

Prior Assessment for the access to the Master's degree courses with a foreign degree

Registration

ESSE3 homepage https://uniud.esse3.cineca.it/Home.do

From the menu



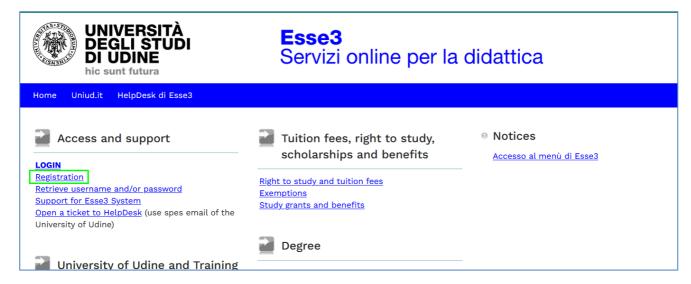
Select English



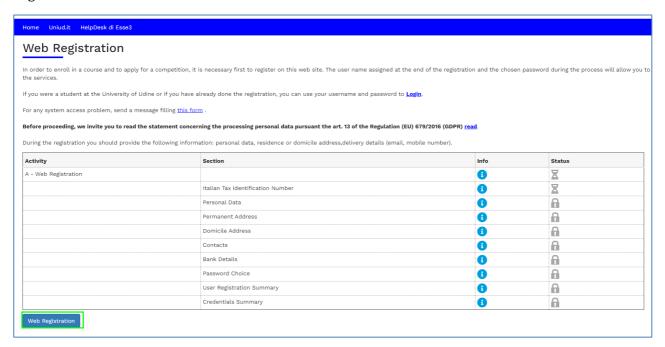




Select Registration



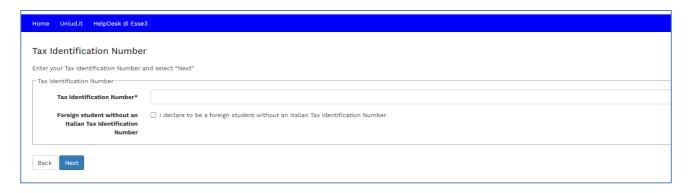
Start Registration



If you have an Italian tax code enter it, otherwise raise the flag and then Next

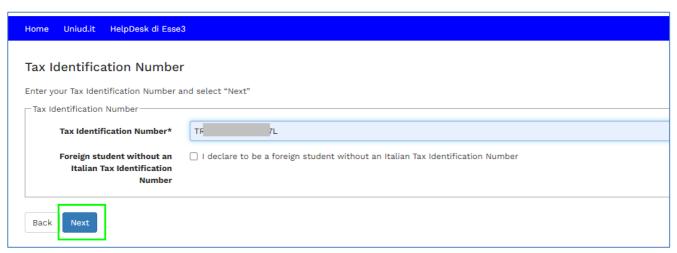




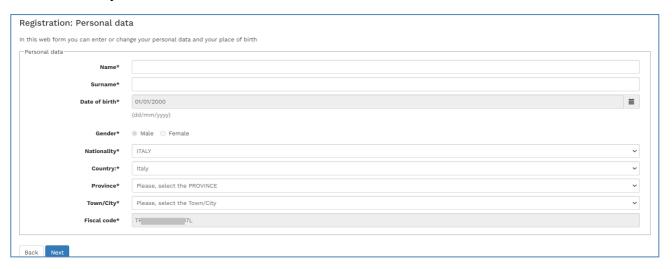


Enter your personal data at the next step.

