CALL FOR APPLICATIONS
Academic Year 2025/2026
MASTER'S DEGREE PROGRAM IN MECHATRONICS ENGINEERING
(Courtesy English translation)

Program overview
Type of degree: Master's Degree (120 ECTS credits)
Classification: LM-29 (as per Ministerial Decree 270/2004)
Duration: Two years
Language of instruction: English
School: Engineering
Access Type: Open with curricular requirements

Article 1 – Admission requirements and enrollment

Tor Vergata University of Rome is pleased to announce the opening of applications for the Master of Science (M.Sc.) program in Mechatronics Engineering (Class LM-29, as per Ministerial Decree 270/2004) for the academic year 2025/2026.

- **Eligibility**

Applications are invited from:

1.   Italian, EU, and non-EU citizens holding legal residency in Italy, pursuant to Article 26 of Law 189/2002.
2.   Non-EU citizens residing outside Italy and requiring a study visa.

Applicants must hold an Italian or an equivalent foreign academic qualification recognized as valid for admission to Master's programs at Italian universities.

- **Admission requirements**

Admission to the Program is based on:

1.   **Meeting the academic requirements and demonstrating adequate personal preparation** (sections A and B);
2.   **Successful completion of the application procedure, including document submission and evaluation, by the specified deadlines** (see Article 2).

A.   Academic requirements

Applicants must meet the following criteria:

i. **Educational background. A Bachelor's Degree in one of the following fields:**

a.   Civil and Environmental Engineering (Class L-7)
b.   Information Engineering (Class L-8)
c.   Industrial Engineering (Class L-9)

For international degrees: The qualification must be comparable to a first-cycle degree under the Bologna Process and correspond to Level 6 of the European Qualifications Framework (EQF). It must also grant eligibility for entry into second-cycle studies (EQF Level 7) in the country of origin.

ii. **Academic record. A curriculum demonstrating a minimum number of ECTS credits earned in disciplinary areas relevant to the subjects taught in the Master's Degree Program, as outlined in the table below:**

Scientific-disciplinary sectors (SSD)	Minimum ECTS credits
MAT/01-09	15
INF/01 and ING-INF/05	5
FIS/01-08	15
CHIM/03 and CHIM/07	5
ING-IND/31	5
ING-INF/01, ING-INF/04, ING-IND/10, ING-IND/11, ING-IND/13, ICAR/08	30

iii. **English language proficiency.** A minimum **B2 level of English proficiency** is required (see section B.b for details)

Applicants who do not fulfill these academic requirements must complete any outstanding coursework before their application can be considered.

B.   Adequate personal preparation

a)   Assessment of individual preparation: All applicants will undergo an assessment of their personal preparation through an interview with the Program Coordinator or a designated faculty member. The interview aims to evaluate the candidate's foundational knowledge in core disciplines relevant to the program, such as Mathematics, Physics, Chemistry, Electronics, Automation, Mechanics, Thermal Physics, and Electrical Engineering. Applicants may be exempted from the interview if their cumulative GPA or final undergraduate degree grade exceeds 2.7 out of 4.

b)   English language proficiency: Applicants must demonstrate English proficiency at or above the B2 level (Upper-intermediate) of the Common European Framework of Reference for Languages (CEFR). This can be certified by presenting a valid certificate (issued after August 2019) from one of the following accredited institutions:

- Cambridge English Language Assessment
- IELTS
- Trinity College London
- ETS
- TOEIC

- TOEFL iBT
- Pearson EDEXCEL/EDI
- English Speaking Board (ESB)
- Anglia Ascentis Certificate
- Aim Awards (General English/Business English)
- C.C.I examination board (London Chamber of Commerce and Industry)
- British Institutes
- National Qualifications Authority of Ireland – Accreditation and Coordination of English.

Alternatively, applicants may submit a "Proficiency Certificate" issued by their previous university (confirming the required B2 level for admission) together with their GRE® General Test scores. (GRE Designated Institution (DI) Code for the University of Rome Tor Vergata is 3369).

Special provisions for non-EU citizens residing abroad and requiring a visa are detailed in Article 7.

Article 2 – Evaluation of academic requirements and personal preparation

Application deadlines:

To be considered for admission, all applicants must register on the University's online application portal (Delphi Platform) during one of the following application periods:

- **FIRST ROUND: 15 January 2025 to 30 January 2025**
- **SECOND ROUND: 10 February 2025 to 28 February 2025**
- **THIRD ROUND: 10 March 2025 to 31 March 2025**
- **FOURTH ROUND (reserved)*: 8 July 2025 to 8 September 2025**
- **FIFTH ROUND (reserved)*: 8 February 2026 to 31 March 2026**

(*) Reserved for EU and non-EU students residing in Italy with degrees awarded by Italian institutions.

