

## ESSE3 REGISTRATION GUIDE

Go to <https://unical.esse3.cineca.it>

# REGISTRATION



## University of Calabria's ESSE3 Web Services Portal

This page is the starting point to access the University of Calabria's Esse3 Web Services.

### How to access ESSE3 Web Services Portal:

**Students:** use as your username the tax code in uppercase or lowercase and as your password the one used to access the University's services (Wifi, etc.).

If you forgot your login details, use the 'Forgot your password' link, which you can select from the top right menu.

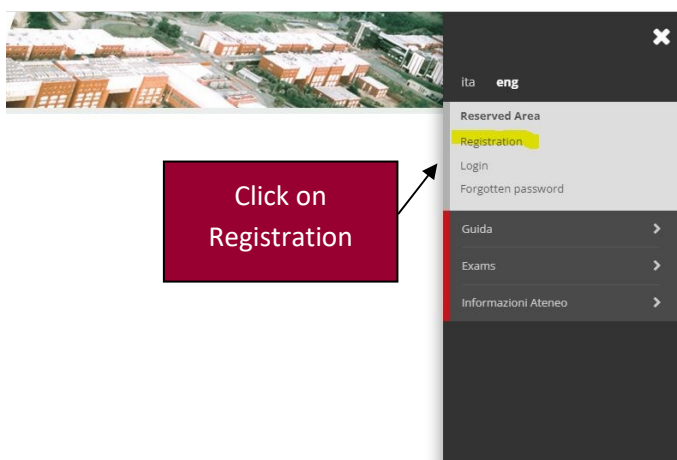
Notice for students enrolled in Bachelor's, Master's and five-year Master's degrees:

Requests to [servizididattici@unical.it](mailto:servizididattici@unical.it) must be sent from your institutional mail account (tax\_code@studenti.unical.it).

Emails sent from a personal email account will have a lower priority, will receive only general answers, and will not lead to any ESSE3 data intervention.

**Teachers:** use SOLDI service login details entering your Staff ID Number without leading zeros. To change your password, use the SOLDI service.

Click on Menu



## Web Registration

Through the following pages, you can proceed with the registration on the website. Once you complete registration, you will receive a username and a password that will allow you to access the system to change the information you need to fill in: \*Personal data \*Tax code \* Addresses: Permanent address and Current address\* Contact details: email, fax, phone number.

Activity	Section	Info	Status
A - Web Registration			
	Personal data		
	Permanent Address		
	Current Address		
	Contact details		
	Create your Password		
	Login Details		
	User Registration Summary		

Web Registration

Click on Web  
Registration



1 2 3 4 ... >>

## Registration: Personal data

This page shows the user's personal data and place of birth form to fill in or to modify.

Personal data

Name*	UTENT
Family Name*	PROV
Date of birth*	01/01/2000 <small>(dd/mm/yyyy)</small>
Gender*	<input checked="" type="radio"/> Male <input type="radio"/> Female
Nationality*	ETHIOPIA
Country*	Ethiopia
City not listed*	Etiopia
Italian Tax Code*	PRVTNT00A012315G <small>(automatically calculated)</small>

Back Forward

Enter the requested data, then click on Forward

1 2 3 4 ... >>

## Registration: Permanent address

The page shows the form for entering and modifying the user's permanent address.

Permanent address

Country*	Ethiopia
The town entered was not found among those listed.*	Etiopia
ZIP CODE	
	<small>If in Italy</small>
Locality	
Address*	Street <small>(street, square, road)</small>
Street no.*	1
Permanent address start date*	01/03/2023 <small>(gg/mm/aaaa)</small>
Telephone*	33333333
Current address is the same as permanent address*	<input checked="" type="radio"/> Y <input type="radio"/> N

Back Forward

Start date of your residence at the indicated address.

Enter the requested data, then click on Forward



## Registration:Contact details

The page shows the form for entering and modifying the user's delivery details.

Contact details

<b>Email*</b>	provutent@gmail.com
<b>International dialling code</b>	+44 <small>(international dialling code - number)</small>
<b>Mobile phone</b>	333333333 <small>Maximum length 16 characters including the international dialling code</small>
<b>Privacy*</b>	I agree to the handling of my Personal Data pursuant to art. 7 of Leg. decree no. 196 of 30 June 2003 <input checked="" type="radio"/> Y <input type="radio"/> N
<b>Notifications*</b>	I agree to the transmission of my Personal Data in compliance with current legislation <input checked="" type="radio"/> Y <input type="radio"/> N
<b>Disclosure of personal data*</b>	I agree to the disclosure of my Personal Data in compliance with current legislation <input checked="" type="radio"/> Y <input type="radio"/> N
<b>SMS*</b>	I agree to receive, on my mobile phone, SMS about University activities like events and presentations <input checked="" type="radio"/> Y <input type="radio"/> N

Back Forward

Enter the  
requested data,  
then click on



## Registration:Create your password

You can create your personal password on this page.

All the spaces at the beginning and end of the password will be eliminated.

**WARNING:** the password entered must meet the following requirements:

- there must be at least 8 characters
- there must be at least 1 characters of the set 0-9
- there must be at least 1 characters of the set A-Z
- it must not contain sequences of consecutive equal characters
- there must be at least 1 characters of the set +!\$\_./&
- there must be no more than 20 characters
- there must be at least 1 characters of the set a-z

Follow the requirements  
for choosing a password.

Create your password

<b>Password*</b>	*****
<b>Confirm password*</b>	*****


Back Forward

## Registration:Registration Summary

The information entered in the previous sections can be reviewed on this page.


### Personal Data

Name	UTENT
Family Name	PROV
Patronymic	
Gender	Male
Date of birth	01/01/2000
Nationality	ETHIOPIA
Country of birth	Ethiopia
The Town/City entered was not found among those listed.	Etiopia
Italian Tax Code	PRVTNT00A01Z315G
Marital status	

 [Edit Personal Data](#) Use the link to edit Personal Data


### Permanent address

Country	Ethiopia
Town/City not listed	Etiopia
ZIP CODE	
Locality	
Address	Street
Street no.	1
Phone number	33333333
Current address is the same as permanent address	Y

 [Edit Permanent Address](#) Use the link to edit Permanent Address

[Indietro](#) [Conferma](#)

Check the data and then  
Confirm

 << ... 4 5 7 6

## Registration:Registration completed

All the required information has been entered correctly. To access your new Personal Area, you must login using the login details showed below. We recommend you save this i

### Login Details

Name	UTENT
Family Name	PROV
E-Mail	provutent@gmail.com
Username	prvtnt00a01z315g
Alias	
Password	

 Your login details have been sent successfully to the e-mail address you provided:

[Login](#)  
[Print](#)  
[Exit](#)

Registration has ended. Log in to  
your account by clicking on Login