



# Master Course Enrollment – Step-by-Step Guide




The enrollment procedure to a master course consists of the following steps:

- 1. Step 1: Register / Sign-In using UniTN Account**
- 2. Step 2: Enroll to a Single UniTN Course**



## 1.1 Connect to UniTN Single Courses Enrollment Website

[https://webapps.unitn.it/Apply/en/Web/GoHome/stu/CsDICAM\\_24-25](https://webapps.unitn.it/Apply/en/Web/GoHome/stu/CsDICAM_24-25)



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[login](#)  
Italiano **myunitn**

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Studenti

Authentication info

To access the UniTrento online procedure, identify yourself using the proper credentials: if you are **italian, 18 years or older** you can only access with your **SPID** identity or **CIE** (electronic ID card):

**Entra con SPID**

**Entra con CIE**

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In case you **already have** a [guest.unitn.it](#) account because you have previously entered any UniTrento application, be informed that **you can't register again**.

If you have **forgotten your password** and/or your provisional guest username kindly use "Retrieve" button.

<p style="font-size: small; margin: 0;">Are you <b>under 18</b>? Register a "guest" type account</p>	<div style="background-color: #92d050; color: white; padding: 5px 15px; border-radius: 3px; width: 100%;">Register</div>
<p style="font-size: small; margin: 0;"><b>Foreigner</b> or without Italian document (Tax Code <i>and</i> ID card)? Register a "guest" type account</p>	<div style="background-color: #92d050; color: white; padding: 5px 15px; border-radius: 3px; width: 100%;">Register</div>
<p style="font-size: small; margin: 0;"><b>Already have an UniTrento account?</b> Use it to login</p>	<div style="background-color: #92d050; color: white; padding: 5px 15px; border-radius: 3px; width: 100%;">Login</div>
<p style="font-size: small; margin: 0;"><b>Can't remember your username or password?</b> Retrieve them</p>	<a href="#" style="color: #4a7ebb; text-decoration: none; font-size: small;">Retrieve</a>

Read the [data processing disclosure](#).

Do you need help? Consult the [UniTrento ServiceDesk](#) portal

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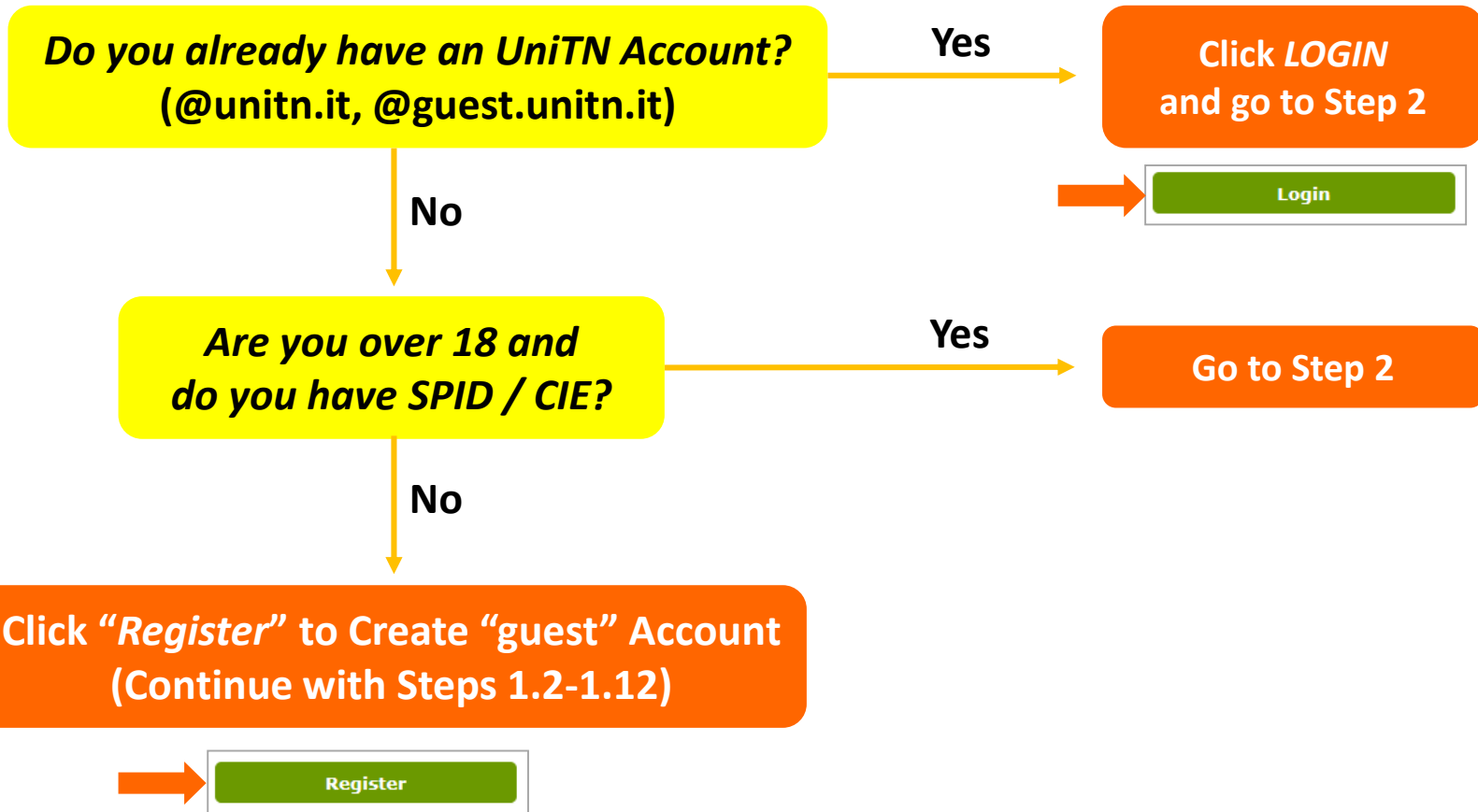
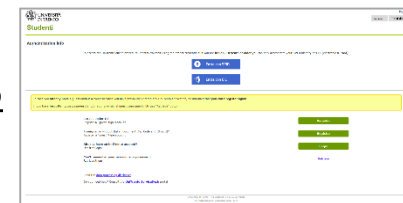


