



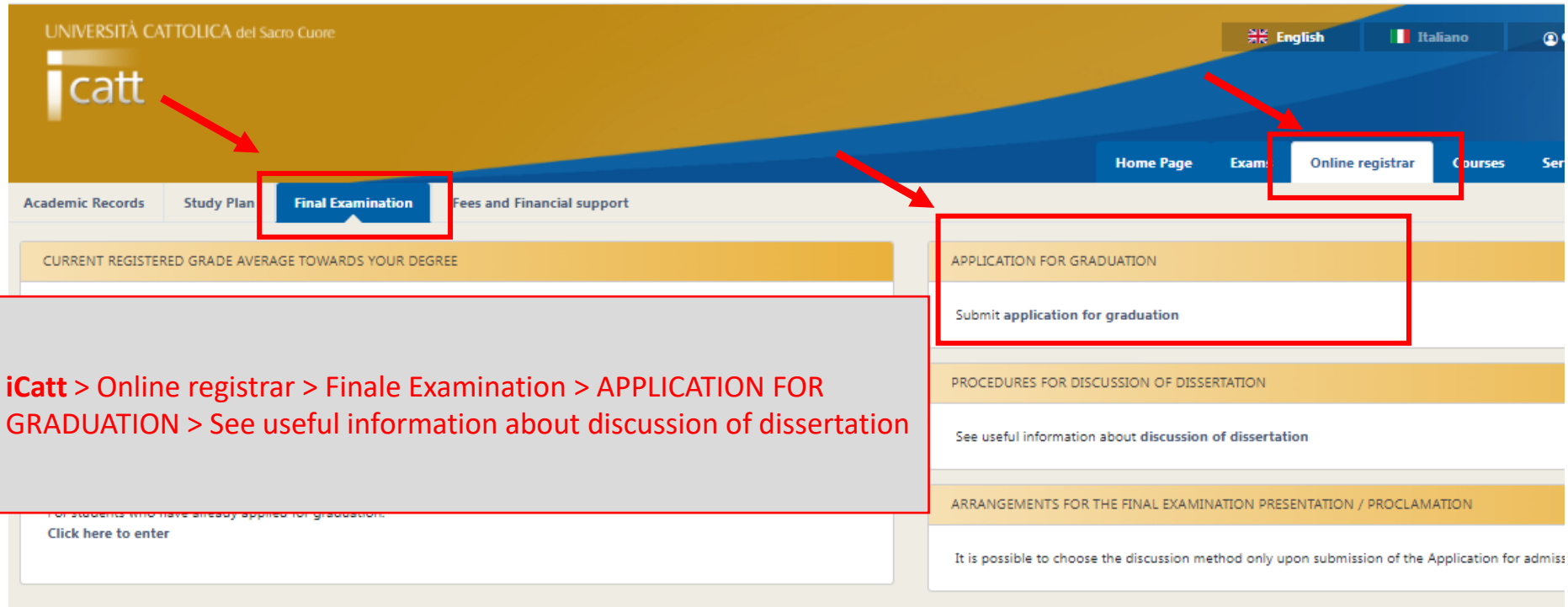
UNIVERSITÀ
CATTOLICA
del Sacro Cuore

GRADUATION PORTAL

Student Tutorial

Latest update 01/05/2024

GRADUATION PORTAL – Application for Graduation



The screenshot shows the iCatt Graduation Portal interface. Red arrows indicate the navigation path: from the 'iCatt' logo to the 'Final Examination' menu item, then to the 'Online registrar' link in the top navigation bar, and finally to the 'APPLICATION FOR GRADUATION' section. A red box highlights the 'Final Examination' menu item, and another red box highlights the 'Online registrar' link. A third red box highlights the 'APPLICATION FOR GRADUATION' section, which contains a 'Submit application for graduation' button. A fourth red box highlights the 'PROCEDURES FOR DISCUSSION OF DISSERTATION' section, which contains a link to 'See useful information about discussion of dissertation'. A fifth red box highlights the 'ARRANGEMENTS FOR THE FINAL EXAMINATION PRESENTATION / PROCLAMATION' section, which contains a link to 'Click here to enter'.