If you entered a tax code



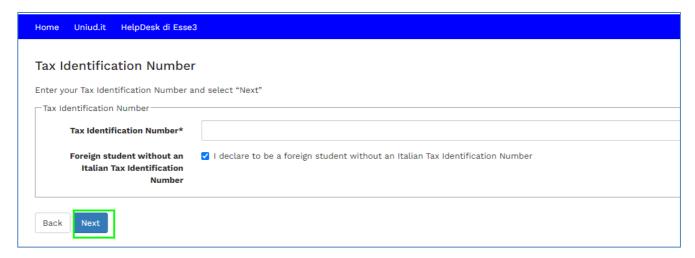
some data are already filled out



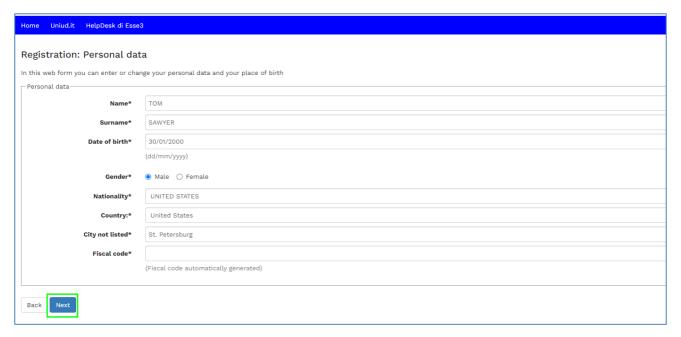
If the flag was lifted







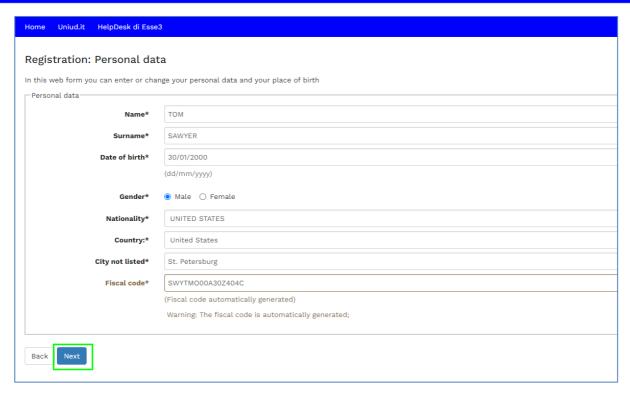
you have to insert all the data and then select Next



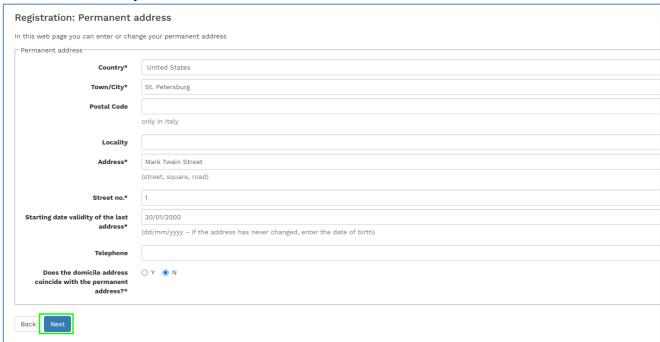
The system will compute the tax code







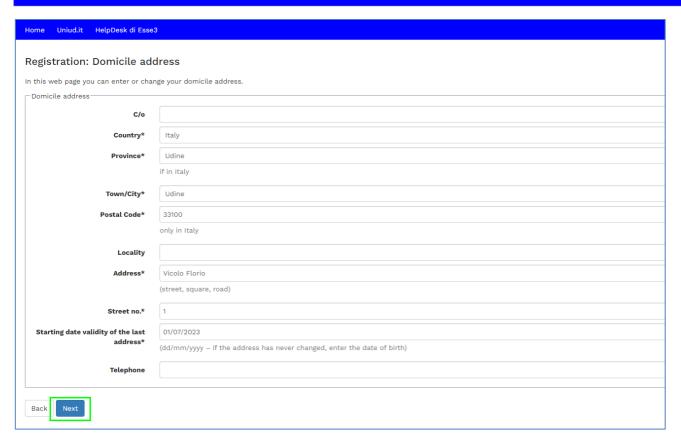
Select Next to insert your contact details



