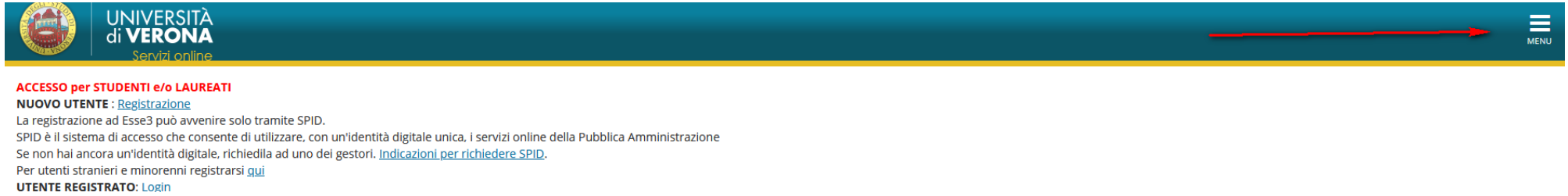
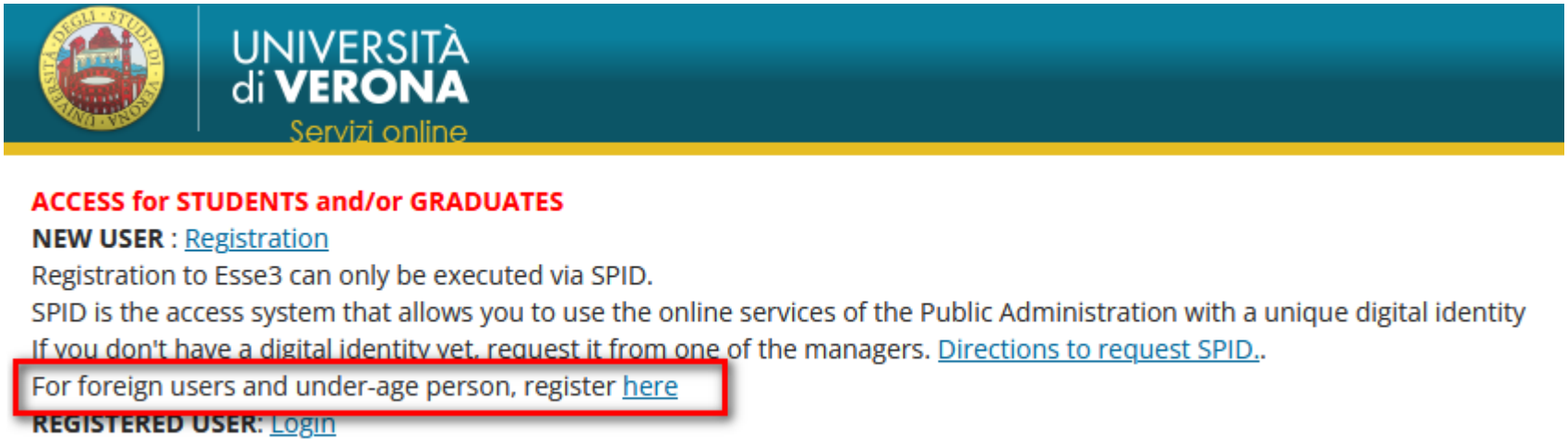
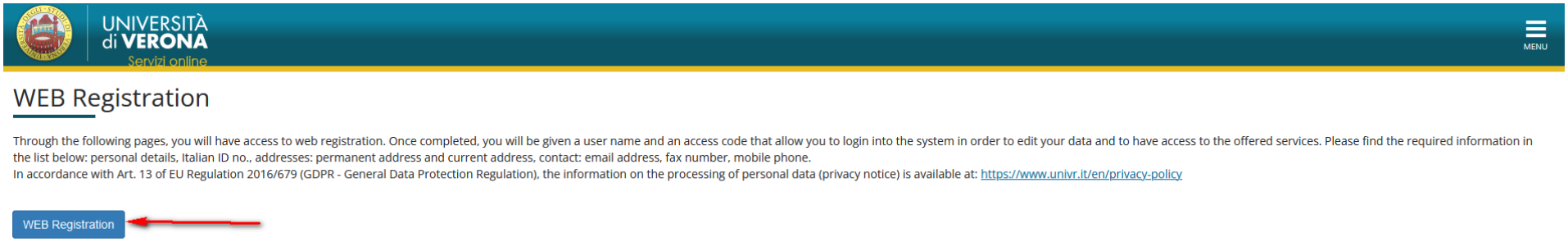
To register on Esse3, the student needs to connect to https://univr.esse3.cineca.it/Home.do
To select English language, click on “Menu“



