

Tuition fees at the University of Rome Tor Vergata are based on the student's family income; in order to calculate it for international students, the University will need a document called *Scheda Raccolta Dati per Indicatore Parificato*, which can be issued only by CAF Offices in Italy.

Here follows the list of documents to be submitted to the CAF Office to obtain the *Scheda Raccolta Dati per Indicatore Parificato*:

- Family Income for the year 2015 (issued, legalised and translated in Italian by the Italian Diplomatic Authorities)
- Familial Status (issued by the Italian Diplomatic Authorities)
- Copy of passport
- Copy of Fiscal Code

The *Scheda* costs **11.70 euro**, which the student will have to pay directly to the CAF Office.

A photocopy of the *Scheda* will then have to be carried to the International Students Office (Via Orazio Raimondo 18 – Central Administration, *Rettorato*) by 15th December 2017.

International Students Office – Opening Hours*:

From Monday to Friday: 09 am -12 pm

Wednesday: 2 – 4 pm

*Opening hours until 6th November 2017. From 7th November the Office will open according to the following schedule:

Mon-Wed-Fri: 9 am – 12 pm

Wed: 2 – 4 pm

Please note: Not submitting the ISEEU to the University will imply for the student the payment of the maximum rate of the yearly tuition fee of the course (80% of the maximum rate for the students coming from low-income economies or lower-middle-income economies¹; 100% of the maximum rate for all the other international students).

¹ ¹ Please see [here](#) the list of relevant countries (Art.1), according to the Italian Ministry of Education.