UNIVERSITÀ CATTOLICA del Sacro Cuore

English Italiano

Home Page Exam Online registrar Courses Ser

Academic Records Study Plan **Final Examination** Fees and Financial support

CURRENT REGISTERED GRADE AVERAGE TOWARDS YOUR DEGREE

APPLICATION FOR GRADUATION

Submit application for graduation

PROCEDURES FOR DISCUSSION OF DISSERTATION

See useful information about discussion of dissertation

ARRANGEMENTS FOR THE FINAL EXAMINATION PRESENTATION / PROCLAMATION

It is possible to choose the discussion method only upon submission of the Application for admission

iCatt > Online registrar > Final Examination > APPLICATION FOR GRADUATION > See useful information about discussion of dissertation

For students who have already applied for graduation:
Click here to enter

GRADUATION PORTAL – Application for Graduation



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Graduate programmes



Submit the topic

Step 1

Final examination topic submission



Check personal data, exams passed, choose the course and the reference professor/lecturer, enter the title and wait for approval.

1

Pay graduation fee

Step 2

Payment of the graduation fee



Proceed with the payment of the graduation fee and after Submit the graduation application (next STEP)

2

Submit the application

Step 3

Submit the application for admission



Submit the graduation application, respecting the deadlines for each session.

3

GRADUATION PORTAL – Application for Graduation



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Undergraduate
programmes
2 STEP

The screenshot shows the 'Admission to final examination' page of the Università Cattolica portal. At the top, it says 'final examination' and 'UNIVERSITÀ CATTOLICA'. The main heading is 'Admission to final examination' with a button '+ Submit application for final examination'. Below this is an 'Attention' section with a warning: 'Before submitting your request, please contact a professor/lecturer, check his/her availability and agree on the topic'. Two steps are listed: 'Step 1 Payment of the graduation fee' (with a trophy icon) and 'Step 2 Submit the application for admission' (with a key icon). Two callout boxes are overlaid on the screenshot: Box 1, titled 'Pay graduation fee', details 'Step 1 Payment of the graduation fee' and instructs to 'Proceed with the payment of the graduation fee and after Submit the graduation application (next STEP)'. Box 2, titled 'Submit the application', details 'Step 2 Submit the application for admission' and instructs to 'Submit the graduation application, respecting the deadlines for each session.' The callout boxes are numbered 1 and 2 in orange starburst shapes.

Pay graduation fee

Step 1
Payment of the graduation fee

Proceed with the payment of the graduation fee and after Submit the graduation application (next STEP)

Submit the application

Step 2
Submit the application for admission

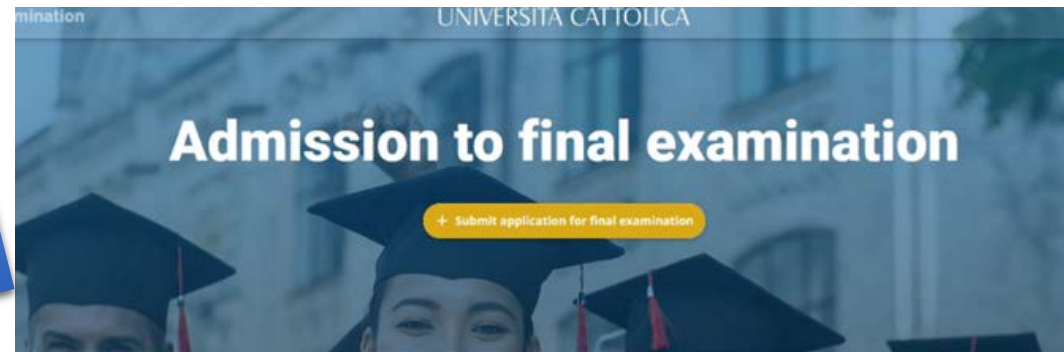
Submit the graduation application, respecting the deadlines for each session.

GRADUATION PORTAL – Application for Graduation



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Undergraduate
programmes
3 STEP



Attention

Before submitting your request, please contact a professor/lecturer, check his/her availability and agree on the topic

Step 1



Step 2



Step 3



Submit the topic

Step 1

Final examination topic submission



Check personal data, exams passed, choose the course and the reference professor/lecturer, enter the title and wait for approval.

1

Pay graduation fee

Step 2

Payment of the graduation fee



Proceed with the payment of the graduation fee and after Submit the graduation application (next STEP)

2

Submit the application


Step 3

Submit the application for admission



Submit the graduation application, respecting the deadlines for each session.

