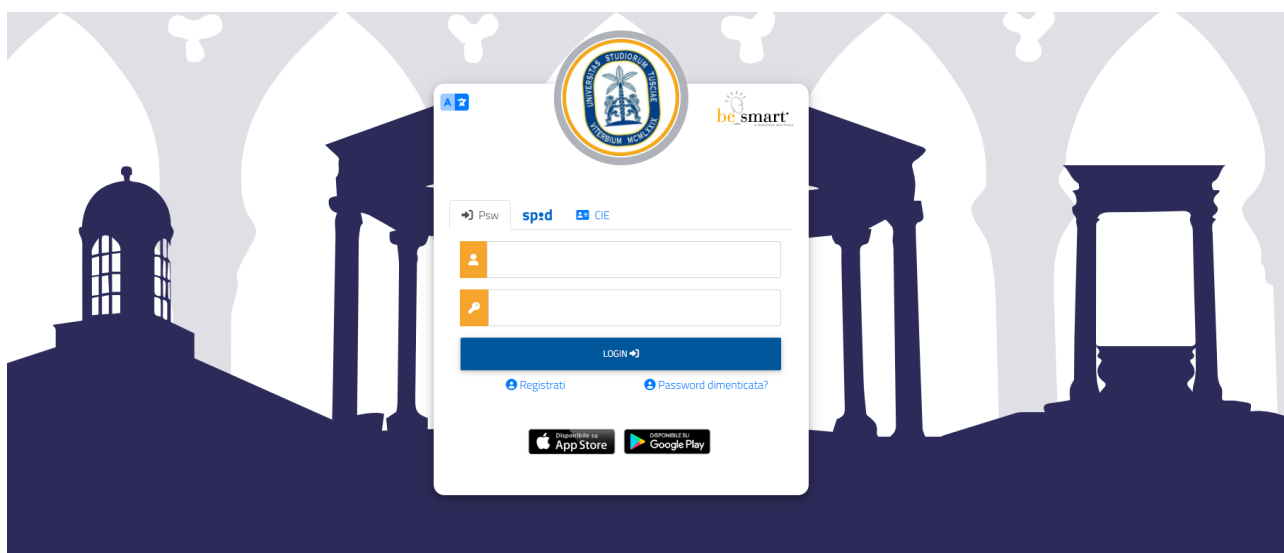




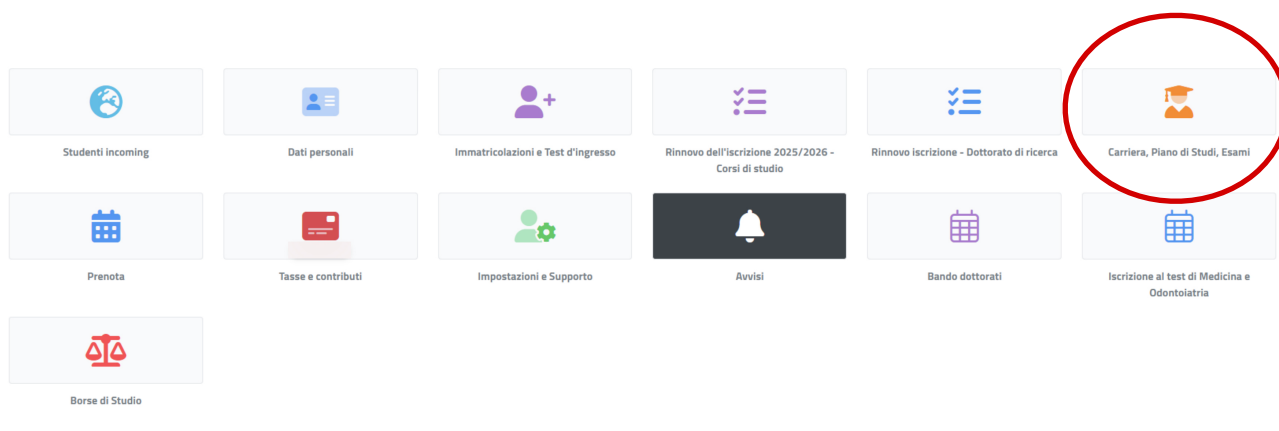
Procedure for the Degree Application (Graduation)

The degree/graduation application is the official administrative act by which you declare to the student registry that you have completed (or are about to complete) your degree program and formally request to be admitted to your thesis defense. The degree application serves to reserve a place in a specific graduation session and to verify the regularity of your academic record (exams taken, fees paid, approved study plan).

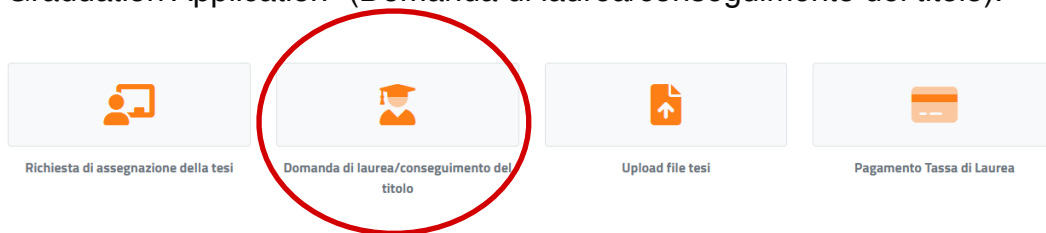
To start the procedure, log in to your Reserved Area on the GOMP portal using your Unitus credentials, SPID, or CIE (Electronic Identity Card).



