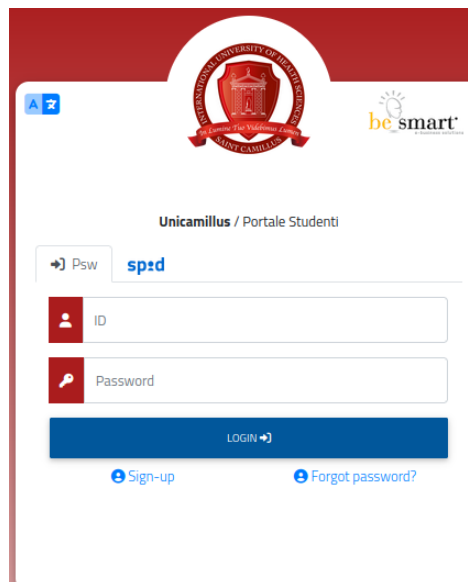


IDENTIFICATION GUIDE

This guide is addressed to students who cannot activate SPID. In the case of underage students, please note that the following procedure must be carried out by the parent or person exercising parental authority.

N.B. Please have a valid identity document and a passport-size digital photo at hand.

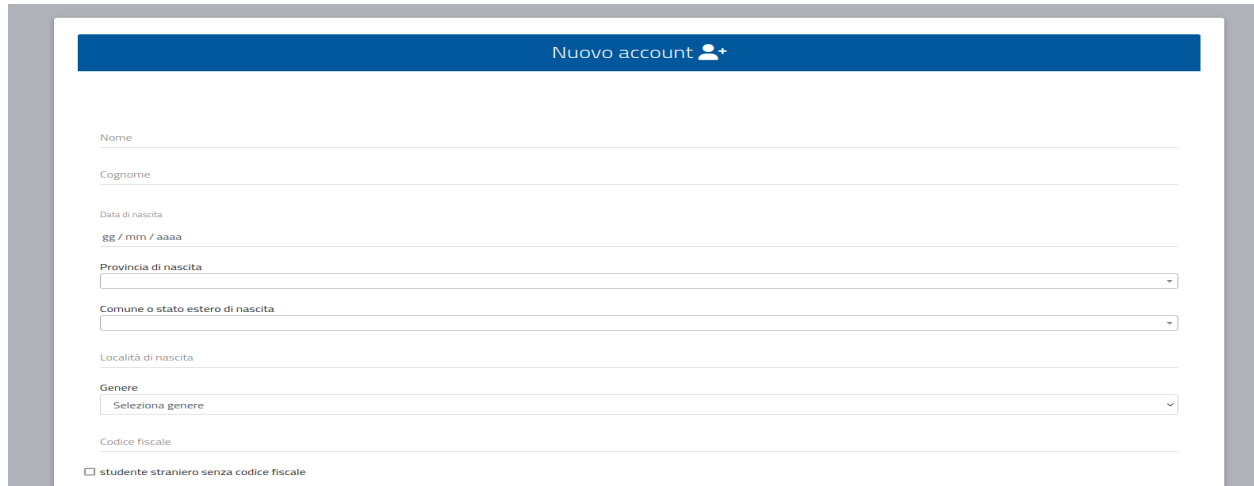
1. Click here <https://unicamillus-studenti.gomp.it/Login/Index> (Gomp student portal).
2. Do the registration by clicking on “Sign-up”. **If you have already signed up for the portal, continue from step 4 (if, for example, you had previously pre-registered).**



The screenshot shows the login page for the Unicamillus Student Portal. At the top, there is a red header with the university's logo and the text "UNIVERSITY OF HEALTH SCIENCES SAINT CAMILLUS". Below the header, the page title is "Unicamillus / Portale Studenti". The main content area contains a login form with the following elements:

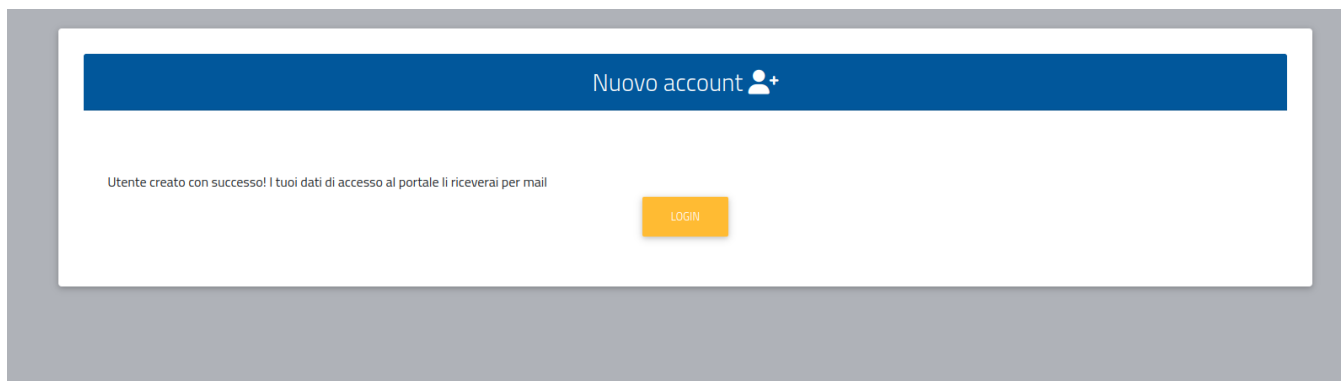
- A "Psw" field with the value "sp:d".
- An "ID" field.
- A "Password" field.
- A blue "LOGIN" button.
- Links for "Sign-up" and "Forgot password?".