3

 Admission to final examination


UNIVERSITÀ CATTOLICA


Admission to final examination


+ Submit application for final examination

Attention

Before submitting your request, please contact a professor/lecturer, check his/her availability and agree on the topic

Step 1
Final examination topic submission

Check personal data, exams passed, choose the course and the reference professor/lecturer, enter the title and wait for approval.
[▶ See](#)

Step 2
Payment of the graduation fee

Proceed with the payment of the graduation fee and after Submit the graduation application (next STEP)
[▶ See](#)

Step 3
Submit the application for admission

Submit the graduation application, respecting the deadlines for each session.
[▶ See](#)

WARNING!

Before submitting your request:

- contact a professor;
- check his/her availability;
- agree on a topic.

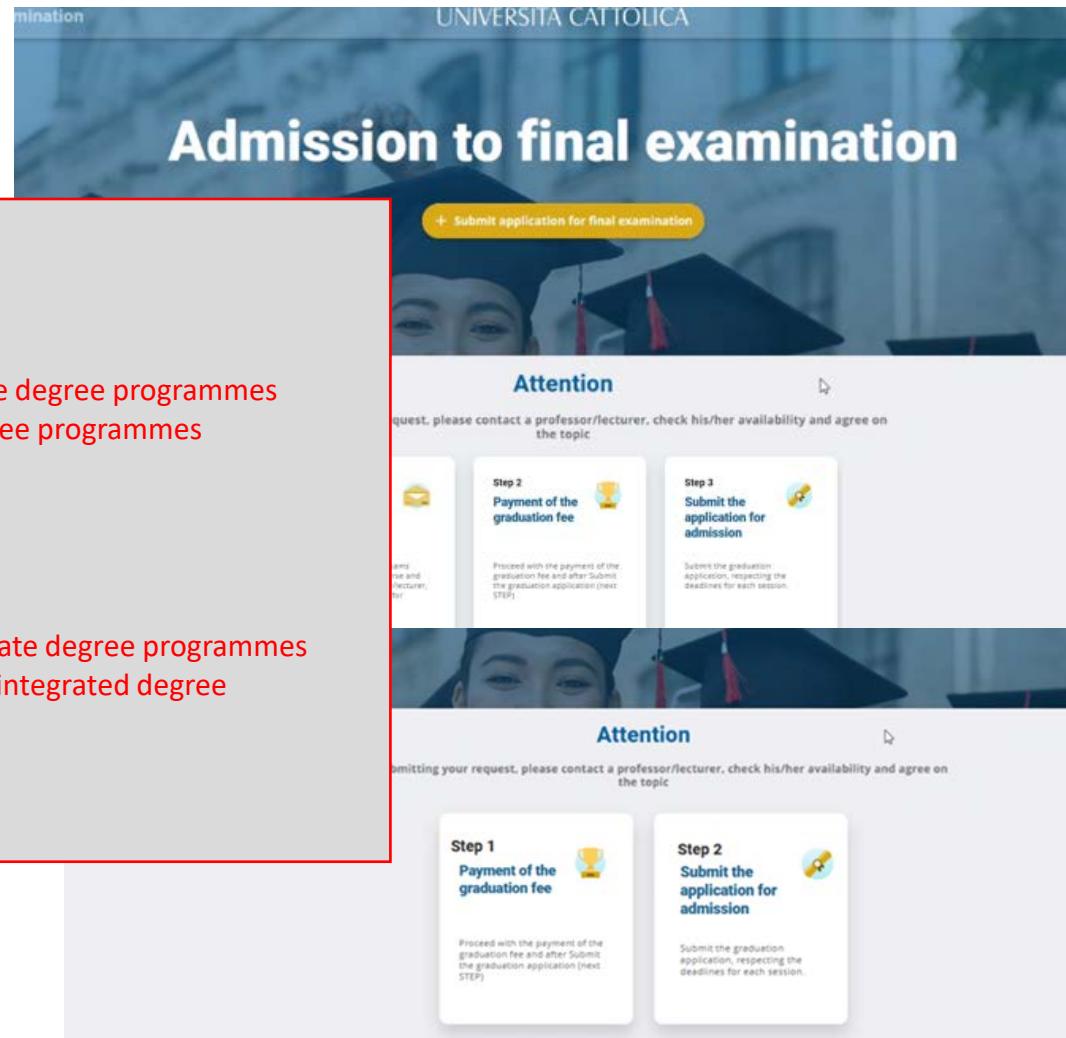


A. Pay the graduation fee

- **Step 1** Undergraduate degree programmes
- **Step 1** Graduate degree programmes

