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TO THE RECTOR, UNIVERSITY OF SIENA

REGISTRATION N. _____ (Matricola)

____/____/____ the undersigned _____

Date of birth (dd/mm/yyyy) _____/_____/_____ Place of birth _____

Registered residence address: _____ n. _____

city _____ (____) CAP _____ Tel. _____

Registered domicile address (in Italy): _____ n. _____

city _____ (____) CAP _____ Tel. _____

e.mail _____ @ _____ Mob. _____

registered for the A. Y. _____ / _____, for the _____th Cycle

having finished off the A.Y. _____ / _____ and achieving the PhD Degree in:

REQUEST THE FOLLOWING CERTIFICATE(S):

(Attach a stamp duty mark of € 16,00 for each certificate requested)

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<input type="checkbox"/> Certificate in ITALIAN	<input type="checkbox"/> Certificate in ENGLISH
<input type="checkbox"/> n° _____ certificate of enrolment on Doctoral Research Programme	<input type="checkbox"/> n° _____ certificate awarding PhD title
<input type="checkbox"/> n° _____ certificate of enrolment on Doctoral Research Programme and research grant	<input type="checkbox"/> n° _____ certificate for Italian Scientific-Cultural Master's Course (only up to XXXVIII Cycle)
<input type="checkbox"/> n° _____ certificate of enrolment on Doctoral Research Programme, research grant and authorized period abroad	<input type="checkbox"/> n° _____ (Other, please specify) _____ _____ _____
<input type="checkbox"/> n° _____ certificate of regular attendance and end of Doctoral Research Programme courses	_____ _____

CERTIFICATE FOR USE ABROAD PURPOSES

<input type="checkbox"/> I WILL PICK THE CERTIFICATE UP FROM THE OFFICE	<input type="checkbox"/> PLEASE POST IT TO THE FOLLOWING ADDRESS: Address: _____ City _____ (____) ZIP code _____
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NOTE:

- Article 15 of law 183/2011, which entered into force on 1 January 2012, modifies Presidential Decree 445/2000 containing the Consolidation Act on legislative and regulatory provisions concerning administrative documents. In particular: *“Certificates issued by governmental bodies in relation to the status, personal qualities and circumstances of private citizens may be validly used only between private citizens. As regards relations between governmental bodies and public service providers, certificates and affidavits are always substituted by the statements provided for under articles 46 and 47” (self-certification).*
- **Requests for certificates sent by post must be accompanied by a copy of a valid identity card/passport.**
- **The collection of documents by a person other than the interested party can only be done by presenting a valid proxy, accompanied by an identification document of the delegating party and the presentation of an identity document by the delegate.**

Place and Date of compilation: _____, ____/____/____

Legible Signature : _____

Collecting date: _____ Legible signature _____	FOR THE OFFICE USE Sent on _____
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SEND REQUEST TO:	Ufficio per il Dottorato di Ricerca Università degli Studi di Siena Via Banchi di sotto, 55 53100 Siena or email: ufficiodottorato@unisi.it
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