



## **PROCEDURE FOR RECOGNITION OF FOREIGN DOCTORAL DEGREE**

The procedure for foreign Doctoral Degree recognition consists of the following steps:

### **1. Application Form**

Download the Form to Apply for Recognition of Foreign Doctoral Degree, then fill out and sign.



### **2. Uploading required documents**

Upload the application for recognition together with the required documents to the institutional cloud folder, indicated at the time of applying for the recognition via e-mail, to the following address: [info@phd.uniroma2.it](mailto:info@phd.uniroma2.it)

The subject of the email should be "Application for Recognition of Foreign Doctoral Degree, your own name and surname."



### **3. Online Application Form**

You are then asked to complete the online form at the following link:  
<https://forms.office.com/e/dLbDK3AdP1>.



## 4. Assessment of the Application

The assessment for the purpose of recognition is carried out by the Teachers' Board of the PhD course for which equivalence is requested. Eventually, the recognition will be approved by: the Council of the Doctoral School, the Academic Senate and the Board of Directors followed by an appropriate Rectoral Decree.

## 5. Fee Payment

A fee of € 200.00 is required to be paid through the PagoPA system for the processing of the application, following the PhD School's check of the documentation and positive evaluation. This amount includes a revenue stamp worth € 16 that is discharged virtually.

The amount of the fee is in no way refundable. The payment receipt should be forwarded to the e-mail address: [info@phd.uniroma2.it](mailto:info@phd.uniroma2.it) and the subject of the mail should be: "Application for Recognition of Foreign Doctoral Degree, your own name and surname"

## 6. Issuance of Certificate

Following the positive assessment of the equivalency application, the certificate of academic recognition will be available in the dedicated repository with restricted access.



Please Note:

- The University reserves the right to request additional documents if there are not sufficient elements for the evaluation of the course;
- Applicants with Equivalent Economic Situation Indicator (ISEE) less than or equal to € 26,000.00 are exempt from paying the fee.

**More information and the Application Form can be found in the Download section.**

For further support, contact the Doctoral School at the following email address: [info@phd.uniroma2.it](mailto:info@phd.uniroma2.it)