B. Submit the application

- **Step 2/3** Undergraduate degree programmes
- **Step 2** Graduate and integrated degree programmes



The screenshot shows the 'Admission to final examination' page on the Università Cattolica portal. At the top, there is a yellow button labeled '+ Submit application for final examination'. Below this, an 'Attention' section contains text: 'request, please contact a professor/lecturer, check his/her availability and agree on the topic'. The page is divided into two main steps, each with an icon and a description:

- Step 2: Payment of the graduation fee** (trophy icon): Proceed with the payment of the graduation fee and after Submit the graduation application (next STEP).
- Step 3: Submit the application for admission** (key icon): Submit the graduation application, respecting the deadlines for each session.

Below this, another 'Attention' section repeats the text: 'Submitting your request, please contact a professor/lecturer, check his/her availability and agree on the topic'. At the bottom, there are two more steps:

- Step 1: Payment of the graduation fee** (trophy icon): Proceed with the payment of the graduation fee and after Submit the graduation application (next STEP).
- Step 2: Submit the application for admission** (key icon): Submit the graduation application, respecting the deadlines for each session.

FINAL EXAMINATION - Submission of application for admission



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SUBMIT THE TOPIC (if required)

- A. Verify your personal data and home address
- B. Indicate the address where to send your certificate if it is different from your home address.
- C. Choose the course and the professor
- D. Indicate the topic/title of the final examination
- E. Forward the application to your professor for approval and wait for an answer

Final examination topic submission



Check personal data, exams passed, choose the course and the reference professor/lecturer, enter the title and wait for approval.

1. Choice of Final Examination Topic

Personal data > Exam list > Course and professor/lecturer Confirm

Course and professor/lecturer

Course:

Supervisor:

FINAL EXAMINATION - Submission of application for admission

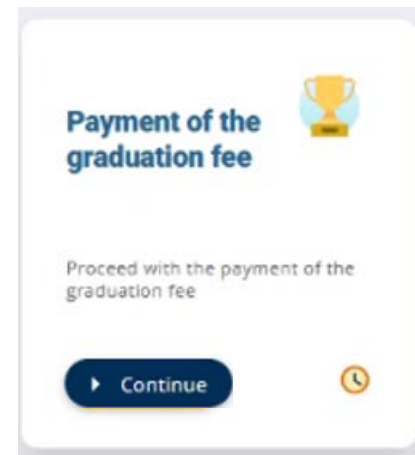
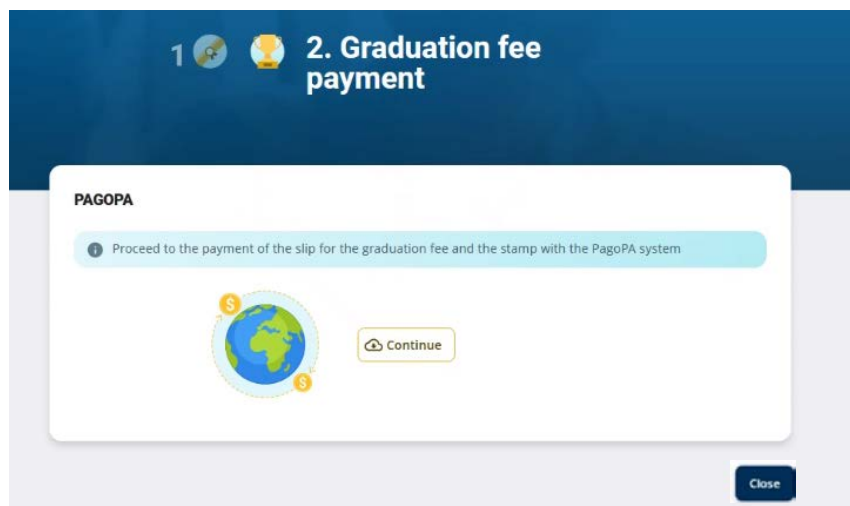


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PAY THE GRADUATION FEE

A. Make the payment of the graduation fee (*) and the stamp duty (16,00 euro) through PagoPA by the deadline

(*) it is inclusive of the graduation certificate and any extraordinary operating cost



