

Recognition of qualifications

Foreign students who wish to enroll to the University of Parma are requested to submit an application of academic recognition of their qualifications. This rule also applies to the Italian students holding a qualification/diploma issued by a foreign institution.

According to the Italian Law (art. 2, Law n. 148/2002), the recognition of qualifications is performed by higher education institutions (universities), which exercise their attribution in regard to:

- *access to higher education;*
- *furthering of university studies;*
- *attainment of Italian university qualifications.*

Please, check out thoroughly the competition notice published every year on this website to stay updated on the specific requirements that should be met.

Should you have any doubts, do not hesitate to contact our Student Service Office (medicineandsurgery@unipr.it).

FAQs

What documents should I send for the procedure of academic recognition?

When applying to a degree course at the University of Parma, students holding foreign qualifications are invited to forward to the Student Service Office (medicineandsurgery@unipr.it) the following documents:

- A scanned copy of their **secondary school diploma**, duly legalized and translated into Italian;
- The **Declaration of Value** released by the Italian Embassy/Consulate in their home country.

The Embassy sent me the Declaration of Value. Does it mean that my qualification has been recognized?

The academic recognition is demanded to Universities, which will evaluate all the documents that you will provide (qualifications, translations, declarations of value) according to the law and their internal regulation. The Declaration of Value supports the University's decision, but it cannot replace it and does not imply that your request of recognition will not be rejected.

What is meant for 'legalization' of qualifications?

The legalization is the relevant procedure to certify the authenticity of foreign documents. Depending on the national law and international conventions in force, it can be obtained:

- By means of the Italian Embassy/Consulate, that will appose its **seal/stamp on the qualification**;
- Through the **apostille**, if the country where the document was issued is a Party of the Convention of the Hague of 1961. In this case, the competent body is established by the domestic law

implementing the Convention (for a list of the competent authorities in each State, please click [here](#)).

Under the Convention of Bruxelles (1987), the legalization is not necessary if your qualification has been issued in France, Belgium, Denmark, Ireland, Latvia, Estonia. Similarly, it is not mandatory for qualifications released in Germany (Convention of Rome, 1969).

I already live in Italy and find it troublesome to request the Declaration of Value the Italian Embassy/Consulate in my country. Is there another institution that might be considered for this purpose?

Yes, you can ask for a Statement of comparability to CIMEA. Cimea is an Italian body that supports universities in the academic recognition procedure. You can also apply for a Verification Statement, which is used as evidence of the authenticity of your qualifications.

To do so, you have to register to the Cimea [diplo-me platform](#), where you will be able to upload your documents. Cimea will reply to your request in the next 30 weekdays. If you applied for a Statement of Comparability, you can opt for a urgency procedure (which lasts 15 weekdays at most).

I got an International Bachelor from an IBO Institute. What document should I provide in support?

If the degree is awarded in a school recognized by a decree of the Italian Ministry of Education, the Consulate General of Italy in Geneva must certify, by means of a stamp, that the degree is exempt from legalization according to the Hague Convention.

If, on the other hand, the qualification was obtained at a school that is not recognized by a specific decree of the Ministry of Education, it will be necessary to apply to the I.B.O., which will then ask the Consulate General of Italy in Geneva for the issue of a Certificate of Validity of the Diploma, which is indispensable for the qualification to be valid in Italy.

If my qualification is in English, should I translate it into Italian?

Currently, the University of Parma requests the translation into Italian for every qualification in a foreign language, with no exceptions. Thus, you will be asked to show the translation of your diploma even if it is in English, French, Spanish or German. Please be aware that the translation must be provided, together with the related qualification and the Declaration of Value, at the moment of your pre-enrolment.

To be accepted, the translation has to be apostilled or legalized by the Embassy.

I forgot to translate my qualifications and I am already in Italy. What can I do?

Should you forget to request the translation of your qualifications in your country, you can still do it in Italy through a sworn translation (traduzione giurata).

In this case, the translator will swear the conformity of the translation to the original qualification in front of the local court (that is why the translation is called 'sworn'). Please note that the translator will probably ask you to provide him with a true copy of your diploma (or any other qualification you

might want to be translated), which will be stapled together with the sworn translation issued by the local court.

What is a 'true copy'?

A true copy is a certified copy of a document, released by the competent office, which is proven to be equal to the original. In Italy, true copies can be issued by the Registry office located in the municipalities' buildings.

I already have a degree certificate. Am I still requested to show the Declaration of Value of my Diploma?

Yes, you have to show all the above-mentioned documents even in this case. The qualification that allows you to access the Italian University System, in fact, is the high school diploma, even though your degree certificate might be relevant in case you want to ask for recognition of some exams that you have already taken.