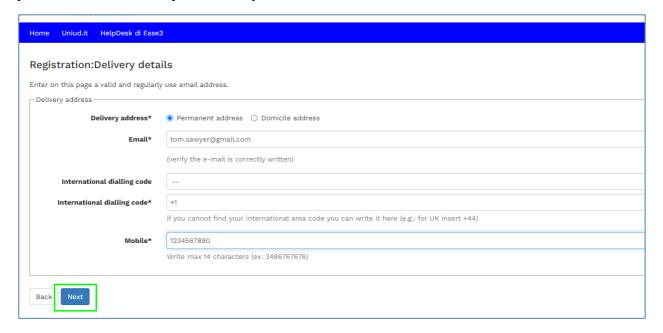
Select Y if the domicile coincides with the residence, otherwise select N and then Next







Insert your e-mail address and your mobile phone number



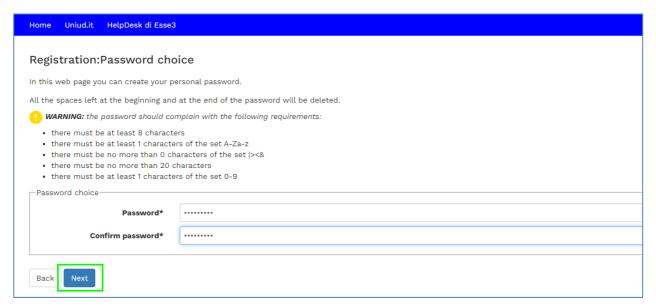
At the next step select "Not specified" as a refund method and then click Next







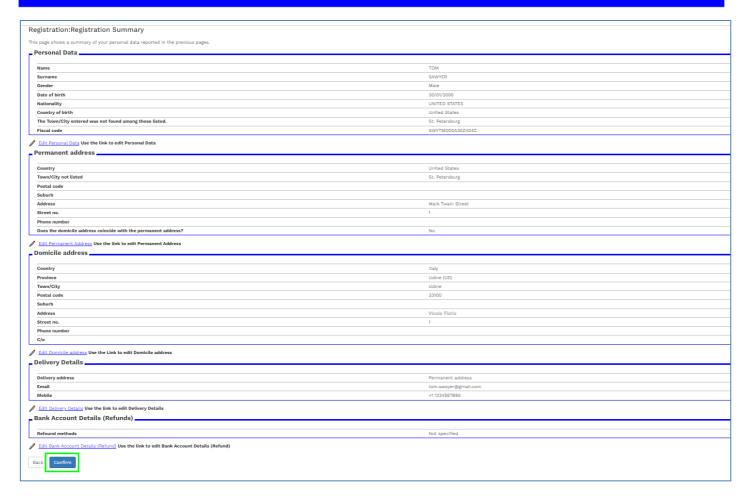
Choose a password for the access to the system and then select Next



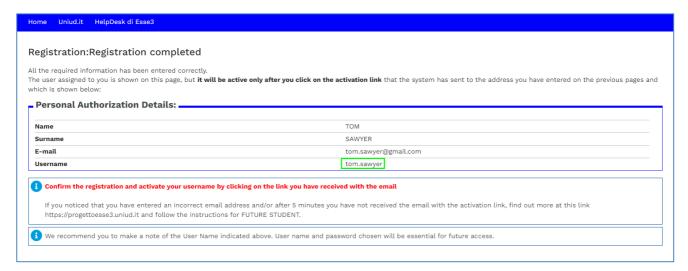
Please check and confirm your master data. Pay special attention to the e-mail you insert because it will be used by the system to send you the user's activation link.







After the confirmation you can see the username that you have to use to log on to the system



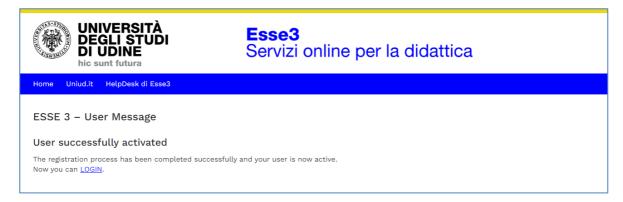
Please wait for the confirmation e-mail with the activation link and then select it