QUANTO E QUANDO PAGARE	DOVE PAGARE? Lista dei canali di pagamento su www.pago-pa.gov.it
316,00 Euro entro il 26/10/2021	IL SITO O CON LE APP Pagare con carta, conto corrente, CBILL.
L'importo è aggiornato automaticamente dal sistema e potrebbe subire variazioni per eventuali sgravi, note di credito, indennità di mora, sanzioni o interessi, ecc. Un operatore, il sito o l'app che userai ti potrebbero quindi chiedere una cifra diversa da quella qui indicata.	PAGA SUL TERRITORIO in Banca, in Ricevitoria, dal Tabaccaio, al Bancomat, al Supermercato. Potrai pagare in contanti, con carte o conto corrente.
Contributo Laureandi	PAGA PIU' TARDI Stampa un bollettino AgID e paga con un qualsiasi fornitore di sistemi di pagamento aderente al circuito PagoPA.

FINAL EXAMINATION - Submission of application for admission



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SUBMIT THE APPLICATION

A. Verify your personal data and shipping address

If you want to receive your final examination certificate (parchment) at a different address from the one present in our archives, please remember to specify it in this area.

B. Confirm or change final examination title

C. Read and accept Final requirements

D. Choose Thesis consultation mode

E. Forward the application to your professor/lecturer for approval and wait for an answer

Submit the application for admission



Submit the graduation application, respecting the deadlines for each session.

▶ See

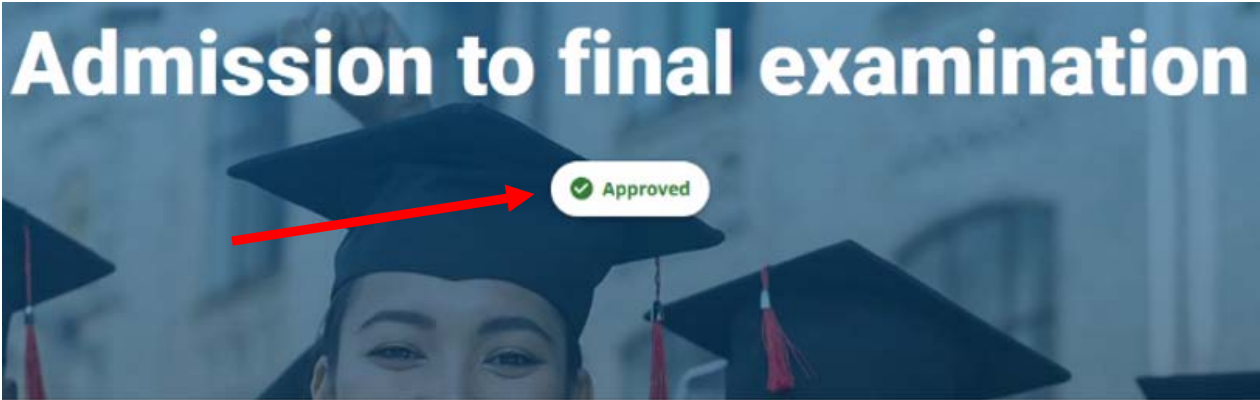


FINAL EXAMINATION- Checking the result of the admission application



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Admission to final examination



Your application for admission to the final examination has been approved by the professor/lecturer


If you have not yet paid your application fee, please proceed with the payment.

Submit the application for admission



Submit the graduation application, respecting the deadlines for each session.

[▶ See](#)

A red arrow points from this checkmark icon to the 'See' button.

A confirmation email will also be sent to your @icatt.it mailbox.

OGGETTO: Conferma domanda di laurea

Gentile Studente/ssa,

La tua domanda di laurea è stata accettata.

Se non hai ancora effettuato il pagamento del contributo dovuto per la tua seduta di laurea, accedi nuovamente alla Procedura ammissione prova finale e segui le indicazioni.

