

*"The Christian faithful who have been gathered into the Church from every nation and "are not marked off from the rest of men either by country, by language, or by political institutions," should live for God and Christ according to the honourable usages of their race. As good citizens they should sincerely and actively foster love of country and, while utterly rejecting racial hatred or exaggerated nationalism, work for universal love among men".*

*(Ad Gentes, 15)*



**PONTIFICIA  
UNIVERSITÀ  
GREGORIANA**

*International Students Office*



## **DO YOU NEED HELP FOR...?**

**Entry Visa  
Residency permit  
Integration Agreement  
Fiscal code  
National Health Service  
Health insurance card  
Civil Registration and Residency  
Electronic Identity Card  
Other ...**

### **For information:**

***International Students Office***

Palazzo Lucchesi (L002)  
Tel. +39 06 6701.5445  
E-mail: [usi@unigre.it](mailto:usi@unigre.it)

### **OPENING HOURS**

**In the morning:**

from Monday to Friday: 9:30 a.m. to 12:30 a.m.

**In the afternoon:**

from Monday to Thursday: 2:15 p.m. to 4:15 p.m.

Piazza della Pilotta, 4 ■ 00187 Roma

01-2024

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00187 Roma



DO YOU NEED  
HELP FOR...?

The *International Students Office*, which has been at the service of the University Community since 2003-2004 academic year, offers support in completing the formalities required for the residence in Italy

Some of the main activities of the office are:

- Provide information on the **necessary requirements** for the request for obligatory administrative practices of the authorities in charge by providing **addresses, opening hours and application forms**.
- Guarantee a **continuous update** on the Italian immigration legislation by participating in specific training **courses, events and conferences**.
- Provide the **information materials** to be consulted such as: guides, magazines, manuals.
- Maintain contacts with the governmental institutions and workers in the social sectors active in the field of immigration.
- Provide real-time information through the form "Contact the University" on the PUG Website, and by means of the notices posted on the external bulletin board of the office.



In the *International Students Office* you will also find a service of guidance, information and assistance to fill the applications forms for:

- Entry Visa for religious or study reasons
- Issuance and renewal of residence permit
- Integration agreement
- Statement of responsibility
- Declaration of presence
- Hospitality declaration
- Fiscal code
- National Health Service (**SSN** in italian)  
Health insurance card
- Civil registration and Residency  
Electronic Identity Card (**CIE** in italian)
- Public Digital Identity System  
(**SPID** in italian)
- Electronic Certified Mail (**PEC** in italian)
- Equivalent Economic Situation Indicator  
(**ISEE** in italian)
- Legalization, validation and endorsement of documents
- Italian citizenship
- Conversion of residency permit
- Rules for the residency in Italy for the E.U citizens
- Other valuable information