The system opens a page with the confirmation of the link activation



You can log in using the activation page or from the ESSE3 homepage



Login page







Privacy Policy

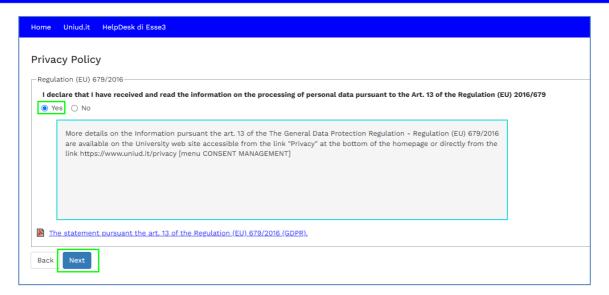
After the Login, the system requires a confirmation of the treatment of personal data



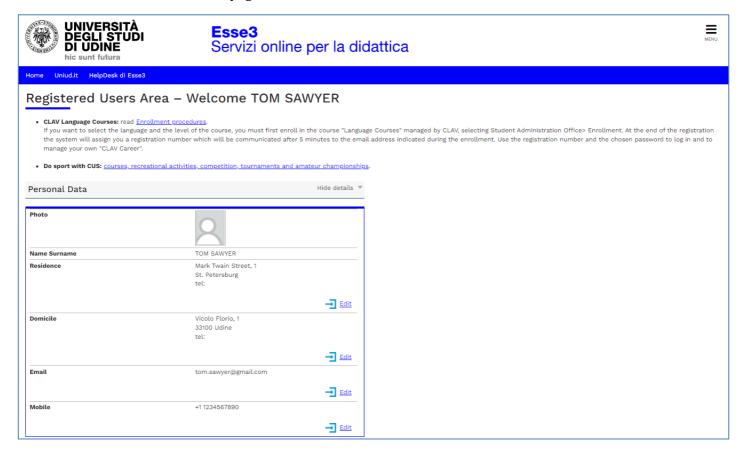
View the document and then click Yes







Click next to view the user's homepage





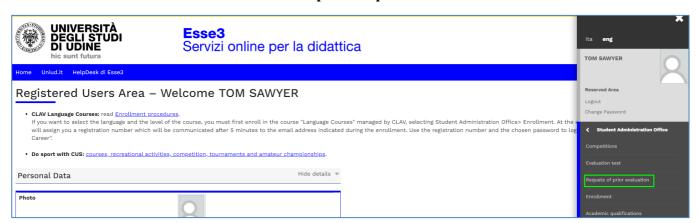


Presentation of the Application for evaluation

1. Log in in Esse3 and select the menu



Then Student Administration Office > Requests of prior Evaluation



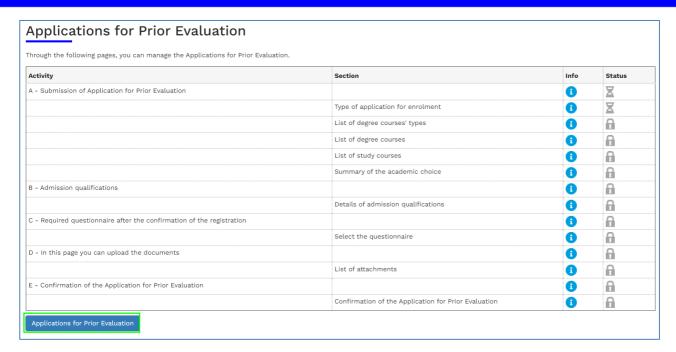
2. Here you can see the List of Applications for Prior Evaluation. Select **New Application from Prior Evaluation** to insert a new Application



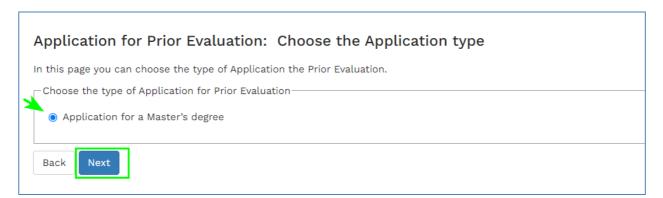
3. Summary page of the beginning process



