Fixed stamp duty applied pursuant to Circular No. 29/E of 1 June 2005 of the Italian Revenue Agency.

The request for and issuance to students of the following documents is subject to the payment of stamp duty at a rate of EUR 16.00 per sheet (defined as comprising 4 pages), paid in virtual form pursuant to Article 3 of the tariff, Part I, of the stamp duty regulation (where no exemption has been established under legislation subsequent to this Circular):

LIST OF DOCUMENTS

1. degree award application;
2. degree / specialisation diploma / doctoral degree / Master programme qualification;
3. professional qualification certificate relating to State Examinations;
4. Rector’s certificate of qualification for teaching;
5. Rector’s certificate of completion of 24 ECTS credits;
6. duplicate copies of the certificates referred to in points 2, 3, 4 and 5;
7. certificate of enrolment in university courses;
8. degree certificate;
9. certificate of teacher training qualifications;
10. provisional certificate in lieu of the professional qualification diploma, standard certificate of qualification relating to the State Examinations, and certificate of successful completion of supplementary examinations for the purposes of registration in the Register of Statutory Auditors;
11. application for enrolment (except for Advanced and Professional Refresher Courses) and application for re-enrolment;
12. application for registration for the State Examinations for professional qualification and for the supplementary examinations required for registration in the Register of Statutory Auditors;
13. application for reinstatement of student status;
14. application for leave of absence to attend another university;
15. application to withdraw from studies;
16. application for a duplicate Student Card
17. application for admission to further education courses (Article 6, Law No. 341/1990) and Master programmes;
18. application for change of degree programme or curriculum;
19. application for academic recognition of foreign qualifications;
20. application for temporary suspension of studies;
21. application for extension of the PhD thesis submission deadline;
22. applications for the issuance of certificates or documents subject to stamp duty;
23. issuance of copies certified as true copies of the original and extracts of any document issued by a public official

For exemptions expressly provided for by law, reference is made to Annex B of Presidential Decree No. 642 of 26 October 1972, entitled ‘Acts, documents and registers absolutely exempt from stamp duty’.