3. You will be redirected to the sign-up page, where you have to enter all your personal data, which must be confirmed by clicking on the "Next" button. Foreign-born students will need to select the "Foreign country" option in the "Province of birth" section and select the phrasing "Foreign student without tax identification number."



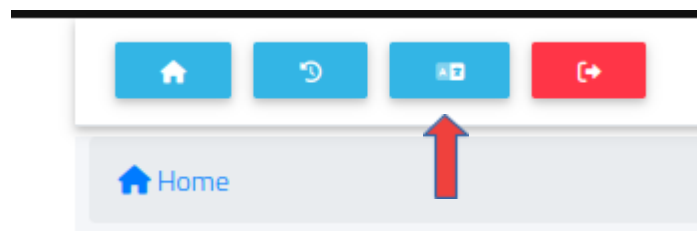
The screenshot shows a sign-up form titled "Nuovo account" with a user icon. The form includes the following fields: "Nome", "Cognome", "Data di nascita" (with a date format "gg / mm / aaaa"), "Provincia di nascita" (a dropdown menu), "Comune o stato estero di nascita" (a dropdown menu), "Località di nascita", "Genere" (with a "Seleziona genere" dropdown), and "Codice fiscale". At the bottom, there is a checkbox labeled "studente straniero senza codice fiscale".

4. Once the sign-up procedure is completed, you will be emailed credentials to access your personal area, which you should not reveal to anyone.



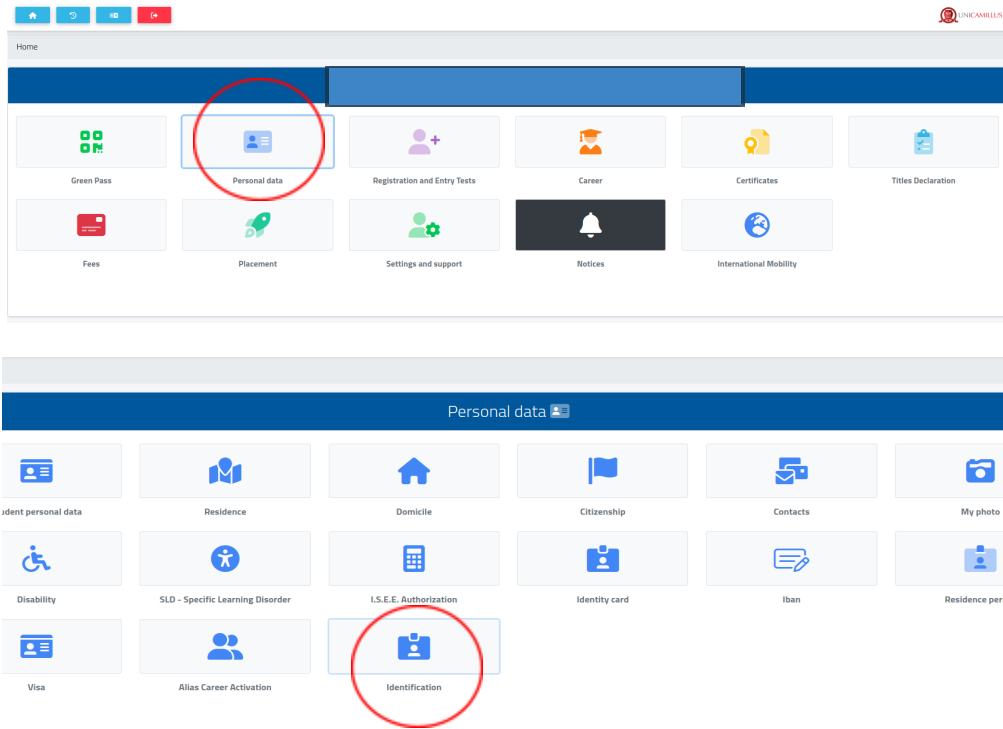
The screenshot shows a success message on the "Nuovo account" page. The text reads: "Utente creato con successo! I tuoi dati di accesso al portale li riceverai per mail". Below the message is a yellow "LOGIN" button.