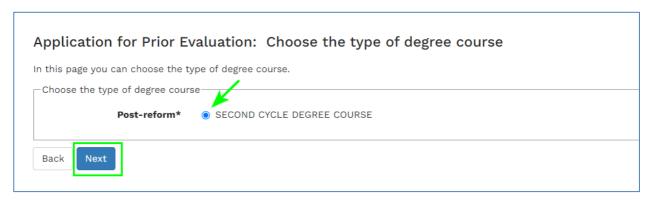




4. Choice of the Application type. Select "Application for a Master's degree" and then Next



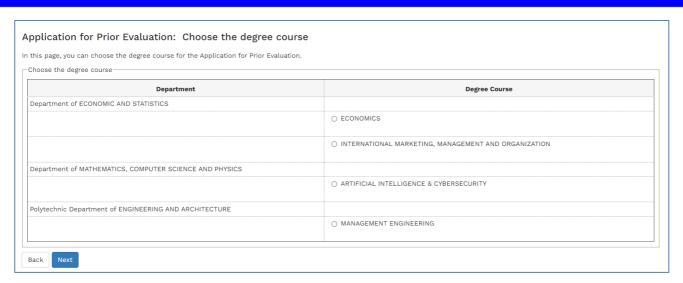
5. Choice of the degree course type. Select "SECOND CYCLE DEGREE COURSE" and then **Next**



6. Choice of the degree course. Select the Degree Course for which you want to submit the Application for Evaluation and then Next.

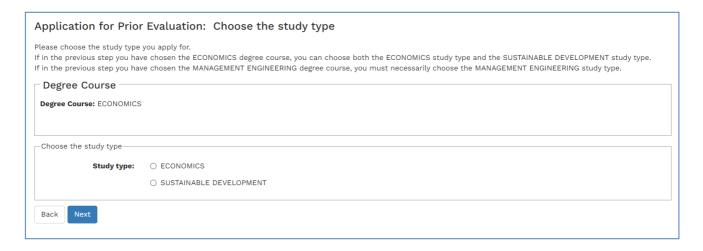






The "INTERNATIONAL MARKETING, MANAGEMENT AND ORGANIZATION" degree course, the "ARTIFICIAL INTELLIGENCE & CYBERSECURITY" degree course and the "INDUSTRIAL ENGINEERING FOR SUSTAINABLE MANUFACTURING" degree course do not provide Curricula, so their choice leads immediately to step 8.

- 7. Choice of the study type.
- 8. For the Degree Course in "ECONOMICS" you can choose one of the following curricula:
 - ECONOMICS
 - SUSTAINABLE DEVELOPMENT

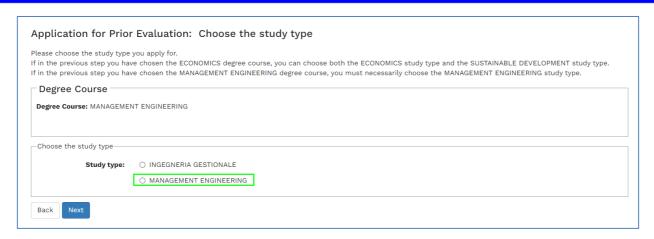


Choose the Curricula and click Next

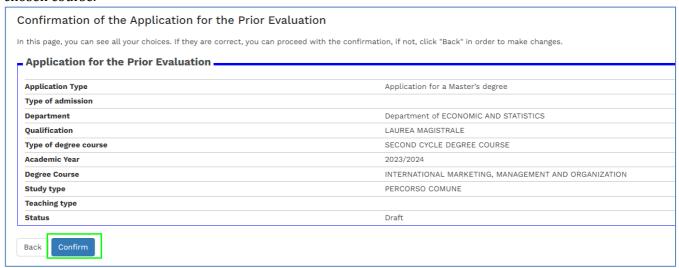
For the "MANAGEMENT ENGINEERING" degree course there are two curricula but you must choose "MANAGEMENT ENGINEERING" and click Next







