



UNICUSANO

Università degli Studi Niccolò Cusano - Telematica Roma

UNIVERSITY REGULATIONS

Art. 1) The University guarantees to provide students with all the educational facilities necessary for their studies by means of its e-learning platform.

Art. 2) Students are also provided with other facilities which allow them direct contact with the university, through outside Learning Centres at national, European and international levels.

Art. 3) The academic year begins on August 1st and ends on July 31st, unless otherwise decided by the university authorities.

Art. 4) Registration officially takes place each year between August 1st and July 31st, and is valid for the academic year beginning August 1st. Students may register in any month of the year, but their registration shall pertain to the current academic year. In the months of June and July, students may choose to register for the current academic year and avail themselves of the examination session effective for that year or alternatively, choose to register for the following academic year. Registration remains effective for the entire period of the student's chosen course of study (three-year and five-year first level degree, or two-year second level degree), and is understood to refer to the entire course of study, or rather to the successful completion of all the examinations pertaining to the course of study, including the final degree dissertation. Once the student registers for their chosen course of study, the registration is automatically renewed each year until the successful completion of the course.

Art. 5) University fees and taxes shall remain invariable for the entire period of the student's course of study (three years, five years or any shorter period) except in the case of any increase in amount in accordance with the ISTAT index, and with exception made in the case of students who are prolonging their studies in order to obtain a second-level degree, as this involves a second registration.

Art. 6) Students are obliged to pay all fees and taxes to the amount determined by the university and published annually on its website (barring confirmation of the amount to be paid by students who are continuing their studies). Once students have signed and dated their enrolment application, they are obliged to pay all fees and taxes.

Art. 7) All fees and taxes must be remitted in a lump sum payment. The university however offers students the possibility of paying in two equal instalments, the first paid at the moment of registration, and the second within 30 days of registration. In subsequent academic years, the first payment must be made by October 1st, and the second by November 1st, irrespective of the date of registration.

In the case of registrations made under conventions with the university, referral shall be made to the conditions agreed upon concerning the payment of fees, if any.

Art. 8) University withdrawals on the part of students, communicated formally by registered letter, shall have immediate effect, subject to the regular payment of all fees and taxes due. **Any student who does not wish to enroll again for the following academic year must inform the university of their withdrawal by registered mail between the 1st and 31st of July of the current academic year. After the 31st of July the student who has waived their enrolment for the following year cannot attend any further courses or have access to any on line didactic materials.**

Art. 9) A student who wishes to transfer to another degree course or another university may submit a request between June 1st and July 31st, to take effect from the following academic year, and obtain the required permission, on condition that all fees and taxes for the current academic year have been paid.

Art. 10) The amounts of extra payments due to the university for additional services provided are listed in the table published on the website www.unicusano.it.

Art. 11) Students enrolled in three-year degree courses must submit a request for the presentation of their degree dissertation at least three months before the date set for the examining committee. Students enrolled in second-level degree course LMG 01 must submit a request for the presentation of their degree dissertation at least six months before the date set for the examining committee. Students enrolled in a two-year master's degree course must submit a request for the presentation their degree dissertation at least six months before the date set for the examining committee. In the case where a student presents their dissertation in an academic year subsequent to the year of their last registration, they must submit a request for registration for the academic year in question.

Art. 12) The university commits itself to offering its students a range of additional, optional, non-compulsory educational facilities that will help them to manage their individual learning time; the teaching programme gives them absolute freedom to organise their studies as they see fit.