# Master Course Enrollment: **Step 1** Register / Sign-In using UniTN Account



## 1.1 Connect to UniTN Single Courses Enrollment Website

[https://webapps.unitn.it/Apply/en/Web/GoHome/stu/CsDICAM\\_24-25](https://webapps.unitn.it/Apply/en/Web/GoHome/stu/CsDICAM_24-25)



# Master Course Enrollment: **Step 1** Register a “guest” UniTN Account

## 1.2 Click on “Register”

Foreigner or without Italian document (Tax Code *and* ID card)?  
Register a “guest” type account

Register

## 1.3 Click “No”

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### Registration

#### Step 1

In accordance with Italian legislation, the registration of a “guest” account on public administration websites, like that of the University, is only possible for people under 18 years old or without Italian document (Tax Code *and* ID card). In all other cases, access must be assured using SPID credentials or the CIE (electronic ID card) issued by the government. For more information: <https://www.spid.gov.it> e <https://www.cartaidentita.interno.gov.it>

Do you have an Italian Tax Code and an Italian ID card?  Yes  No

An orange arrow points to the "No" radio button.

## 1.4 Enter your personal e-mail address and click “Continue”

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### Registration

#### Step 1

In accordance with Italian legislation, the registration of a “guest” account on public administration websites, like that of the University, is only possible for people under 18 years old or without Italian document (Tax Code *and* ID card). In all other cases, access must be assured using SPID credentials or the CIE (electronic ID card) issued by the government. For more information: <https://www.spid.gov.it> e <https://www.cartaidentita.interno.gov.it>

Do you have an Italian Tax Code and an Italian ID card?  Yes  No

Enter a personal email address (not a temporary one, like those issued by schools or employers, nor one shared with other people): you will receive instructions on how to register for a UniTrento “guest” account.

Continue

An orange arrow points to the email input field.

# Master Course Enrollment: Step 1 Register a “guest” UniTN Account

## 1.5 The following message will be shown asking to check your e-mail account

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### Registration

**Successful registration!**

Check your email account: you will find the instructions to continue your registration for UniTrento.

NOTE: if you do not receive any message within a few minutes, try and check the spam or undesired email folders: our email may have been wrongly stored in one of these folders.