PLEASE NOTE: Applicants may apply for assessment even if they are still completing their Bachelor's degree. In such cases, their CV must clearly state the expected graduation date and list any outstanding exams.

Registration steps:

1.   Visit the Delphi Platform: http://delphi.uniroma2.it
2.   Navigate to the Student Area and select "Application to programmes taught in English". After reviewing the privacy policy, check the box and click "Next".

3.   Select the School of Engineering and then the Master's Program in Mechatronics Engineering.
4.   Enter the required data and upload the requested documents, in particular:

a) Passport or Identity Card (only for EU citizens)
b) Scientific CV (**exclusively in the format available at https://mechatronics.uniroma2.it/how-to-apply-for-mechatronics/admission-a-y-2025-26/ and appended at the end of this call.** Any other formats are not allowed).
c) English Language Certificate or Nationality/Citizenship/Residence certificate.
d) (English Language) Proficiency certificate & GRE® General Test Score (as a possible replacement for the above).
e) Degree Certificate with the final grade (if already available).
f) Official Transcript of Records, including dates and grades for all completed coursework.
g) Thesis abstract (maximum 10 pages, if applicable).

5. Record your CTRL code, which will allow you to re-enter the system to modify, delete, or reprint the application.
6. Print the application and a payment slip for €30.00 as a contribution for the evaluation process;
7. Pay the application fee: Use the PagoPA system, which allows payments through various physical or online channels. Detailed instructions are available at Payment Methods.
8. Confirm the application: Return to the Delphi platform, re-enter the "Request admission to English-taught courses" section, and select the option "You have already filled out the application". Enter your Tax Code and CTRL code to confirm the application.

PLEASE NOTE:

-      The €30 contribution is non-refundable under any circumstances.
-      Students exempt from the fee (e.g., those with disabilities or graduates from Tor Vergata University with a final grade of at least 100/110) must still confirm their application online.
-      Applications will only be processed after online confirmation via the Delphi system.

The Admissions Committee will review applications promptly and render a decision within fifteen (15) days of the close of each application period. Applicants will be notified of the outcome via email to the address provided during registration.

Article 3 – Pre-enrollment procedure

Applicants who have successfully completed the mandatory registration on the Delphi platform (as outlined in Article 2) and received a positive evaluation of their academic requirements can pre-enroll from **1 April 2025 to 14 July 2025**:

1. Access the University's online Services website: http://delphi.uniroma2.it;
2. Select Student Area > Button 2 > "Pre-enrollment" > button a. > "fill in the application" > select the School and the degree program of interest, enter the required data, and follow the instructions provided;
3. Pay the pre-enrollment fee of €156.00.
4. The payment must be made through the PagoPa system, which allows payment through a variety of channels. Further information on payment methods is available at the following link: http://studenti.uniroma2.it/pagamento/;
5. Carefully save the CTRL identification code issued during the pre-enrollment procedure. This code, together with your Tax code, will allow you to retrieve the entered data to proceed directly with enrollment.

PLEASE NOTE: Non-EU citizens requiring a study visa may only complete the pre-enrollment (or enrollment; see below) procedure after their visa has been issued.

Article 4 – Enrollment procedure

Only applicants who hold the required degree (as specified in Article 1) and have successfully completed the mandatory registration on the Delphi platform (Article 2) with a positive assessment may proceed directly to enrollment. To enroll, follow the instructions provided at https://studenti.uniroma2.it/immatricolazione/ and adhere to the following deadlines:

- **From 15 July 2025 to 31 March 2026**

Important notes:

- Enrollment can only be finalized after the required entry qualification (as detailed in Article 1, Section A of this Call) has been obtained.
- Upon enrollment, the first installment of tuition fees (€156.00) is due. This payment is waived if it was already made during the pre-enrollment phase.
- Pre-enrollment is not mandatory. It is an option for applicants who have not yet obtained their Italian degree or an equivalent international qualification recognized under current regulations, or for those who wish to secure their place before July 15, 2025. Students who already hold the required degree certificate may proceed directly to enrollment within the specified timeframe, even without pre-enrolling.
- For further information regarding non-EU citizens requiring a study visa, please refer to Article 7 of this Call.