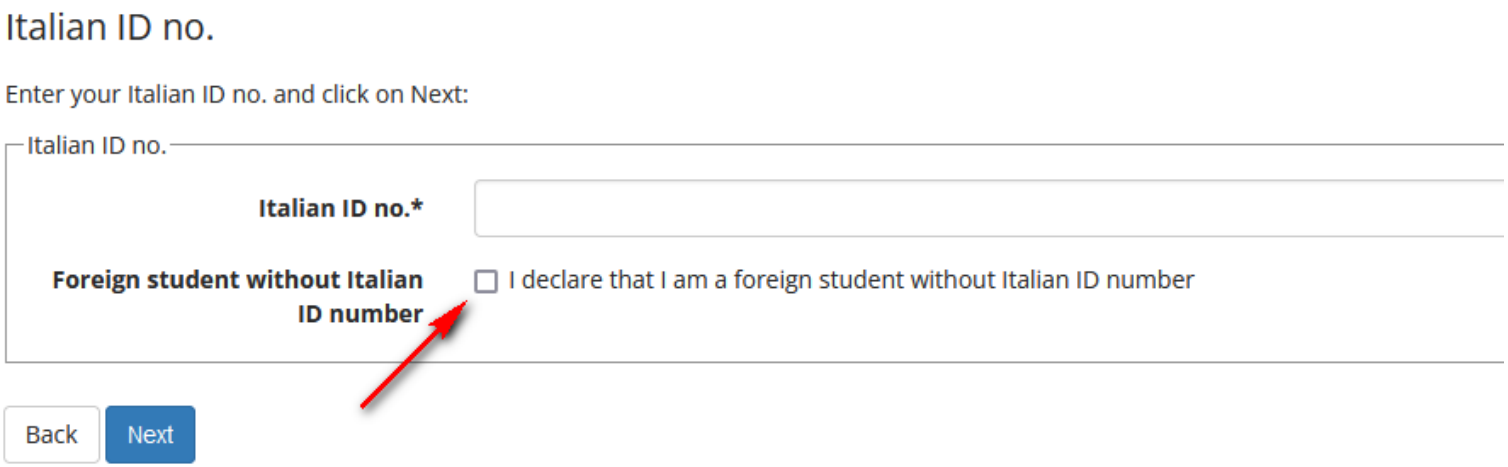
Click on “For foreign users and minors, register here”