Should you still not receive any message, please register again and check to carefully enter your email address. If troubles persist, please [contact our HelpDesk](#).

exit

## 1.6 Click the link in the received e-mail with subject “UniTrento - email address registration”

发件人: [registration@unitn.it](mailto:registration@unitn.it)  
发送时间: 2023-03-14 15:49:49 (星期二)  
收件人: [xidian.edu.cn](mailto:xidian.edu.cn)  
抄送:  
主题: UniTrento - email address registration

To complete registration of a provisional (“guest”) account to access the UniTrento online services, now enter your personal data on page <https://webapps.unitn.it/Registration/en/Web/Register/a33a9991-c7430f70de21>

If you do not intend to continue with the registration or if you have not made any such request, please ignore this message.

Thank you for your collaboration!

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Account Service  
Service Desk  
Directorate of IT and Library Services  
Email: [account.help@unitn.it](mailto:account.help@unitn.it)  
Web: [icts.unitn.it](http://icts.unitn.it)

NB: this email is generated by an automatic service. Please do not reply to this address. It is not monitored.

**NOTE:** If you do not receive this e-mail check your spam folder or try with a different e-mail address



# Master Course Enrollment: Step 1 Register a “guest” UniTN Account

## 1.7 Enter your first name, last name, gender, date of birth, country and city of birth, then click “Continue”



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### Registration

#### Step 2

Enter your personal data carefully: errors can only be corrected by UniTrento staff, upon submitting a request to this end.

NB: if you have previously had a UniTrento account, the creation of a guest account will be blocked and you will need to seek assistance from the Help Desk.

**First name**  
Enter your complete given name as on passport:

**Last name**  
Enter your surname (family name) as on passport:

**Gender**  
 Male  Female

**Date of birth**  
Apr 18

**Where were you born?**  
Country of birth: CHINA  
City of birth: ShanXi

## 1.8 Check the data and, if correct, click “Confirm”

I have previously had a UniTrento account, the creation of a guest account will be blocked and you will need to seek assistance from the Help Desk.

#### Minimum data check

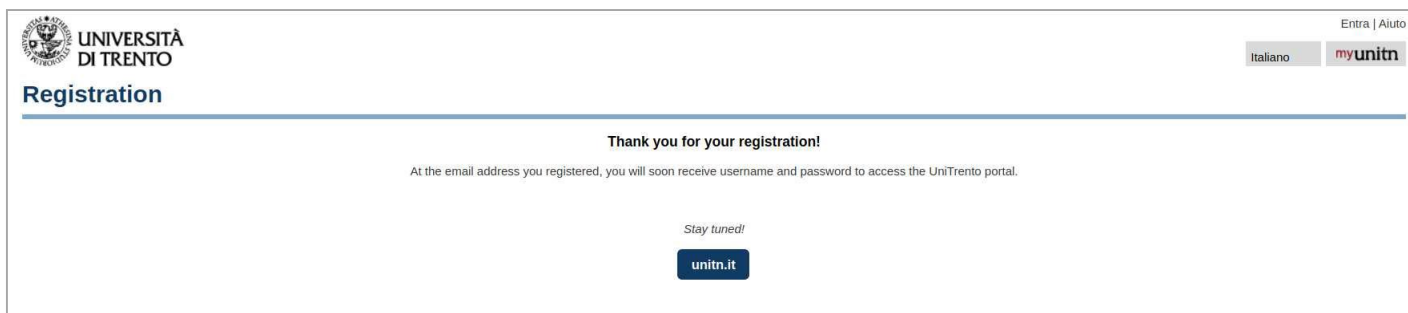
Carefully check the data entered; it must coincide with that shown on your identification document (passport or ID card).

First name: [REDACTED]  
Last name: [REDACTED]  
Gender: [REDACTED]  
Date of birth: [REDACTED]  
City of birth: [REDACTED]  
Country: [REDACTED]

