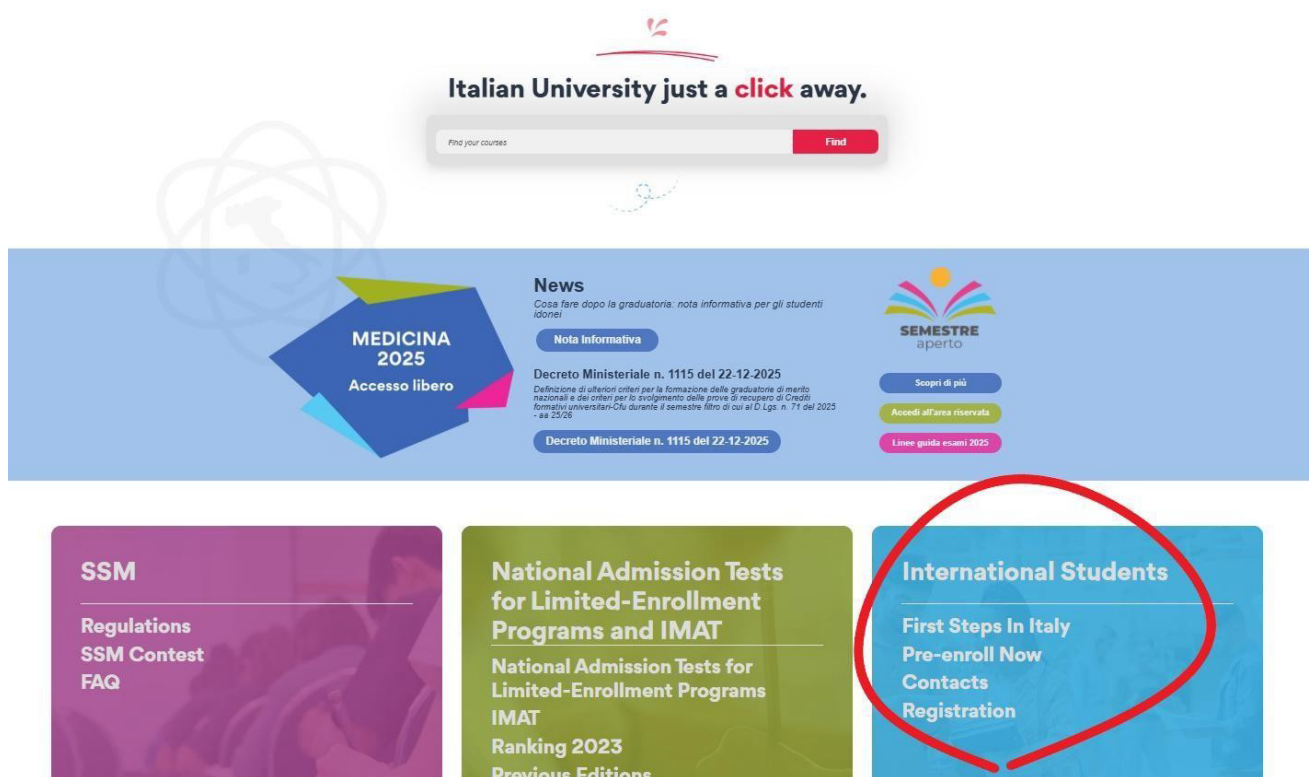


# Guide to the Pre-Enrolment Application for the Master's Degree in *Electronics Engineering for Automation and Sensing* – University Portal

## PART 1: Registration

- Go to the [UNIVERSITALY portal](#) and click on **Registration** in the blue box entitled “International Students”.



1. For Identity document, please select **PASSPORT**. If you do not have a valid passport at this stage, you can select another document. However, please make sure to apply for a new one as soon as possible since the pre-enrolment application cannot be submitted if you do not have a valid passport.
2. You will receive an email from [account-universitaly@ Cineca.it](mailto:account-universitaly@ Cineca.it) at the email address provided during the registration phase to complete your registration.

## PART 2: Pre-enrolment

Click on **Pre-enroll Now** in the blue box called “International Students”

After on Pre-enrolment application -> New pre-enrolment application

The screenshot shows the 'AREA RISERVATA STUDENTI' (Students' Reserved Area) of the University of Italy portal. On the left, there are three main sections: 'PERSONAL DATA' with a link 'Your personal data', 'EXTRA-EU CITIZEN: PRE-ENROLMENT FOR ITALY' with a red circle around the text 'Pre-enrolment application' and a red arrow pointing to the right, and 'SSM - SCUOLE DI SPECIALIZZAZIONE' with a link 'Accedi alla domanda SSM 2025'. On the right, there is a green button labeled 'New pre-enrolment application' which is also circled in red. Below this button, there is text about the academic year 2025/2026 and a link 'Contact your Institution'. At the bottom right, there is a link 'Technical support' and an 'FAQ' link with a date 'aggiornato al 23/03/2022'.

This second part of the process is divided into three steps:

### STEP A

- Choose the **academic year** in which you wish to enroll.
- Enter your **personal data, home address, and personal contacts**.

### STEP B

- Upload to the portal:
  1. a passport-sized **picture** of your face
  2. a copy of your **valid passport**
  3. a copy of your **Bachelor's diploma**
  4. a copy of an **academic transcript** with the indication of all attended classes and final mark (**CGPA or equivalent**)
  5. a **certification of English language proficiency**
- Indicate the **Italian Embassy or Consulate** where you plan to apply for the study visa. Specify the **reason** for the visa application by selecting "I want to enroll in a

study course".

- For **Course Information** and **Course Curriculum** select as indicated here below:
  - Institution: Università
  - Institution name: Università degli Studi del SANNIO di BENEVENTO
  - Course type: Laurea Magistrale
  - English Language
  - Course Name: ELECTRONICS ENGINEERING FOR AUTOMATION AND SENSING
  - Course Curriculum: None
  - Course location: leave blank
  - ID account at the chosen University: leave blank

### STEP C

- This section (**Qualifications**) can be **left blank**.
- Click on **SUMMARY**, verify that your pre-enrolment application is complete, tick the box "I have read the data processing" and proceed by clicking on **Apply** for pre-enrolment.

## PART 3: Next Steps after Completing Your Pre-Enrolment Application

1. You will receive an email from [no-reply@cenea.it](mailto:no-reply@cenea.it) confirming that your application was sent to Università degli Studi del SANNIO. UNISANNIO will review your pre-enrolment application. Note that this process may take a few days.
2. If your pre-enrolment application is not complete, you will receive an email from [no-reply@cenea.it](mailto:no-reply@cenea.it) with the specific request of the missing document/information.  
If your pre-enrolment application is complete, UNISANNIO will forward it to the consulate you are planning to request your study VISA.
3. You will receive an email from [no-reply@cenea.it](mailto:no-reply@cenea.it) confirming that your pre-enrolment application has been sent to the appropriate embassy or consulate. Note that the email text is first in Italian and then in English, make sure you read until the end of the email.
4. Click on the link in the email to access your personal login area and download and print the summary of the "university pre-enrolment application".

5. Once you are logged in, you will be taken back to the home page. You will see your name and an arrow on the top right-hand corner. Open the arrow and click on “Reserved area” of the home page.
6. Click on your pre-enrolment application and go through all the steps until the final page (SUMMARY), where you will find a green button allowing you to download and print the application.