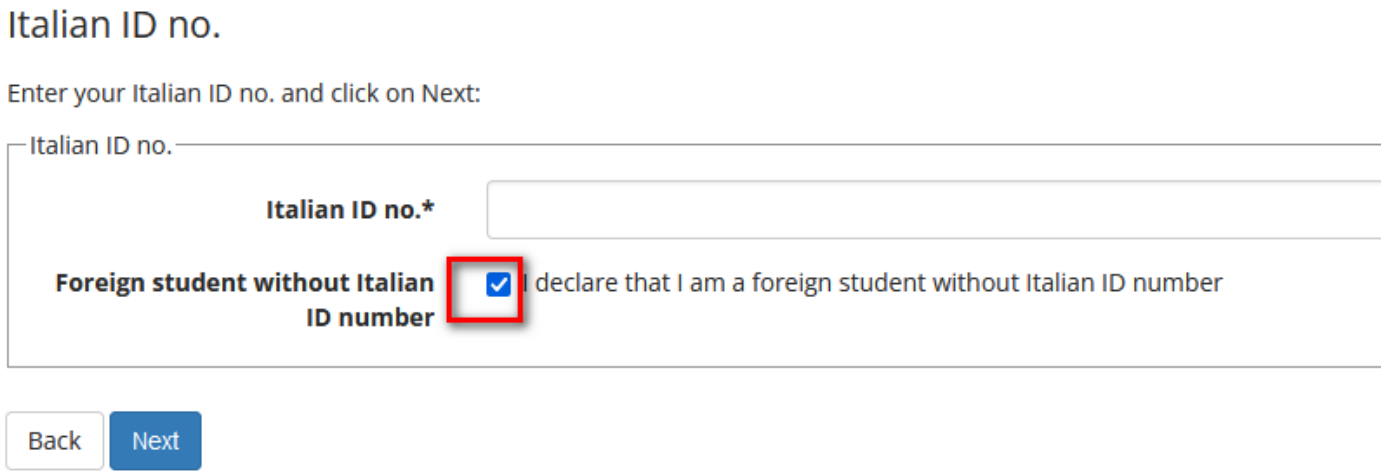


Click on “WEB Registration”

