



## **DEGREE DIPLOMA/ PARCHMENT**

The degree parchment is issued at the end of the study programme. Please, check the following link to **verify if your degree parchment is available** for collection:

<https://www.unimore.it/servizistudenti/pergamene.html>

### **HOW TO COLLECT THE DEGREE PARCHMENT**

You can collect your degree parchment **in person or by a delegate**.

Please consult the individual office data sheet for e-mail addresses, reception hours and modalities:

<https://international.unimore.it/regoffices.html>

#### **Direct collection**

All students who graduated within the A.Y. 2018/19 (i.e. by 30 June 2020) must go to the Registrar's Office desk and show their ID card or passport, also providing a €16.00 stamp duty.

All students who graduated as of the A.Y. 2019/20 (starting from 1 July 2020) must go to the Registrar's Office desk and show their ID card or passport. The virtual stamp duty has been paid during the graduation online application.

#### **Collection by a delegated person**

The delegated person must show the proxy form to the Registrar's Office desk

(<https://www.unimore.it/azmoduli/PROXYFORM.pdf>), along with a copy of the ID card or passport of the delegating person and his/her own ID card or passport. Students who graduated within the A.Y. 2018/19 (i.e. by 30 June 2020) must also provide a € 16.00 stamp duty.

## **Postal delivery**

The parchment delivery by mail may also be requested, **in Italy or outside Italy**.

If you want to receive the degree parchment at your home address, please fill in and sign the delivery request form (<https://www.unimore.it/azmoduli/DEGREEPARCHMENTDELIVERYFORM.pdf>) and send it to the Registrar's Office email (<https://international.unimore.it/regoffices.html>), attaching a copy of your ID card or passport.

The Registrar's Office will charge on your esse3 student area the delivery fees (€13 for Italy and a different amount depending on the country of destination of the parchment) and the virtual stamp duty if you graduated within the A.Y. 2018/19 (i.e. by 30 June 2020). Once all fees have been paid, the Registrar's Office will send the degree parchment in the form of a registered letter with acknowledgement of receipt.