PhD Enrolment Guidelines - XLII cycle 2026-2027

In order to formalize your enrolment, you must follow the procedure outlined below:
1. Access the ESSE3 platform of Campus Bio-Medico di Roma University to register and complete the required information;
2. After entering the personal data, the system will send the login credentials to the email address you provided in the application for admission to the selection procedure;
3. Successful candidates can the log in by clicking on the menu in the top right corner of the page. A login window will appear where credentials can be entered.
4. After logging in, proceed with pre-enrolment by entering the required data.
5. Select between two payment modalities:

- **1 option:** immediate payment throughout pagoPA (you will be redirected to the online PagoPA payment section to pay instantly);
- **2 option:** deferred payment by downloading and printing a PDF payment notice.

In accordance with the provisions of the Call for Applications, successful candidates awarded a scholarship, successful candidates who are employees of companies, institutions or research centres engaged in highly qualified activities (Industrial PhD) and the successful candidates for positions under Higher Education and Research Apprenticeships shall pay a total amount of €340.00, consisting of a €200.00 enrolment fee and a €140.00 regional tax for the right to university education. Successful candidates admitted to a position without a scholarship shall pay only the regional tax for the right to university education, amounting to €140.00.

Ease note that, in order to finalize enrolment, the aforementioned fee must be paid **no later than 11:59 p.m. Italian time on October 12, 2026**. Furthermore, by this date, interested parties must send the following documentation to the email address dottoratidiricerca@unicampus.it :

- Payment receipt
- Copy of identification document and tax code
- Doctoral student personal data sheet (only for scholarship recipients)
- Privacy notice
- Appointment as authorized person for data processing
- Enrolment form (for scholarship and non-scholarship students) duly completed affixed with a **€16.00 revenue stamp.**

Important: Payment of the aforementioned fee by 11:59 PM (Italian time) on October 12, 2026, is essential to complete your enrolment.

Additional Requirements for International Students
Successful candidates who require a visa to reside in Italy must also comply with the guidelines published annually by the Italian Ministry of Education, University, and Research, available at: https://www.universitaly.it/studenti-stranieri .
Upon arrival in Italy, you must promptly email doctoratidiricerca@unicampus.it with :

- A copy of your **valid residence permit**. If you do not yet have one, you must apply within **8 days of your arrival in Italy**, following the procedure on the Italian State Police website;
- A copy of your **Italian tax code (codice fiscale)**, issued by the Italian Revenue Agency. If you don't have one yet, please request it by following the instructions on the Revenue Agency website.

Applicants who, at the time of PhD enrolment, are already enrolled in a 1st or 2nd level master's course must send the **favourable opinion of the Master's Academic Board** to dottoratidiricerca@unicampus.it **no later than 11:59 p.m. Italian time on October 26, 2026**.This opinion must confirm that it is possible to acquire the knowledge and skills required to achieve the educational objectives of both programs.

Applicants who do not complete the enrolment process within the set deadline will be considered as having **renounced** their admission.
For this purpose, the list of eligible candidates entitled to enrol will be published on the University's website. Any vacant positions will be offered to the next eligible candidates on the ranking list, as indicated in the relevant notice published on the University's website.
Vacant positions, will be offered to the next candidates on the ranking list, as published on the University's web page.
Please note: No individual notifications will be sent regarding enrolment deadlines.
Candidates must adhere strictly to the given deadlines. Failure to respond or comply with the procedures will be interpreted as **withdrawal** from the PhD program.
In the case of a candidate being placed in multiple rankings, only one **position may be accepted**, and the candidate must make a definitive choice.