Dear student,

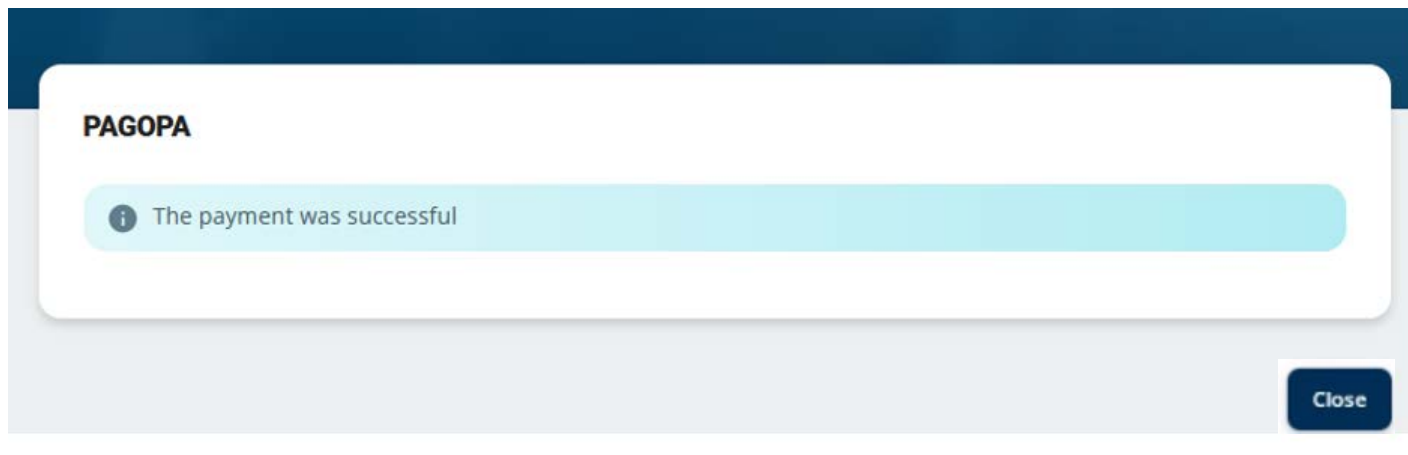
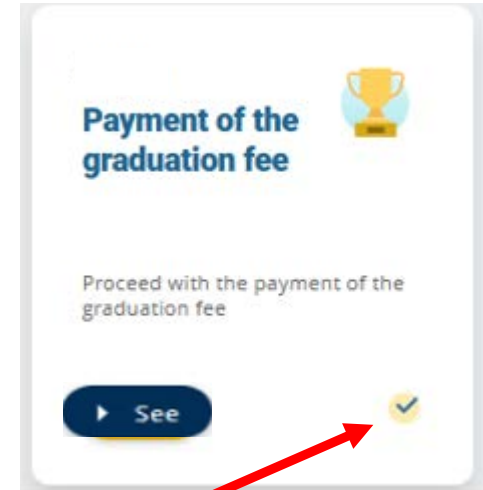
your application for graduation has been accepted. Go back to the Final Examination Admission Procedure and follow the instructions for paying the fee due for your graduation session.

FINAL EXAMINATION - Checking your payment status



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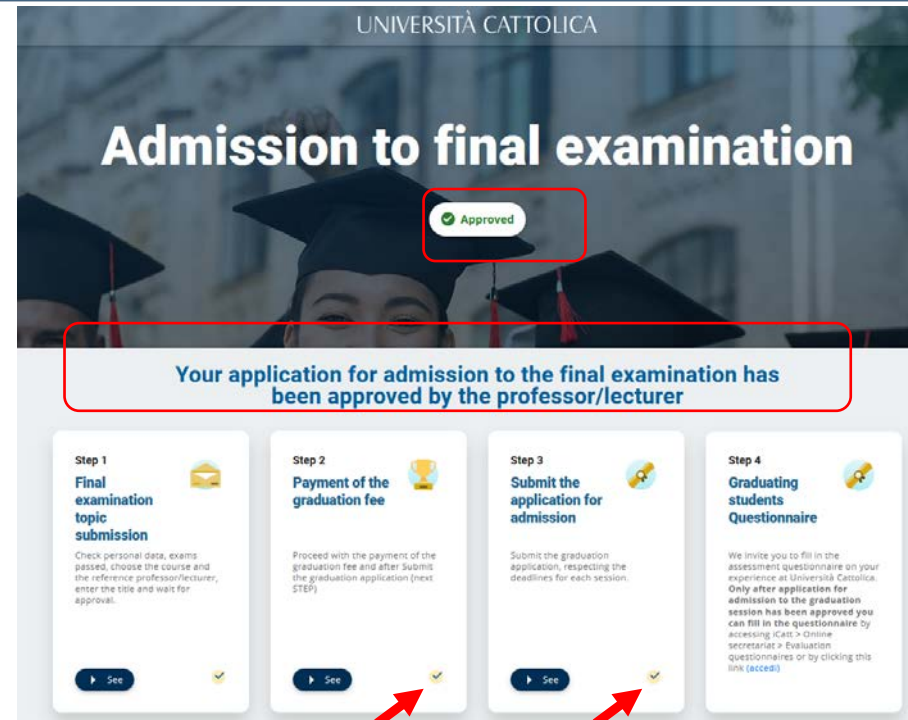
Payment has been made and
has been automatically
registered in the university's
management systems



