

INFORMATION

Secretariat

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On the web: <http://www.alfonsiana.org>

Office hours: weekdays from 9.30 to 12.30 (Wednesday and Saturday: closed), from September 2, 2019 through June 30, 2020.

The Secretariat remains closed during the Christmas and Easter Holidays.

How to register

Registrations may be made from September 2 to October 21, 2019 and from January 22 to February 21, 2020. All non-Italian students registering for the first time must pass an Italian language competency exam (before the opening of the Academic Year).

Documents required for the licentiate

- registration form (supplied by the Secretariat);
- original, detailed and complete transcript of credits or certificate for the baccalaureate in theology or other institutional course (philosophy and theology);
- letter of introduction/permission by the proper ecclesiastical/religious superior and, when necessary, a copy of *Celebret* (for diocesan priests);
- proof of proficiency in Latin, biblical Greek and a modern language (other than the native language and Italian);
- proof of proficiency in Italian: at least A2 level of the CEFR;
- 2 passport-size photographs;
- photocopy of passport;
- photocopy of Italian residence permit.

Documents required for the doctorate

- admission request form (supplied by the Secretariat);
- original, detailed and complete transcript of studies for the licentiate;
- copy of the licentiate thesis;
- letter of introduction/permission by the proper ecclesiastical/religious superior and, when necessary, a copy of *Celebret* (for diocesan priests);
- proof of proficiency in Latin, biblical Greek and **two** modern languages (other than the native language and Italian);
- proof of proficiency in Italian: at least A2 level of the CEFR;
- 2 passport-size photographs;
- photocopy of passport;
- photocopy of Italian residence permit.

The Alphonsian Academy requires a residence in Rome of at least one semester.

FOR DETAILED INFORMATION, PLEASE REFER TO THE
ORDO BIENNIO ACCADEMICO 2019-2021.

PAYMENT

The registration fee includes admission to lectures, examinations, student ID card and access to the Academy library.

For full time ordinary students registered for the biennium, the tuition fee also includes a subscription to the journal *Studia Moralia*.

Biennium for Licentiate	One installment	Two installments*	
		1st install.	2nd install.
Annual registration 1 st year	€ 1.910,00	€ 970,00	€ 960,00
Annual registration 2 nd year	€ 1.980,00	€ 1.000,00	€ 1.000,00

Discount for those who pay in one installment:

before 30/09/2019 (1st sem.)

or before 31/01/2020 (2nd sem.) € 50,00

Delay in annual registration € 55,00

Biennium for Doctorate	One installment	Two installments*	
		1st install.	2nd install.
Registration for biennium	€ 2.070,00	€ 1.050,00	€ 1.040,00

Biennium for Diploma

Annual registration € 1.110,00

Registration per Course

Extraordinary Students € 100,00

Guest Students € 90,00

* The registration at the Academy can be done either in the 1st semester, or in the 2nd semester. The registration can be paid in two installments:

- for those who register for the 1st semester
 - first installment is to be paid by October 21, 2019
 - the balance is to be paid by February 21, 2020
- for those who register for the 2nd semester
 - first installment is to be paid by February 21, 2020
 - the balance is to be paid by October 19, 2020

MODE OF PAYMENT

Payment of the registration fee should be made by funds transfer to “Accademia Alfonsiana”, Banca Popolare di Sondrio, Agenzia 11 di Roma, IBAN: IT14C0569603200000005386X61 SWIFT: POSO IT 22. Please indicate in the **reason for payment** surname, the academic year, the amount being paid and whether it refers to the first or second installment. Having made the payment, students must deposit a copy of the transaction in the bursar’s office of the Alphonsian Academy. If unable to make the transfer you can also pay by check or cash.

Registrations will not be accepted after October 31, 2019, for the 1st semester, and after February 28, 2020, for the 2nd semester.