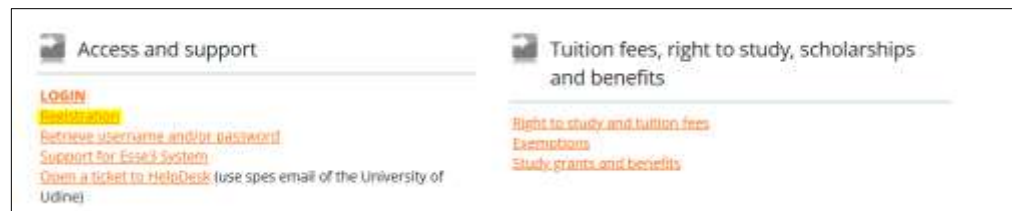


1. HOW TO REGISTER

1. Connect to the following link <https://uniud.esse3.cineca.it/Home.do>. Click on the “hamburger” icon at the top right if you want to select English language and then select “Registration”. Who is already registered on the website of the University of Udine must skip this step and proceed with the enrollment (see “How to enroll to the competition” tutorial).



2. Select "Web Registration" at the bottom of the page to proceed with the registration.

Web Registration

In order to enroll in a course and to apply for a competition, it is necessary first to register on this web-site. The user name assigned at the end of the registration and the chosen password during the process will allow you to submit the application and to access to the services.

If you were a student at the University of Udine or if you have already done the registration, you can use your username and password to [Login](#).

For any system access problem, send a message filling [this form](#).

Before proceeding, we invite you to read the statement concerning the processing personal data pursuant the art. 13 of the Regulation (EU) 679/2016 (GDPR) [read](#).

During the registration you should provide the following information: personal data, residence or domicile address, delivery details (email, mobile number).

Activity	Section	Info	Status
A - Web Registration			
	Italian Tax identification Number		
	Personal Data		
	Permanent Address		
	Domicile Address		
	Contacts		
	Bank Details		
	Password Choice		
	User Registration Summary		
	Credentials Summary		

Legend:

- Information
- Working or Open Section
- Locked Section, it will start following the completion of the other sections
- Completed Section

[Web Registration](#)

3. Enter your Tax Identification Number. If you are a foreign student and you don't have a Tax Identification Number, select "Foreign student without an Italian Tax Identification Number"

Tax Identification Number

Enter your Tax Identification Number and select "Next"


Tax Identification Number

Tax Identification Number*

Foreign student without an Italian Tax Identification Number I declare to be a foreign student without an Italian Tax Identification Number

[Back](#) [Next](#)

4. Enter the required personal data (for foreign applicants the Tax Identification Number is automatically generated when the button "Next" is selected)

**UNIVERSITÀ
DEGLI STUDI
DI UDINE**

Home UniusIt HelpDesk di Edo3

Registration: Personal data

In this web form you can enter or change your personal data and your place of birth

Personal data

Name*

Surname*

Date of birth* 30/09/1972

(dd/mm/yyyy)

Gender* Male Female

Nationality* UNITED STATES

Country* United States

City not listed* Los Angeles

Fiscal code*

(Fiscal code automatically generated)

Warning: The fiscal code is automatically generated.

[Back](#) [Next](#)

5. Enter the information about your Permanent address (it is mandatory to insert the starting date validity of the permanent address).

Registration: Permanent address

In this web page you can enter or change your permanent address.

Permanent address

Country* United States

Town/City* Los Angeles

Postal Code

only in Italy

Locality

Address* [REDACTED]

(street, square, mall)

Street no.* [REDACTED]

Starting date validity* 01/01/2018

(dd/mm/yyyy)

Telephone 0000000000

Does the domicile address coincide with the permanent address?* Y N

Back Next

If the permanent address does not coincide with domicile address, please enter information about your Domicile address (it is mandatory to insert the starting date validity of the domicile address).

Registration: Domicile address

In this web page you can enter or change your domicile address.

Domicile address

C/o

Country* Italy

Province* Udine

if in Italy

Town/City* [REDACTED]

Postal Code* [REDACTED]

only in Italy

Locality

Address* [REDACTED]

(street, square, road)

Street no.* [REDACTED]

Starting date validity* 01/01/2000

(dd/mm/yyyy)

Telephone 0000000000

Back Next

6. Enter the information about your Delivery address, email and mobile.

Registration: Delivery details

Enter on this page a valid and regularly use email address.