Once logged in, select "Career, Study Plan, Exams" from the menu.



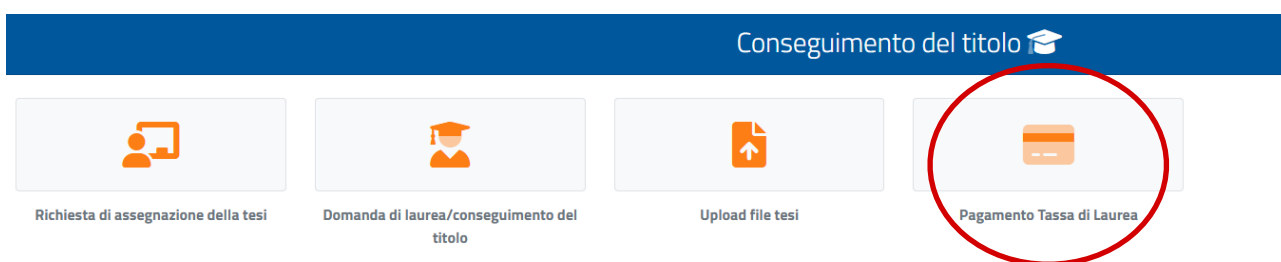
Next, select "Graduation" (Conseguimento del titolo) and finally, click on "Degree/ Graduation Application" (Domanda di laurea/conseguimento del titolo).



Please Note: Before submitting the application, completing the AlmaLaurea questionnaire is mandatory.

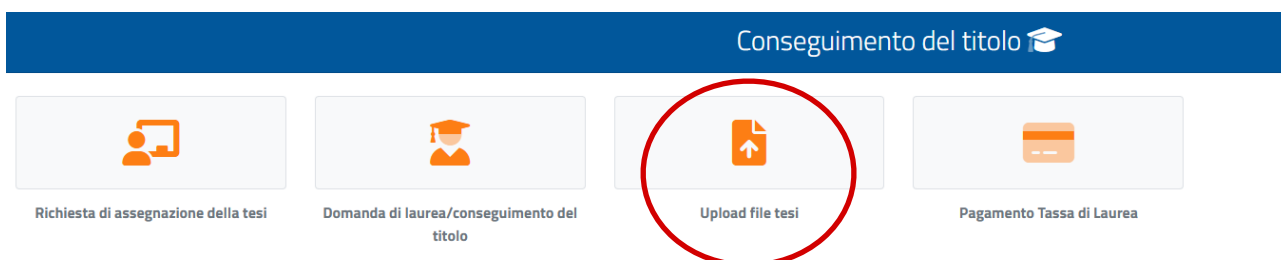
The next screen will allow you to check your registered exams, update your thesis details, and select the graduation session of interest.

You can give your consent to share personal data with third parties to receive job offers and confirm the entered details to complete this phase.



In the "Graduation" (Conseguimento del Titolo) menu, click the "Pay Graduation Fee" (Pagamento Tassa di Laurea) button. On the next page, select the fee to pay and choose one of the available options at the bottom of the page to proceed with the payment.

Once the payment for the final diploma fee is complete, you will be able to upload your final thesis in the "Graduation" section using the "Upload thesis file" (Upload file tesi) link.



Upload file tesi 

Dati della carriera

Matricola

Corso di studi

Ultima iscrizione
2024/2025

Dati della Tesi

Titolo (in italiano)

Titolo (in inglese)

☐ Consenti la consultazione

Parole chiave in Italiano

Parole chiave in Inglese

Carica i File

Scegli file

Browse

CONFERMA

Tesi già firmate 

A form will open to submit the data and file; at this stage, it is possible to modify the thesis title.

The "Allow thesis consultation" field is optional, but if selected, the "Abstract" and "Abstract ENG" fields must be completed.

Select the file from your device. The file must be strictly in PDF format, then click "Confirm" to upload the file.

Check the final summary and click "Confirm" again to definitively submit the thesis.

Afterward, the system will generate a submission receipt for the application.

Domanda di laurea/conseguimento del titolo 

Ricevuta di invio dell'istanza

L'istanza è stata inviata con successo in data

SCARICA LA RICEVUTA



UNIVERSITÀ
DEGLI STUDI DELLA
TUSCIA

DIPARTIMENTO
DI SCIENZE GIURIDICHE,
SOCIALI E PEDAGOGICHE

Deadlines and Requirements

The degree application must be submitted at least 40 days before the start of the chosen graduation session. To submit the application, you must have no more than 3 exams remaining (excluding the final exam/thesis defense; in addition to exams, all other educational activities—such as Additional Knowledge/internships/traineeships—count as exams).

You will be considered to have withdrawn from the graduation session if you fail to complete all required steps: passing all exams, uploading the final thesis, completing the AlmaLaurea questionnaire, and paying the required fee.