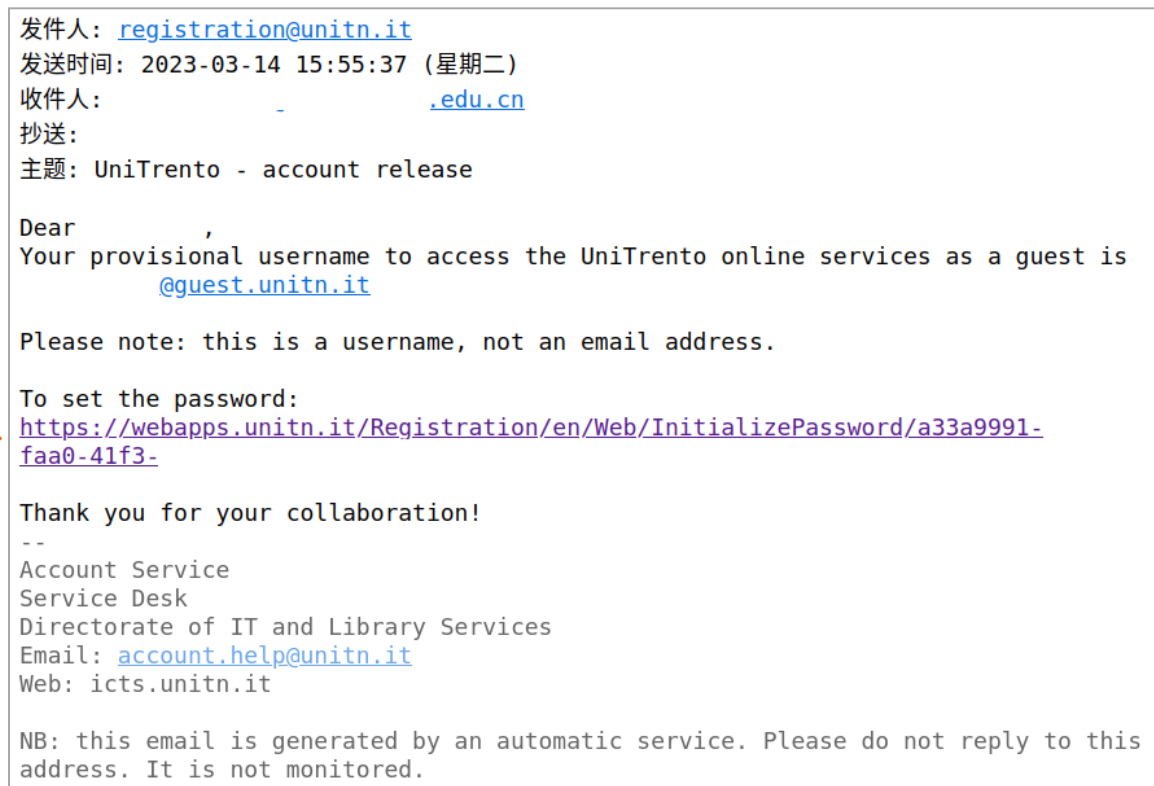
I have re-read and checked the data entered. I am aware that any errors may result in anomalies or delays in handling the procedures.

# Master Course Enrollment: Step 1 Register a “guest” UniTN Account

## 1.9 The following message will be shown asking to check your e-mail account



## 1.10 Click the link in the received e-mail with subject “UniTrento - account release”



**NOTE:** If you do not receive this e-mail check your spam folder or try with a different e-mail address

## 1.11 Type a new password and confirm it, then click “Save and Continue”

The screenshot shows the registration page for the University of Trento. At the top left is the university logo and name. At the top right are links for 'Entra | Aiuto', 'makro', and 'myunitn'. The main heading is 'Registration'. Below it is the section 'Choosing new password' with a sub-instruction: 'Enter immediately a new password (at least 8 characters including 1 non-alphabetic. Allowed characters: A-Z, a-z, 0-9, \*, /, +, -, ?, !, @#)'. There are two password input fields, both with masked characters. Two orange arrows point to these fields. Below the fields is a note: 'Clicking on "Save and continue" you will see a login screen. Enter immediately your username and password you just saved to ensure proper operation.' At the bottom are two buttons: 'save and continue' and 'cancel'.

## 1.12 Now you are fully registered and you can enroll to single courses offered at the University of Trento

**Step 1 completed!**





## 2.1 Connect to UniTN Single Courses Enrollment Website

[https://webapps.unitn.it/Apply/en/Web/GoHome/stu/CsDICAM\\_24-25](https://webapps.unitn.it/Apply/en/Web/GoHome/stu/CsDICAM_24-25)

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login

Italiano **myunitn**

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**Authentication info**

To access the UniTrento online procedure, identify yourself using the proper credentials: if you are **italian, 18 years or older** you can only access with your **SPID** identity or **CIE** (electronic ID card):

Entra con SPID

Entra con CIE

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In case you **already have** a [guest.unitn.it](#) account because you have previously entered any UniTrento application, be informed that **you can't register again**.

