



University of Study of MILAN – BICOCCA
Student Services

CERTIFICATES REQUEST FORM

Pursuant to the art. 15 of Law 183/2011, the certificates to be produced for public offices and public services can always be replaced by self-certifications. The University of Milan-Bicocca will only issue stamped certificates on which it is specified: "This certificate cannot be accepted to public administration bodies or private/public services". A certificate can be requested in person at the University offices in charge, providing the necessary revenue stamps, or it can also be delivered through alternative methods envisaged by the University Regulation, further to paying the related fees and bulletins. (For information on how to request certificates please visit [this page](#).) For national shipment additional € 10.00 tax bulletin will be charged, whereas for international shipments € 15.00 tax bulletin will be charged.

Student Full Name _____ Student code n° _____

Student's place of birth _____

Student's date of birth _____ Enrolled in (name of the University Study Programme) _____

Mobile contact _____

Please, specify how you wish to receive the certificate(s):

Collection in person at our office

Postal shipment to the address below

Street _____ n. _____ Post code (C.A.P.) _____

City _____ County/Country _____

Certificates of enrolment

Mark with an X the rectangle(s) below for each certificate request

University enrolment certificate	
University enrolment history and course's legal duration certificate	
University enrolment history with passed exams and related marks certificate	
University enrolment history with passed exams, related marks and lessons attendance certificate	
University enrolment certificate including study plan	
University enrolment certificate including University fees	
University enrolment certificate including application for graduation	
University enrolment certificate including passed exams and withdrawal from University studies	
University enrolment certificate including enrolment history and withdrawal from University studies	
University enrolment certificate with scholarship / training contract (Master's Degree /PhD students)	
University forfeiture (University career expiration) with passed exams certificate	

Graduation certificates/diploma

University degree attainment certificate	
University degree attainment including graduation grade certificate	
University degree attainment including passed exams certificate	
University degree attainment with passed exams (including related dates, marks and enrolment history) certificate	
University degree attainment including University fees certificate	
University degree attainment including dissertation's thesis title and graduation Commission certificate	
Diploma Supplement (no fees apply on issuing this certificate)	

Professional practice exam certificates (requests be sent to the stage@unimib.it or esamidistato@unimib.it)

Professional practice exams certificate	
Professional qualification certificate	

ONLY for students who cannot access their personal page on the University website: it is requested the tax bulletin be sent to the following

email address: _____@_____ Data _____ Signature _____

[Personal data will be processed in accordance with Legislative Decree 196 of 2003 \(Code regarding the protection of personal data\) and its subsequent amendments and additions, as well as in accordance to the EU Regulation 2016/679 \(General Data Protection Regulation\).](#)

(OFFICE ONLY) CERTIFICATE REQUEST RECEIPT

Student full name _____ Student code n° _____

Date _____

Office stamp