5. Log in to your personal area on the student portal by inserting your credentials (<https://unicamillus-studenti.gomp.it/Login/Index>). If you wish to switch language, click on the third blue button on the left.

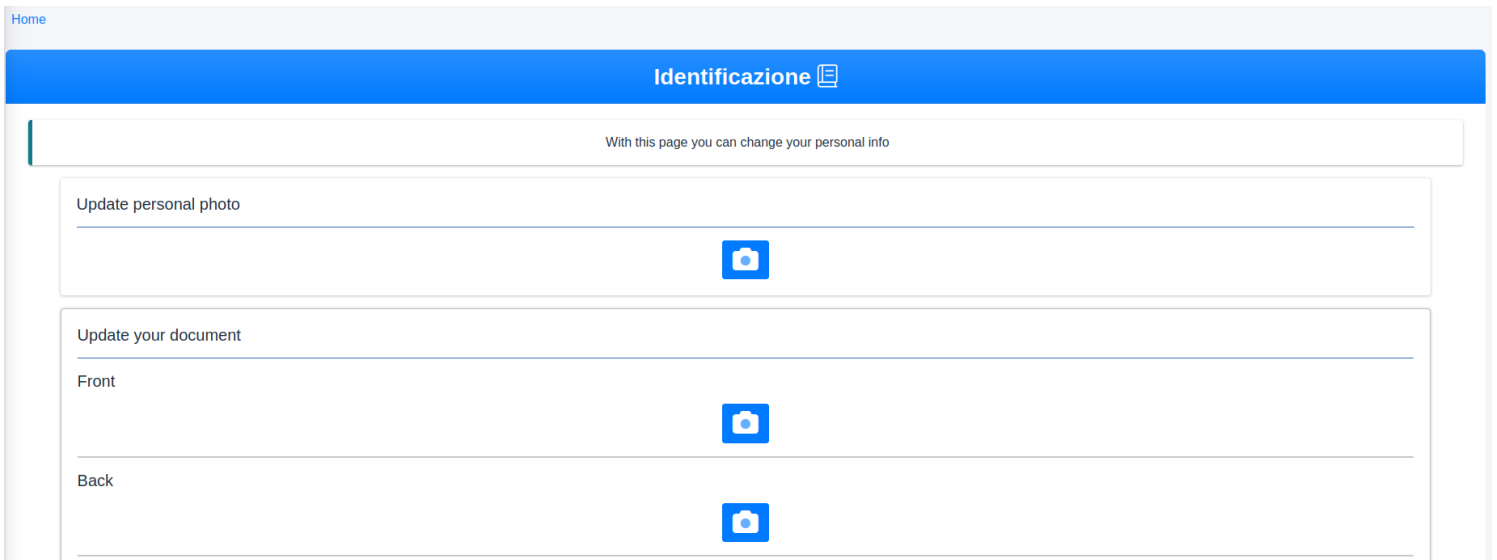


Please note: If you need to retrieve your credentials, email us at office@unicamillus.org specifying your name, surname and degree course.

6. At the “Personal Data” section, click on “identification”:



7. At the following section, click on the bottom  and upload a live close-up photo of the front face (like a selfie) and your ID document front and back.



8. Put the required data related to your ID document.

Body which issued the document <input type="text" value="Ente o comune che ha rilasciato il documento"/>	ID Document <input type="text" value="Inserisci il numero del documento"/>
Release date <input type="text" value="25/05/2023"/>	Expired date <input type="text" value="25/05/2023"/>
Tipologia del documento <input type="text" value="Other"/>	

Update phone number

Phone Number

9. Now put your telephone number paying attention to the area code (e.g. Italy: + 39).

Update phone number

Phone Number

- Isle of Man +44
- Israel (ישראל) +972
- Italy (Italia) +39
- Jamaica +1
- Japan (日本) +81

Click on “send data”. Please note that the phone number you put will be the one to which the OTP code will be sent for the identification.

10. You will be directed to the following page and you will have to put the OTP code received by text message. Click on “concludi”.



Home

Identificazione

Inserire il codice OTP ricevuto via SMS al numero abbinato al profilo utente

INDIETRO CONCLUDI

11. After your data has been correctly submitted. The Registrar's Office will proceed with identification. If it confirms your identity, you will receive a text message and a confirmation e-mail. Otherwise, you will receive an email with the reason for rejection, at which point you can make a new request.

FOR INFO PLEASE CALL THE STUDENT OFFICE AT +39 06400640 OR EMAIL THEM AT office@unicamillus.org