If you have **forgotten your password** and/or your provisional guest username kindly use "Retrieve" button.

Are you **under 18**?  
Register a "guest" type account

**Foreigner** or without Italian document (Tax Code *and* ID card)?  
Register a "guest" type account

**Already have an UniTrento account?**  
Use it to login

**Can't remember your username or password?**  
Retrieve them

Read the [data processing disclosure](#).

Do you need help? Consult the [UniTrento ServiceDesk](#) portal

Register

Register

Login

[Retrieve](#)

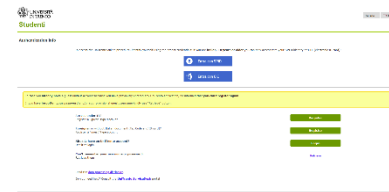
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# Master Course Enrollment: **Step 2** Enroll to a Single UniTN Course

## 2.2 Sign-In to UniTN Single Courses Enrollment Website

[https://webapps.unitn.it/Apply/en/Web/GoHome/stu/CsDICAM\\_24-25](https://webapps.unitn.it/Apply/en/Web/GoHome/stu/CsDICAM_24-25)



**Are you over 18 and do you have SPID / CIE?**

Yes

Click either on "Entra con SPID" or "Entra con CIE"

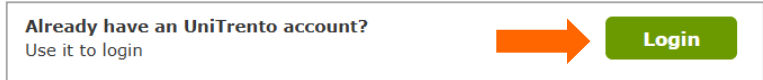


No

**Do you have an UniTN Account? (@unitn.it, @guest.unitn.it)**

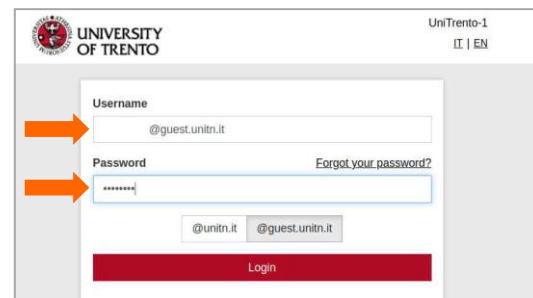
Yes

Click **LOGIN** and provide username & password



No

Go to Step 1 to Create "guest" account



**NOTE:** Pay attention to select the correct account type (@unitn.it or @guest.unitn.it)

## 2.3 Click “Create new application”

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Apply for enrollment in DICAM single classes a.y. 2024/2025

Fill in this application if you want to enroll in Single classes offered by Civil, Environmental and Mechanical Engineering Department (DICAM) for a.y. 2024/2025.

References

Info

Student Support Service Civil, Environmental and Mechanical Engineering

- Address: Via Mesiano, 77 - 38123 Trento
- Front desk on appointment:
  - in person Wednesday from 14.00 to 15.30
  - online with Zoom: Tuesday from 10.00 to 12.00
- Telephone: +39 0461 28 1971
- Email: supportostudentimesiano@unitn.it

Application list | MyApplications

Create new application

## 2.4 Fill all the sections of the application form by clicking on the “Modify” buttons on the right

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Apply for enrollment in DICAM single classes a.y. 2024/2025

During the academic year you may want to sign up to further single classes, paying the relevant fee. Send an email to the supportostudentimesiano@unitn.it specifying the details of the courses you want to add (course's name, code, credits).

Section	Status	Actions
Information notice on Personal Data Processing and Declarations	Not examined	Modify
Personal Data	Incomplete	Modify
Teaching activities	Not examined	Modify
Qualifications	Not examined	Modify
Additional information for tests and examinations (Inclusion service)	Not examined	Modify

Info Application

Incomplete application: you need to fill in all Sections before you can save and submit the application

Application ID: [redacted]

Personal information

Family name(s): [redacted]  
Given name(s): [redacted]  
Gender: [redacted]  
Date of birth: [redacted]  
Place of birth: [redacted]  
Email address: [redacted]

References

Info  
Contacts

See presentation | MyApplications

# Master Course Enrollment: Step 2 Enroll to a Single UniTN Course

**2.5** In the “Teaching activities” section, copy the course Name, ID, and Degree from ELEDIA @ UniTN website:

a) Open link: <https://www.eledia.org/eledia-unitn/course/>

b) Click on the page of the course and then click on the "Registration" tab

c) Copy the following information from the website

**Registration Procedure for EXTERNAL Students**

Step 1: Register a "guest" type account (@guest.unitn.it)

- Should you still not have a UniTN account, you have to register and log in with your SPID identity or CIE (electronic ID card). If you cannot use SPID or CIE, please **create your own UniTN account**.