Checking requirements

By accessing the portal you can check whether all the requirements have been met:

- ✓ Application accepted/authorised by the professor
- ✓ Payment of the graduation contribution fee Made



Wait for the convocation that you will receive via iCatt approximately 10 days before the planned date for graduation.



At the end of the procedure:

- ✓ Application accepted/authorised by the professor
- ✓ Payment of the graduation contribution fee made

You will receive an automatic confirmation email



OGGETTO: Conclusione Presentazione domanda di laurea

Gentile PAOLO ROSSI,

La tua domanda di laurea è stata approvata dal docente e il pagamento del contributo dovuto per la tua seduta di laurea è andato a buon fine.

Hai compiuto tutti gli adempimenti previsti

Riceverai la convocazione esclusivamente attraverso la pagina

Personale Icatt circa 10 gg prima della data prevista per la laurea.

(Segreteria online - prova finale

Dear Student PAOLO ROSSI,

Your graduation application has been approved by the professor and the payment of the contribution due for your graduation session has been successfully completed.

You have completed all the required steps.

You will receive the invitation exclusively through your personal iCatt page about 10 days before the date scheduled for graduation.

(Segreteria online - final examination)



Wait for the convocation that you will receive via iCatt approximately 10 days before the planned date for graduation.

FINAL EXAMINATION- Cancellation of application



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Your application for admission to the final examination has been sent to the professor/lecturer for approval. You will also receive a confirmation email

If you want to check the status of your application you need to go back to the procedure

- ETICA DELLA FINANZA

Supervisor
ANOLLI MARIO

ion title
e

ion modality

ts and professors/lecturers of Università Cattolica del Sacro Cuore are interested in consulting and possibly photocopying some pages
sis owned by Università Cattolica del Sacro Cuore, campus of Milano - University Library
rise both consultation and photocopying

DELETE FINAL EXAMINATION APPLICATION SUBMISSION

Close

WARNING!

If the professor has already approved your application, you cannot cancel it yourself.

Please contact the Student Services (Polo Studenti) via iCatt.

You will receive an automatic notification on your @icatt.it mailbox with the result of approval/rejection or the conclusion of the activities related to the submission of the final examination application.

Please note:

The notification is automatically generated from a no-reply e-mail address.



It is not possible to reply to this email because the box is not monitored.

If you have any problem contact the Student Services (Polo studenti) Area Esami e prova finale (Exams and Final Examination Area) using **iCatt** Home Page > REQUEST FOR INFORMATION

*Refer to LEZIONI, ESAMI E PROVA FINALE (LESSONS, EXAMS AND FINAL EXAMINATION)

FINAL EXAMINATION - Course selection



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Course and professor/lecturer

To choose a course that is not in your study plan, if your Faculty allows for it, contact the Student Services Centre

Degree programme
Bachelor degree

Course
ETICA DELLA FINANZA

Supervisor
ANOLLI MARIO

Course

SEARCH
COURSE

Search	I
JDC395	ANALISI E GESTIONE FINANZIARIA
JA0024	DIRITTO COMMERCIALE
JD1417	DIRITTO EUROPEO DELL'ECONOMIA
JA0053	ECONOMIA AZIENDALE
JA0478	ECONOMIA DEGLI INTERMEDIARI FINANZIARI
JD2165	ECONOMIA DELLE AZIENDE DI CREDITO

1 - 20 of 23

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Close

GRADUATE DEGREE


If you are a graduate degree programme student, and you have attended an undergraduate degree programme at Università Cattolica, you will also find the courses of your previous career in the list of courses.

N.B. If provided for by your Faculty.

FINAL EXAMINATION – Dissertation title



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 When writing the title, it is important to strictly adhere to the following criteria in order to be able to include the data in the most correct form in official documents (degree report, academic certificates, University Yearbook)



The title must not be preceded or followed by double quote marks (") or by any other sign (<<); it may begin with any character and if it begins with a letter, this must be capitalised



All other characters in the title must be lower case.