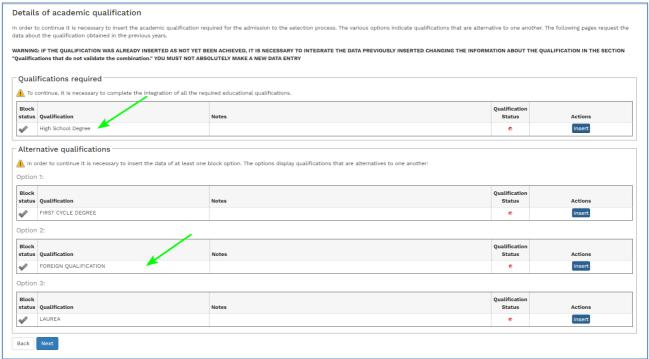
9. Choice's confirmation page. Select **Confirm** to confirm, Back to go back and modify for example the chosen course.



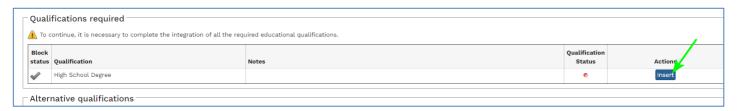




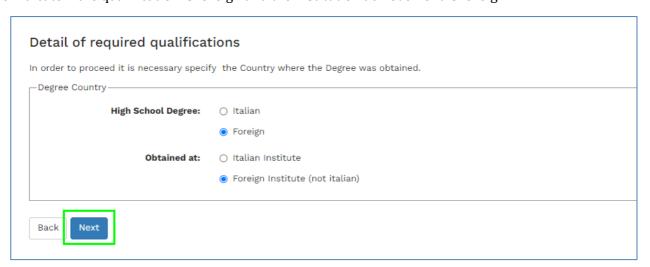
10. Acquired qualifications. You have to specify the High school qualification and foreign university degree.



a. Select **Insert** to insert the High school qualification.



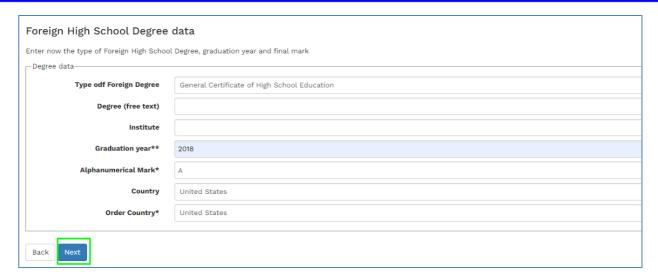
Please indicate if the qualification is foreign and the institution achievement is foreign.



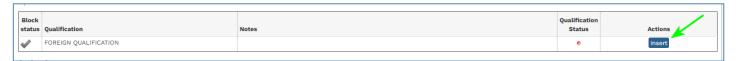
Fill in at least the mandatory data (*)