Step 2: Enroll to a Single UniTN Course

- Complete the online application through the webpage **apply for enrollment in 'Standard' single classes a.y. 2024/2025**.  
In the application form (Section "Teaching Activities") put the following information:
  - Name of single class/teaching activity: **Machine Learning for Wireless Structural Health Monitoring**
  - Code of single class/teaching activity: **140683**
  - Degree course to which the teaching activity is associated: **[0331H] Ingegneria Civile**
- Once received the outcome of the application (1-3 days), login into **ESSE3** with your "guest" account user-name and password. Then, pay the bulletin you find in Administrative Office – Payments.

**Registration Procedure for UniTN Students**

Please contact the Student Support Office of your Department/Centre/School to include the course in your study plan.

**Registration Procedure for EXTERNAL Students**

Step 1: Register a "guest" type account (@guest.unitn.it)

- Should you still not have a UniTN account, you have to register and log in with your SPID identity or CIE (electronic ID card). If you cannot use SPID or CIE, please create your own UniTN account.

Step 2: Enroll to a Single UniTN Course

- Complete the online application through the webpage **apply for enrollment in 'Standard' single classes a.y. 2024/2025**.  
In the application form (Section "Teaching Activities") put the following information:
  - Name of single class/teaching activity: **Machine Learning for Wireless Structural Health Monitoring**
  - Code of single class/teaching activity: **140683**
  - Degree course to which the teaching activity is associated: **[0331H] Ingegneria Civile**
- Once received the outcome of the application (1-3 days), login into **ESSE3** with your "guest" account user-name and password. Then, pay the bulletin you find in Administrative Office – Payments.

**Name of single class/teaching activity\*\***  
Example: Advanced materials for Energy Engineering  
Machine Learning for Wireless Structural Health Monitoring

**Code of single class/teaching activity\*\***  
Example: 142568  
140683

**Degree course to which the teaching activity is associated\*\***  
example: [0123H] Management  
[0331H] Ingegneria Civile

**d) Finally, click "Add item" button**

# Master Course Enrollment: **Step 2** Enroll to a Single UniTN Course

## 2.6 Complete the application and finally click “Save and Submit” at the end of the page

Teaching activities


Name of single class/teaching activity	Code of single class/teaching activity	Degree course to which the teaching activity is associated
Machine Learning for Wireless Structural Health Monitoring	140683	[0331H] Civil Engineering

**Qualifications**

- Hereby I declare to hold the following degree:
- Please, choose the type of degree:
- Degree course:
- Graduation date:
- Graduation mark:
- University:
- University country:

**Additional information for tests and examinations (Inclusion service)**

- Do you need compensatory, dispensatory or aids for students with special needs, even temporary ones, to sit the final exam or any intermediate proficiency tests?:
- To request measures and / or aids to be adopted for the sitting of the final exam or any intermediate proficiency tests you have to:
  - present appropriate certification in the “Disability, SLDs and Special Needs Declaration” which can be accessed with the same credentials used to access this online procedure.
  - contact [UniTrento Student Community Inclusion Service](#) specifying the selection procedure you wish to participate in.



**Save and Submit**   **Go Back to the Application**

**2.7** Once you have completed and submitted the online form, you will immediately receive a confirmation email from “noreply-is@unitn.it” (if you don’t find it, check also SPAM folder), mail subject is like “Apply for enrollment in DICAM single classes a.y. 2024/2025 - domanda ID 12345 – Name Surname”.

Forward this email to [didattica@eledia.org](mailto:didattica@eledia.org)

**2.8** Wait for the outcome of your application (1-3 days), you will be contacted by mail from “Supporto Studenti Mesiano” <[supportostudentimesiano@unitn.it](mailto:supportostudentimesiano@unitn.it)>

**2.9** Finally, login into ESSE3 (<https://www.esse3.unitn.it/Home.do>) with your UniTN account and pay the bulletin you find in section “Administrative Office – Payments”

**Step 2 completed!**