Capitals should be used exclusively for the initial letter of the title (and any new periods after the full stop) and for proper names and in accordance with the rules of any foreign languages used (e.g. German).



When typing the title in the available lines of the video, you must never start a new line, i.e. you must imagine that you have only one uninterrupted line.



WARNING!

Enter the title respecting the rules indicated.

Final examination title

Final examination title

Test title

Message

FINAL EXAMINATION – Address for sending the certificate



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Residence address

Please tell us your residence address. Once you have your title, we will send you the parchment.

Country: ITALY Province: MILANO Municipality: MILANO

Address: via taggia 16 Postal code: 20153



WARNING!

If you want to receive your final examination certificate (parchment) at a different address from the one present in our archives, please remember to specify it in this area.

Academic Records | **Study Plan** | **Final Examination** | Fees and Financial support

CURRENT REGISTERED GRADE AVERAGE TOWARDS YOUR DEGREE

Your grade average is: **95.89/110**

Your grade average is calculated on the basis of exam results currently registered in you academic record.
The calculation is based on criteria approved by the competent teaching structure and excludes dissertation grade.

GRADE AVERAGE

Once the application has been approved by the professor, iCatt will display the following information **CURRENT REGISTERED GRADE AVERAGE TOWARDS YOUR DEGREE**

FINAL EXAMINATION – Application rejected due to missing requirements



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Admission to final examination

❗ Missing requirements

Requirements not fulfilled

Sorry, but you cannot apply

For further information, please contact the student services centre. When you are ready, you can return to the portal and fill in the request in 3 simple steps.

You do not meet the necessary
curricular requirements

FINAL EXAMINATION – Application out of time (early/late)



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Admission to final examination

UNIVERSITÀ CATTOLICA

Admission to final examination

Invalid session

Date of submission

You are almost there, please wait a little longer

No graduation sessions available at the moment. Please return to the portal in a few days

Step 1
Submit the application for admission

Step 2
Payment of the graduation fee

Graduation applications are submitted within the deadlines set for each graduation session.

The deadlines and timetables differ depending on the degree programme.

Please consult your degree programme website to find out the deadlines.

FINAL EXAMINATION - In the event of any issues



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Home Page Exams Online registration

PERSONAL DETAILS

Manage your profile Modify your profile

ATTENDANCE LIST

Check when you are authorized to access to the University. To express your preferences, please use iCatt mobile App.

SCHEDULED EXAMS

► TODAY

► TOMORROW

REGULATIONS OF THE UNIVERSITY

Code of Ethics and Academic Regulations

Click here to access Management and Academic Regulations

UNIVERSITY CARD

Click on ACCESS to activate or check the activation status of your Ateneo+ University card

YOUR MESSAGES

Date	Topic	Subject
28/03/2022	Highlights	Quarta e quinta rata della contribuzione universitaria – a.a. 2021/22 / Fourth and fifth instalment
20/05/2022		Quinta rata della contribuzione universitaria – a.a. 2021/22 / Fifth instalment of university fees for
19/05/2022		Appelli straordinari per verbalizzazione attività
27/04/2022		Comunicazione per prossimi esami di profitto
27/04/2022		Valutazione soddisfazione degli studenti - On-line evaluation of the satisfaction for the courses
22/12/2021		Blackboard Ally
04/11/2021		Premio di laurea in memoria di Tina Venturi
27/05/2021	GESTIONE CARRIERA E SERVIZI DI SEGRETERIA	RE: ps
26/05/2021	GESTIONE CARRIERA E SERVIZI DI SEGRETERIA	RE: prova allegato 2
28/04/2021	GESTIONE CARRIERA E SERVIZI DI SEGRETERIA	RE: prova

REQUEST FOR INFORMATION ARCHIVE Go to your inbox @icatt.it

REQUEST FOR INFORMATION

Refers to*

Topic*

Subject*

Message*

Scegli file Nessun file selezionato

SEND

Contact the Student Services (Polo studenti) Area Esami e prova finale (Exams and Final Examination Area) using iCatt

Home Page > YOUR MESSAGES > REQUEST FOR INFORMATION

***Refers to LEZIONI, ESAMI E PROVA FINALE (LESSONS, EXAMS AND FINAL EXAMINATION)**