Article 5 – Tuition fees

Details about tuition fees and payment deadlines will be provided in the 2025/2026 Student Guide, accessible at http://web.uniroma2.it/ and http://studenti.uniroma2.it/

The Student Guide will also include information for full or partial exemptions (*) from the payment of tuition fees.

(*) In particular, a 10% reduction on the first-year tuition fee is offered to students who graduated from Tor Vergata University of Rome or another Italian University with a final grade of 110/110.

Article 6 – Transfers, change of program, and course shortenings

The procedures outlined in this Call also apply to students transferring from other universities or changing from a different Master's degree program at Tor Vergata University of Rome to the M.Sc. in Mechatronics Engineering (LM-29). For both transfers and transitions, once enrollment clearance is granted, students must initiate the appropriate process as outlined on the online services portal (http://delphi.uniroma2.it) and detailed in the 2025/2026 Student Guide (published on the University website: http://web.uniroma2.it).

Course Shortening/Advanced Standing: Enrollment with course shortening, including possible admission to the second year of the program in 2025/2026, will only be granted if the applicant receives formal recognition for prior learning from a previous degree program, totaling a minimum of 30 ECTS credits (CFU).

Article 7 – Students with foreign academic qualifications and non-EU students requiring a visa

Students holding a foreign academic qualification, who have completed the procedures referred to in Article 2 of this notice, must proceed with the pre-enrollment and/or enrollment referred to in Articles 3 and 4 of this notice, following the instructions available at the following links:

- http://web.uniroma2.it/module/name/Content/newlang/italiano/navpath/STD/section_parent/6303
- https://web.uniroma2.it/en/percorso/admissions/sezione/how_to_enroll

Foreign entry qualifications:

To be admitted to the two-year Master's Degree Program, the following documentation is required:

- **Original final academic qualification**, recognized as valid under Italian law and the regulations established by the Italian Ministry of University and Research (MUR).

- **Transcript of Records**, issued by the awarding university and certifying the exams taken, or Diploma Supplement (if applicable).
- **Country-specific documentation**: additional specific documents may be required depending on the country where the qualification was obtained.

Detailed information about required documentation is available at the following links:

https://web.uniroma2.it/it/percorso/studenti/sezione/modalitr_di_iscrizione_per_gli_studenti_internazionali75642
https://web.uniroma2.it/en/contenuto/application_procedure

PLEASE NOTE: Universities, under Article 2 of Law 148/2002 and subsequent amendments, are autonomous in determining the documentation required for enrollment. Consequently, Tor Vergata University of Rome reserves the right to request additional documents if deemed necessary.

Study visa application procedure:

Non-EU students residing abroad must complete the pre-enrollment procedure on the Universitaly platform (www.universitaly.it) by **31 July 2025**. When completing the pre-enrollment application, it is mandatory to upload the documentation described in this Article.
The University will confirm the pre-enrollment application, after which the student must contact the Italian diplomatic or consular authorities to submit the required documents within the deadlines established by the MUR. These deadlines can be found at: https://www.studiare-in-italia.it/studentistranieri/.

Please note:

- Issuing the visa is solely the responsibility of the competent Italian diplomatic or consular authorities.
- Enrollment procedures for the chosen program will be finalized after the study visa is granted, provided that the submitted documentation is verified for authenticity and compliance with admission requirements.

Completion of enrollment:

International students with foreign academic qualifications and those requiring a study visa must finalize their enrollment through the **International Students Office**:

- **Address**: Via Cracovia, 50 – 00133 Rome, Building D, Ground Floor, Room 1.

- **Email**: international.students@uniroma2.it

During this phase:

1.   Enrollment will be confirmed, and a student identification number (matricola) will be assigned.
2.   The International Students Office will verify the authenticity of the submitted documentation. If the said documentation is incomplete or does not meet the requirements, admission will be invalidated. The places reserved for non-EU citizens residing abroad and requiring a visa for the academic year 2025/2026 are distributed as follows:

Class	Course Name	EXTRA-EU Places
LM-29	Mechatronics Engineering	60

Non-EU students who hold a valid residence permit and have obtained their academic qualifications from an Italian university must complete their enrollment at the Student Affairs Office of the School of Engineering.

Article 8 – Support for students with Disabilities or Specific Learning Disorders (SLD)

Declaration of Disability or SLD

Students with a certified disability (equal to or greater than 66%) or with recognition of a handicap under Article 3 of Law 104/1992, as well as students diagnosed with Specific Learning Disorders (SLD) under Law 170/2010, must declare their status during registration on the Delphi platform (refer to Article 2 of this notice).