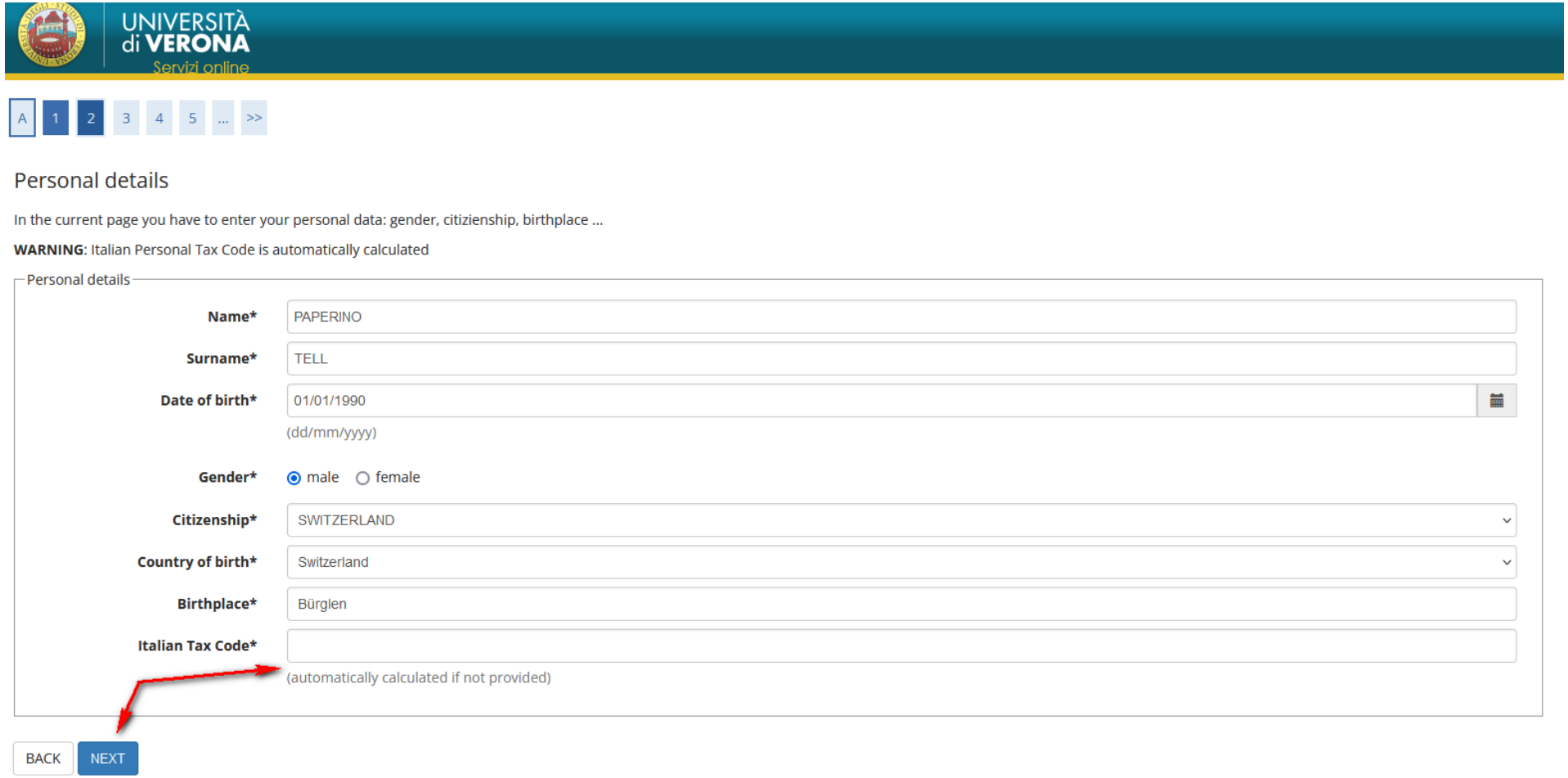


If the student has a CF he may enter it, or if he does not have aCF, he may tick the box and click “Next”to proceed.
(in the following example, we proceed without CF)





Enter all personal details and click on “next”



The still empty CF field will be calculated automatically and filled in by clicking on “NEXT”

Personal details

In the current page you have to enter your personal data: gender, citizienship, birthplace ...

WARNING: Italian Personal Tax Code is automatically calculated

Personal details

Name*	PAPERINO
Surname*	TELL
Date of birth*	01/01/1990
	(dd/mm/yyyy)
Gender*	male / female
Citizenship*	SWITZERLAND
Country of birth*	Switzerland
Birthplace*	Bürglen
Italian Tax Code*	TLLPRN90A01Z133S
	(automatically calculated if not provided)
	Warning:Italian ID no. has been automatically calculated, check it and go to the next step.

BACK NEXT

Enter identity document details

Identity documents

On this page you can enter or edit your identity document details (ID card, driver's licence and passport). Please enter the type of document, document number, issuing authority, date of issue and expiry date.

Identity document

Document type* Passport

Number* AB123456

Issued by* Switzerland

Date of issue* 01/09/2020

(dd/mm/yyyy)

Expiry date* 30/08/2030

(dd/mm/yyyy)

Back Next

Enter address details

Enter contact details

Correspondence address and e-mail

Delivery address

Delivery address* ◉ Permanent address ○ Current address

Email* elisa.fattori@univr.it

if you can't find your international dialling code write it in the blank field (e.g.: for UK insert +44)

International dialling code +39

International dialling code*

(international dialling code - number)

Mobile phone* 123456789

Maximum length 16 characters including the international dialling code

Privacy disclaimer* I have read and agree to the University's privacy notice (information on the processing of personal data) pursuant to Art. 13 of EU Regulation 2016/679 (GDPR - General Data Protection Regulation), available at: https://www.univr.it/en/privacy-policy

◉ Yes ○ No

BACK NEXT

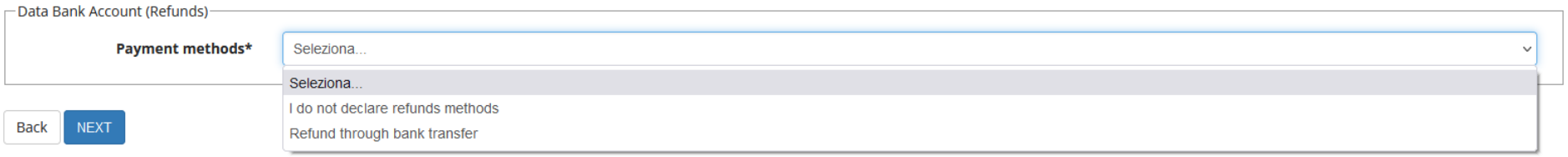
Bank account information is not mandatory, but advisable.

Data Bank Account (Refunds)

In the current page you can enter or edit your bank details.

We suggest you to enter bank details with extreme accuracy to get refunds or scholarships quickly and without mishaps. Please also note that the payments over a thousand euros must be paid into a bank account, and therefore it is essential to enter IBAN details.

To remove IBAN, select from the menu “methods” the entry “I do not declare refunds methods”.