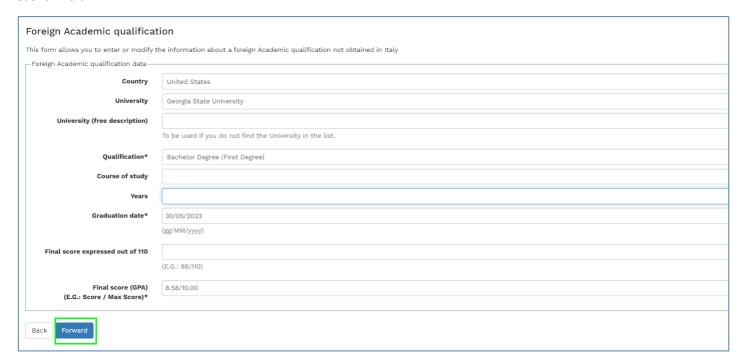




b. Indicate the foreign university degree



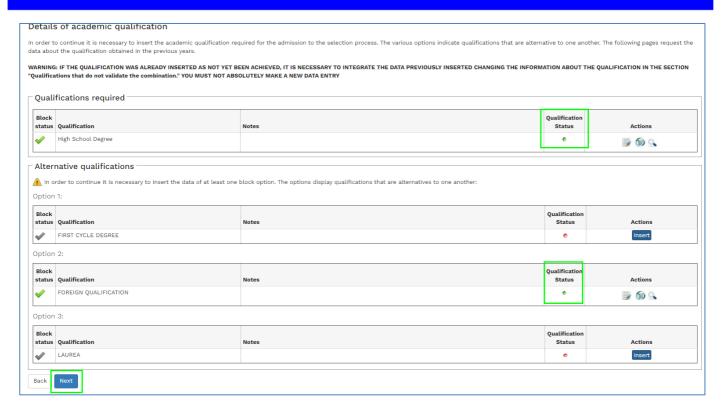
You must enter at least the mandatory data. Enter the grade obtained and its basis or any judgment in the "Final score" field



After the registration of the study qualifications, you can continue.







11. Complete the compulsory assessment



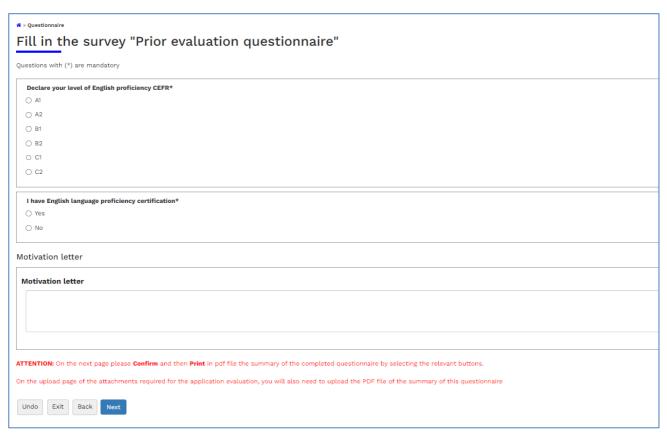
Start the compilation





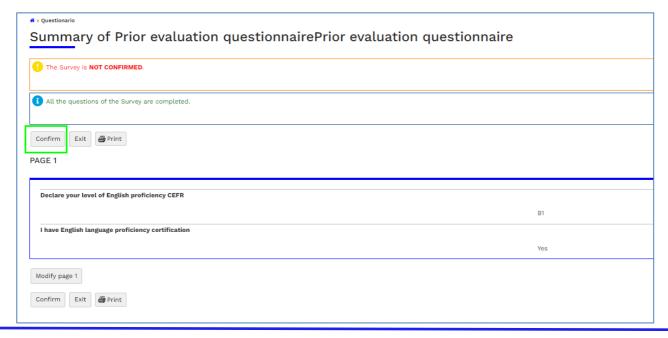


Fill in the questionnaire (questions with * are mandatory)



Once you have completed the questionnaire, select **Next** to view the summary of the provided answers.

If you need to make changes select "Modify page 1" and correct. Once the questionnaire has been confirmed, no changes can be made.

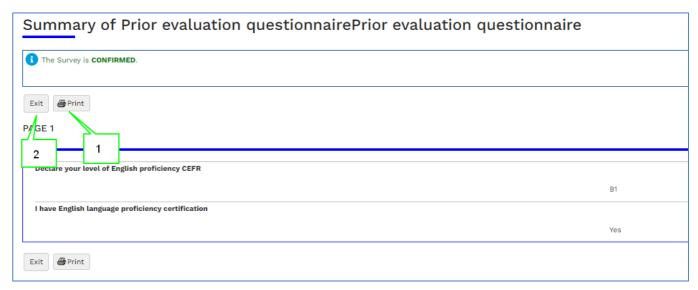






Once you have checked what has been compiled, select **Confirm**.

