

According to the definition given by CIMEA (Information Centre on Academic Mobility and Equivalence) the Dichiarazione di Valore is "an official document which provides a short description of a certain academic or professional qualification, awarded to a specific person by an institution belonging to an educational system other than the Italian one". Dichiarazione di Valore is issued in Italian by the competent Italian diplomatic authorities located in the country to which the awarding institution refers to. It generally contains the following information: (1) legal status and nature of the awarding institution; (2) access requirements for the program leading to the qualification; (3) legal duration of the study program and/or overall workload in terms of credits; (4) validity of the qualification in the awarding system/country for academic and/or professional purposes.

The process for obtaining 'Declaration of Value' from the Italian Embassy is as follows:

Please submit

1. **authenticated and apostilled highest degree** - in original
2. **authenticated and apostilled mark sheet/transcript** if required by the Italian University - in original
3. **Italian translation** of the degree/ mark sheet (refer [www.ambnewdelhi.esteri.it](http://www.ambnewdelhi.esteri.it) - list of translators)
4. **photocopy of the originals** (degree/ mark sheet -both front and back)
5. photocopy of the original mark sheet (even if not required by the Italian university as support document)
6. invitation / acceptance letter from the Italian University /Company (as applicable)
7. photocopy of the passport (main pages)

**Kindly Note: no request will be accepted without the above.**

*These documents must be submitted in person upon appointment. The requirement of the transcript to be attested and translated should be ascertained by the competent Italian University.*

The highest degree must be authenticated by the **Regional Authentication Centre** (Department of Education) of the **State** from where the degree has been obtained. There are regional authentication centers in each State.

*Ex: For Delhi: Directorate of Education*

*C-4, Vasant Vihar*

*New Delhi Ph No: 011- 26144508/ 22522458*

After authentication of the degree an Apostille should be obtained from the Ministry of External Affairs, Government of India.

MEA offices are located at Delhi, Chennai, Hyderabad, Kolkata & Guwahati.

<http://mea.gov.in/apostille.htm>

For translation of the authenticated and apostilled degree, kindly refer to the Embassy's website: [www.ambnewdelhi.esteri.it](http://www.ambnewdelhi.esteri.it) for a list of Italian translators.

**Please contact the competent Italian consulate (Calcutta/ Mumbai) in case your degree is not from the Northern region/ state that comes under the jurisdiction of the Italian Embassy in New Delhi.**

**Consulate General of Italy**, Kanchanjunga Building, 1<sup>st</sup> Floor, 72, G. Deshmukh Road (former Pedder Road) Mumbai-400026 Tel: 022-23804071/73 Fax: 022-23874074 E-mail: [consolare.mumbai@esteri.it](mailto:consolare.mumbai@esteri.it)

**Consulate General of Italy, 5 G New Road Alipore** Kolkata-700027

Tel: 033-24792414/24792426 Fax: 033-24793892

E-mail: [consolatogenerale.calcutta@esteri.it](mailto:consolatogenerale.calcutta@esteri.it)

This process of verification may take some time (up to 20 days approximately). *Kindly provide with some document which notifies the school's/ college's/ university's valid and appropriate e-mail id, fax no. and phone no. of the concerned Department (Eg: Administrative deptt. / verification deptt. etc.) which provides information related to the issuance of certificates and handles similar queries.*

*Appointment only via e-mail to [newdelhi.study@esteri.it](mailto:newdelhi.study@esteri.it).*