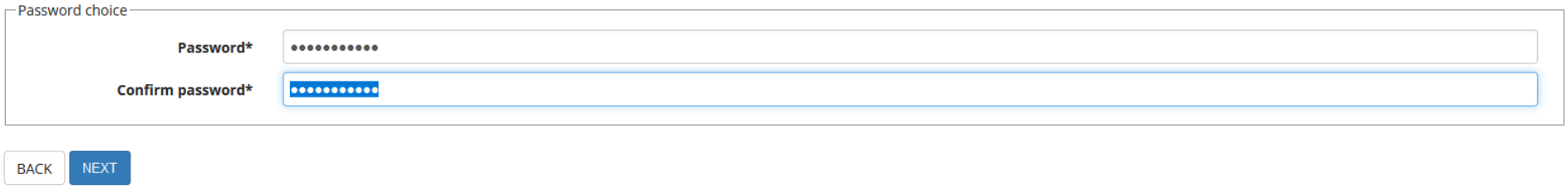
Password choice

Please choose your personal password and memorize it. It will be required for online services (e.g. exams enrolment).

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

⚠ ***WARNING:*** *the password entered must meet 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 at least 1 characters of the set ~!@#$^&*()_+=-`{}[]|\:";'<>,.?/
- can't contain a substring of more than 2 char of your surname
- there must be no more than 0 characters of the set |éèìùàò°§ç€£%äöüßÄÜÖñ¿¡üÑÌ
- it must not contain parts of the user name longer than 8 characters
- can't contain a substring of more than 2 char of your name
- there must be no more than 30 characters



Check the summary page

Data review

Please review below the information you entered on the previous pages.
ATTENTION: Once confirmed, this information can no longer be modified by the user. If you made a mistake in completing the data, you must send an email to your student registrar's office, attaching a photocopy of your ID and tax number. Click here for the email addresses.

To change your personal details now, click the back button at the end of the page.

Personal details

First name	PAPERINO
Surname or family name	TELL
Gender	Male
Date of birth	01/01/1990
	SWITZERLAND
Country of birth	Switzerland
Birthplace	Bürglen
Italian tax no.	TLLPRN90A01Z133S

Identity document details

Type of identity document	Passport
Issued by	Switzerland
Number of identity document	AB123456
Date of issue	01/09/2020
Valid until	30/08/2030
Country of issue	

Identity document details **Use the link**

Permanent address

Country	Switzerland
Town/city of residence	Lugano
Postcode	
Locality	
Address	Via Lungo Lago
House/flat no.	10
Permanent address from	01/11/2010
Telephone/mobile	
Current address is the same as permanent address	Yes

Edit permanent address **Use the link**

Address for correspondence

Delivery address	Permanent address
Email	elisa.fattori@univr.it
Mobile phone	+39 123456789
I have read and agree to the University's privacy notice (information on the processing of personal data) pursuant to Art. 13 of EU Regulation 2016/679 (GDPR - General Data Protection Regulation), available at: https://www.univr.it/en/privacy-policy	Yes

Edit correspondence details **Use the link**

Back Confirm

Registration completed

Registration has been completed successfully. Please keep your username and password (see below) safe in order to access your RESERVED AREA and continue STEP 2 Application. If you want to complete your Application now, click "Login".

Personal Authorization Details:

Name	PAPERINO
Surname	TELL
E-Mail	elisa.fattori@univr.it
Username	p.tell
Alias	
Password	[redacted]