Delivery address

Delivery address* Permanent address Domicile address

Email*
(verify the e-mail is correctly written)

International dialling code

International dialling code*
if you cannot find your international area code you can write it here (e.g.: for US insert +140)

Mobile*
Write max 14 characters (ex: 34867670710)

7. We suggest you to select "Not specified" in the field about your bank account details.

Registration: Bank Account Details (Refunds)

In this web page you can enter or change your bank account details.
The student must necessarily be the account holder or account co-holder.

Bank Account Details (Refunds)

Payment methods*

8. You have to create a personal password following the requirements.

Registration: Password choice

In this web page you can create your personal password.

All the spaces left at the beginning and at the end of the password will be deleted.

WARNING: the password should comply with the following requirements:

- there must be at least 8 characters
- there must be at least 1 characters of the set A-Za-z
- there must be at least 1 characters of the set 0-9
- there must be no more than 20 characters
- there must be no more than 0 characters of the set !@#&

Password choice

Password*

Confirm password*

9. Once all the data have been entered a summary will appear. You can revise data selecting "Edit Personal Data". Please check the data and click "confirm" (at the bottom of the page) to complete the registration.

Registration: Registration Summary

This page shows a summary of your personal data reported in the previous pages.

Personal Data

Name	[REDACTED]
Surname	[REDACTED]
Gender	Male
Date of birth	30/09/1972
Nationality	UNITED STATES
Country of birth	United States
The Town/City entered was not found among those listed.	Los Angeles
Fiscal code	[REDACTED]

[Edit Personal Data](#) Use the link to edit Personal Data

Permanent address

Country	United States
Town/City not listed	Los Angeles
Postal code	
Suburb	
Address	[REDACTED]
Street no.	[REDACTED]
Phone number	0000000000

Does the domicile address coincide with the permanent address? No

[Edit Permanent Address](#) Use the link to edit Permanent Address

Domicile address

Domicile address

Country	Italy
Province	Udine (UD)
Town/City	Udine
Postal code	33100
Suburb	
Address	[REDACTED]
Street no.	[REDACTED]
Phone number	0000000000

C/a

[Edit Domicile address](#) Use the Link to edit Domicile address

Delivery Details

Delivery address	Current address
Email	
Mobile	+39 0000000000

I give my consent at the University to processing of my personal data in accordance with the D. Lgs. 196/2003 Y

[Edit Delivery Details](#) Use the link to edit Delivery Details

Bank Account Details (Refunds)

Refund methods	Not specified
----------------	---------------

[Edit Bank Account Details \(Refunds\)](#) Use the link to edit Bank Account Details (Refund)

Back

10. The registration ended. The system shows your user name and the password you have choose to login.

Registration:Registration completed

All the required information has been entered correctly.
The user assigned to you is shown on this page, but it will be active only after you click on the activation link that the system has sent to the address you have entered on the previous pages and which is shown below

Personal Authorization Details:

Name	[REDACTED]
Surname	[REDACTED]
E-mail	[REDACTED]
Username	[REDACTED]

Confirm the registration and activate your username by clicking on the link you have received with the email

If you noticed that you have entered an incorrect email address and/or after 5 minutes you have not received the email with the activation link, find out more at this link <https://progettose3ill.uniu2.it> and follow the instructions for FUTURE STUDENT.

We recommend you to make a note of the User Name indicated above. User name and password chosen will be essential for future access

The user will receive a communication to the e-mail address entered during registration.

Da: Esse3 - Segreteria Studenti online
Inviato: venerdì 12 febbraio 2021 14:09
A: [REDACTED]
Cc: [REDACTED]
Oggetto: Attivazione utente di accesso - Università degli Studi di Udine

Gentile [REDACTED]
clicca su questo link per confermare la tua registrazione [\[REDACTED\]](#)
Ti ricordo che l'utente per accedere ad Esse3 dopo l'attivazione è [REDACTED]
e la password è quella che hai scelto in fase di registrazione.
Se non ricordi la password, puoi recuperarla utilizzando la voce di menu "Recupero username e/o password" presente nella home page di Esse3.

Questa e-mail è stata generata automaticamente. Si prega di non rispondere a questo messaggio.

Dear [REDACTED]
To confirm your registration, click on the following link:
[\[REDACTED\]](#)
After you register, to login to Esse3 you will use username [REDACTED] and the password you created in the registration process.
If you have forgotten your password, you can retrieve it by clicking on "Retrieve username and/or password" on the Esse3 homepage.

This is an automatically generated email, please do not reply.

You have to select the link to confirm the registration and to activate the user.

ESSE 3 – User Message

User successfully activated

The registration process has been completed successfully and your user is now active.
Now you can [LOGIN](#).