Submission of certifications

1.   **Italian students**:
o   Certifications for civil disability and/or recognition of handicap (Law 104/1992) must be submitted in **PDF format** via email to the CARIS Office at segreteria@caris.uniroma2.it.
2.   **International students**:
o   Students residing abroad must send their certification, accompanied by an official sworn translation into Italian or English, issued by the competent Italian embassy, certifying their disability or SLD status.
The CARIS Office will evaluate the suitability of the certifications and notify the applicant via email.

Exemption and fee reduction requests

At the time of enrollment, students requesting **total or partial exemption from tuition fees** or additional support services provided by CARIS must:

1. Indicate their status during registration on the Delphi platform.
2. Submit valid certifications to the CARIS Office through one of the following methods:
o By email in **PDF format** to segreteria@caris.uniroma2.it.
o In person at the CARIS Office (as specified below).

All sensitive documents will be handled by the CARIS Office in compliance with applicable privacy regulations.

Details of fee exemptions and reductions

1. **Full exemption**:
o Students with a disability of 66% or higher, or with recognition of a handicap under Article 3, Law 104/1992**,** are fully exempt from tuition fees.
o These students must follow the standard online enrollment process for all students but are also required to self-certify their disability in their application.
2. **20% reduction on second installment**:
o Students with a disability recognized between **46% and 65%** may request a 20% reduction on the second installment of tuition fees.
o Students with a certified SLD (Specific Learning Disorder) are also eligible to request this reduction, following the same procedure.

Requests for compensatory tools and dispensatory measures

During their studies, students with disabilities or SLD may request compensatory tools or dispensatory measures for their courses and/or exams. These requests must be submitted in writing to the CARIS Office.

SLD Certification requirements:

The certification for SLD must meet the following criteria:

- Be issued by the National Health Service or by specialists/accredited centers authorized by regional regulations.
- Be comprehensive and explicit, including references to nosographic codes and a clear indication of the diagnosed SLD (e.g., reading, writing, or calculation difficulties).

- Comply with the guidelines of Law 170/2010, the 2011 Consensus Conference and subsequent amendments, as well as the 2012 State-Regions Conference guidelines as implemented by each region.
- For students from the Lazio region, consult the dedicated SLD section at https://www.salutelazio.it/disturbi-specifici-di-apprendimento-dsa.

Important notes:

1. The University reserves the right to verify the authenticity of all declarations and certifications submitted.
2. False declarations, forged documents, or misuse of such documents are subject to penalties under the Italian Penal Code and relevant laws.
3. Failure to submit complete and valid documentation will result in the student being liable for the full amount of university tuition fees.

For more information and contacts, visit the CARIS website at www-2024.caris.uniroma2.it.

Article 9 – Personal data processing

All information regarding the contact details of the Data Controller and the Data Protection Officer, the types of data processed, the source of personal data, the purposes of processing and the legal basis, the recipients of personal data and any data transfers abroad, the retention periods of personal data, the rights of the data subject, the obligation to provide data, the methods of data processing, and data transfers abroad are contained within the Information Notice pursuant to Articles 13 and 14 of EU Regulation 2016/679 for users who intend to register for admission tests and state exams, for users who intend to [1] enroll in study programs, and for students, graduates, postgraduates, trainees, and doctoral students of the University of Rome Tor Vergata, which can be found at the following link: http://utov.it/s/privacy

Article 10 – Useful information

Academic Office of the Master's Degree Program in Mechatronics Engineering
Via del Politecnico - 00133 Rome - Department of Electronic Engineering - ground floor, office BT-01.
Tel. +39(0)672597574
Email: applications@mechatronics.uniroma2.it or info@mechatronics.uniroma2.it

Student Affairs Office – School of Engineering
Via del Politecnico - 00133 Roma - educational building - ground floor
Office hours by appointment only: Monday, Wednesday, and Friday from 9:00 AM to 12:00 PM, and also on Wednesday from 2:00 PM to 4:00 PM.
The booking link: https://prenotazioni.uniroma2.it/segreteria/
Website: http://ing.uniroma2.it/area-studenti/segreteria-studenti/

Facebook: https://www.facebook.com/segreteriastudentiingegneria/
Phone/email contacts: contatti ing - Università degli Studi di Roma Tor Vergata