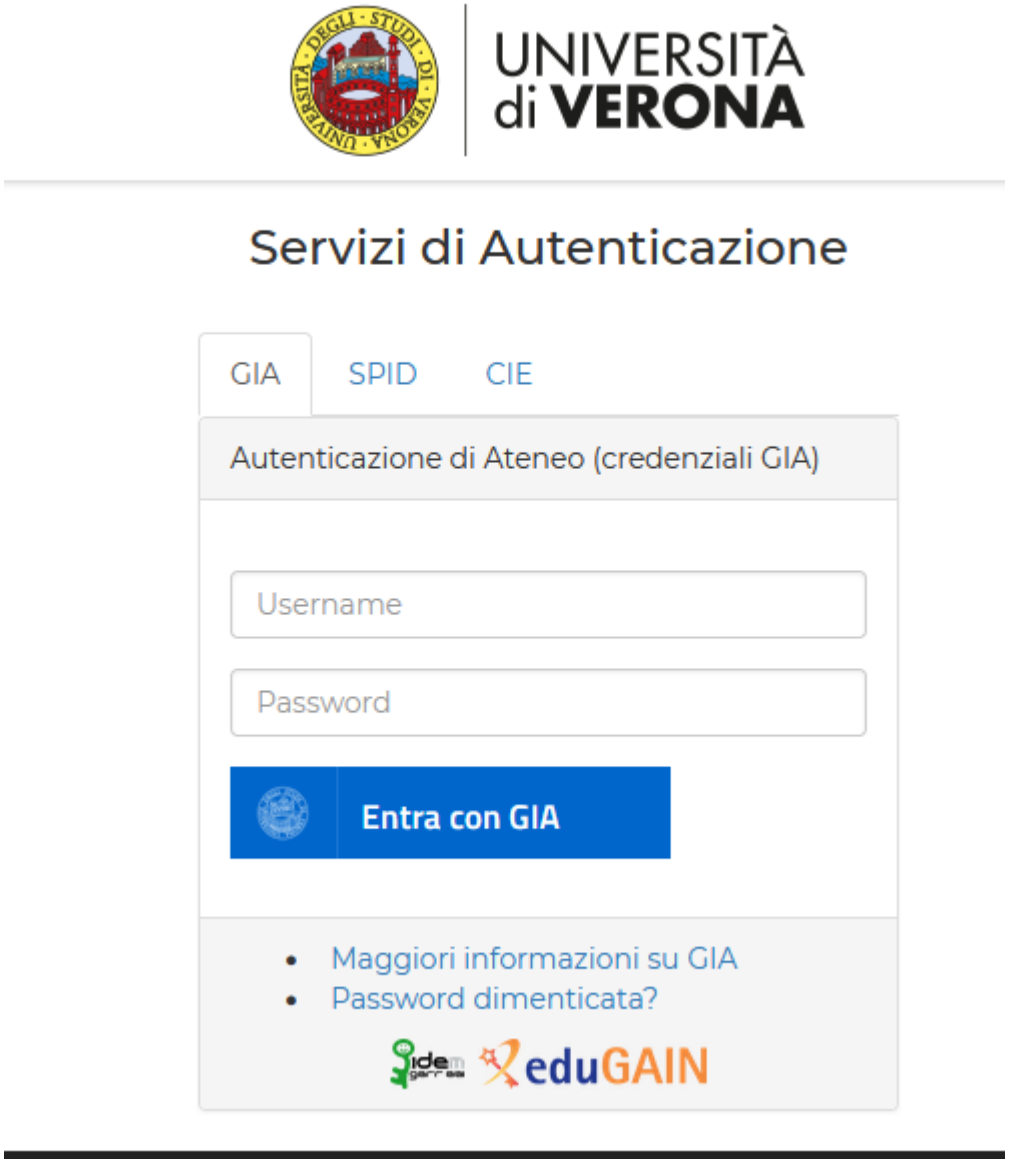
Username and password have been sent to e-mail address provided during registration.

Login

Print

Exit

When clicking on "login", you will be transferred to the page for your credentials and then directly to the Esse3 home page



Registered Users Area - Welcome PAPERINO TELL

For new users:

- to register for an **admission test,** to apply for **Professional Master's programmes, advanced and professional development courses, or to register for State Examinations** select **Student Services** from the menu (in the top-right corner of the screen), then click on **Admission Test**;
- to **pre-enrol in a Limited-entry degree programme**, select **Student Services** from the menu (in the top-right corner of the screen), then **Enrolment**;
- to **apply for an open Master's degree programme and have your entry requirements checked**, select **Student Services** from the menu (in the top-right corner of the screen), then **Eligibility Check**;
- If you need to **reprint your enrolment application, or the payment notice**, click on **Student Services** from the menu (in the top-right corner of the screen), then
- **INTERNATIONAL MOBILITY: INCOMING EXCHANGE STUDENTS**

If you are an incoming Exchange Student and need to submit your application, click on **international mobility - application form for Incoming Students** in the menu in the top-right corner of the screen.

Admission to PhD programmes

If you are an applicant for one of our PhD programmes please follow the guide published on each PhD course website under the section "Admission procedure".