Once confirmed, first print the questionnaire in PDF by selecting Print and then exit (Exit)



Once the questionnaire has been confirmed and printed you can proceed

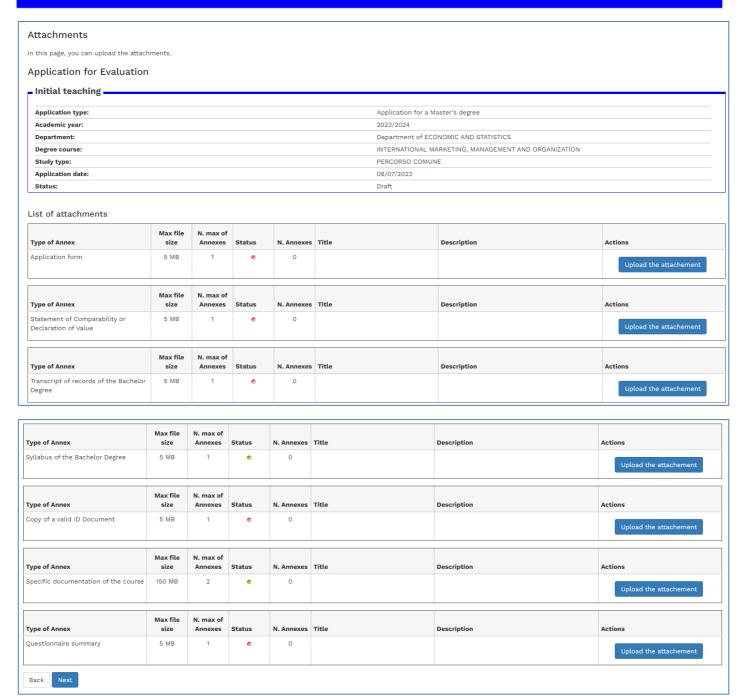


12. Attachment upload page.

Mandatory attachments (red light) and non-mandatory attachments (yellow light) must be inserted if required for the chosen course







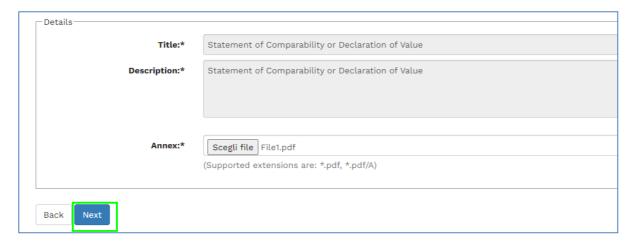
Select "Upload the attachment" to upload an attachment and select the desired file



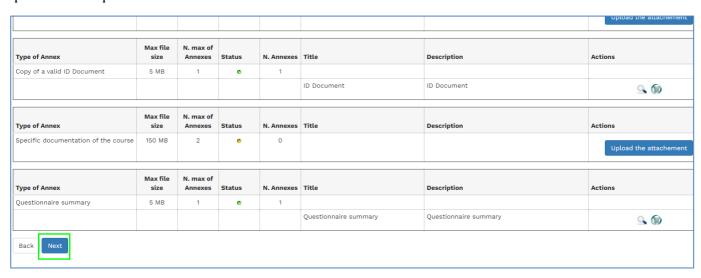




Click Next



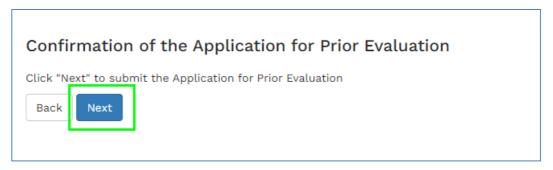
Repeat for all required attachments and then select Next



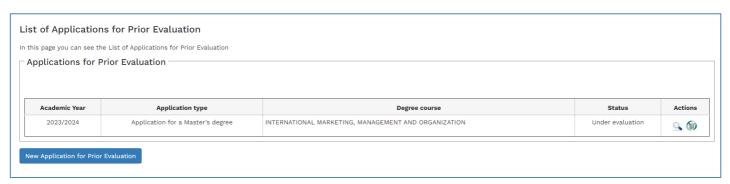
Select Next to confirm and complete the application submission







Summary of the submitted application



The system will send an automatic communication to confirm the presentation to the registered email address.