International Students Office:
Via Cracovia 50, 00133 Rome (Building D, ground floor)
Office hours: Monday, Wednesday, and Friday from 9:00 AM to 12:00 PM, and also on Wednesday from 2:00 PM to 4:00 PM.
Emails: international.students@uniroma2.it - international.qualifications@uniroma2.it

Public Relations Office (URP):
Via Cracovia 50, Building C - first floor
Opening hours: Monday, Wednesday, and Friday from 9:00 AM to 1:00 PM, and also on Wednesday from 2:00 PM to 4:00 PM
Email: relazioni.pubblico@uniroma2.it
Phone: +39 06 7259 2542/3091
Website: www.urp.uniroma2.it

"Chiama Tor Vergata" Telephone Service:
Phone: +39 06 7259 3099
Hours: Monday to Thursday from 9:00 AM to 1:00 PM and from 2:00 PM to 5:00 PM, Friday from 9:00 AM to 1:00 PM

Student Welcome Office:
Via Cracovia, 50 – 00133 Rome (Building C, first floor).
Appointments can be booked at: https://prenotazioni.uniroma2.it/welcome-office/
Website: https://web.uniroma2.it/it/percorso/futuri_studenti/sezione/accoglienza
Phone: +39 06 7259 2817/3234
Email: welcome@uniroma2.it

Students with Disabilities and SLD (CARIS):
School of Engineering, Didactic Building – ground floor (Room L1) - Via del Politecnico, 1 - 00133, Rome
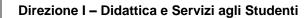Phone: +39 06 7259 7483 / +39 06 2022876
Email: segreteria@caris.uniroma2.it
Office hours: Monday, Wednesday, Friday 9:00 AM - 12:00 PM; Wednesday 2:00 PM - 4:00 PM.
For further information, please consult:
- Website of the Ministry of University and Research (MUR): https://www.mur.gov.it/it/aree-tematiche/universita
- University Portal: http://web.uniroma2.it/ English version: http://en.uniroma2.it/

- Website of the Study Program: https://mechatronics.uniroma2.it/
- Website of the School of Engineering: https://ing.uniroma2.it/

CALL FOR APPLICATIONS A.Y. 2025-26 – MECHATRONICS ENGINEERING

Scientific CV for Admission

	SECTION A	CANDIDATE'S ANSWERS
1	**SURNAME / FAMILY NAME**	
2	**FIRST NAME(S)**	
3	**DATE OF BIRTH** (dd/mm/yyyy)	
4	**PLACE OF BIRTH** (Country/City)	
5	**GENDER**	
6	**CITIZENSHIP** (If you hold more citizenships, specify all of them)	
7	**COUNTRY OF CURRENT RESIDENCY**	
8	**MOTHER TONGUE(S)**	
9	**ENGLISH LANGUAGE LEVEL** (non-native English speakers only; date of certificate*: from January 2019 onwards). Minimum level required: **B2 (Upper Intermediate)** or **PROFICIENCY CERTIFICATE +** *GRE*® General Test	

	SECTION B	CANDIDATE'S ANSWERS
10	**Bachelor's Degree (Course of Study)** (in the case of multiple Degrees, please specify all of them)	
11	**University Name and location**	
12	**Graduation Date**	
	Expected Graduation Date	
13	**Final GPA** (if available)	
14	**Title of thesis and name of Supervisor** (if available)	
15	**The three Exams with the highest grades** (Course, Date, Grade)	
16	**The three Exams with the lowest grades** (Course, Date, Grade)	

17	**List of publications** (if available)	
18	**Honours and Awards** (if available)	
19	**Job-related skills** (if available)	
20	**Digital skills** (if available)	

* Any other language certificate not listed hereafter will not be considered for assessment:

- **Cambridge English Language Assessment**
- **IELTS**
- **Trinity College London**
- **ETS**
- **TOEIC**
- **TOEFL iBT**
- **Pearson EDEXCEL/EDI**
- **English Speaking Board (ESB)**
- **Anglia Ascentis Certificate**
- **Aim Awards (General English/Business English)**
- **C.C.I examination board (London Chamber of Commerce and Industry)**
- **British Institutes**
- **National Qualifications Authority of Ireland – Accreditation and Coordination of English**

<div align="center">or</div>

- **PROFICIENCY CERTIFICATE + GRE TEST SCORE**

<div align="center">**NOTE: rename this file with your data as follows: Scientific CV-2024-25_SURNAME-Name**</div>

signature of the candidate