

Dear student,

Please follow the steps below to pay your DUTY STAMP.

Go to POLIMI.IT select TOOLS – ONLINE SERVICES – DATA and under DATA you'll find CERTIFICATE AND SELF CERTIFICATION REQUEST.

1) Select your ID NUMER (matricola) and then select MASTER: ENROLMENT – DUTY STAMP PAYMENT REQUEST

no request to be confirmed

| SELECT AN IDENTIFICATION NUMBER | | | |
|---------------------------------|------------------------------|---------------|---|
| | CAREER IDENTIFICATION NUMBER | CAREER STATUS | CA |
| | V45335 | ATTIVO | |
| ✓ | 951062 | ATTIVO | 2ND (LEVEL) UNIVERSITY MASTER DEGREE IN PROJE |

Shopping cart icon

Certificate

MASTER: ENROLMENT - DUTY STAMP PAYMENT REQUEST

2) Select CONFIRM

CERTIFICATE, SELF CERTIFICATION OR FORM

MASTER: ENROLMENT - DUTY STAMP PAYMENT REQUEST

PARAMETER DEFINITION

Use of certificate * Stamped ▼

* compulsory fields

Confirm

3) You don't need to ADD NOTES just select RESERVE DOCUMENT

CERTIFICATE, SELF CERTIFICATION OR FORM

MASTER: ENRLOMENT - DUTY STAMP PAYMENT REQUEST


PARAMETERS


Use of certificate: Stamped

ADDITIONAL NOTES

Indicate in this space any messages for the operator who will take charge of the request.


WARNING: the request to insert footnotes in the document may be accepted only after evaluation and approval by the operator. You don't have the right to a reimbursement even if it's not possible to add the note to the certificate.


 Preview not available

 Reserve document

4) Select the GREEN CART

Information


 The on-line form request for the document MASTER: ENRLOMENT - DUTY STAMP PAYMENT REQUEST, associated with student identification number 951062, ID 1

 Number of requests pending confirmation: 1

Press the button below (green cart) to:

- Select document delivery method
- Start online payment of requests


Please remember that you can enter, in one request, certificates from different university careers, as long as they belong to the same group of certificates. Two different requests mean you are charged shipping charges and stamp duty twice.



5) Click SELECT DELIVERY TYPE

pag. 1/1 (total:1) first previous 1 next last page size: [10](#) [25](#) [50](#) [100](#) [all](#)

CART RESERVATIONS

| ID | Details | Delete | Sel.Delivery Type | Type of Request |
|----|---|---|---|--|
| 1 |  |  |  | Specializing Masters and Postgraduate programmes |

pag. 1/1 (total:1) first previous 1 next last page size: [10](#) [25](#) [50](#) [100](#) [all](#)

6) Flag under SEL. to select NO DOCUMENT TO DISPENSE and click CONFIRM SELECTION

| CERTIFICATE DELIVERY TYPE SELECTION | | |
|-------------------------------------|--------------------------|--|
| Sel. | Document Delivery Method | Description |
| <input checked="" type="checkbox"/> | NO DOCUMENTS TO DISPENSE | Selections do not imply that any document will be delivered to the user. |

Confirm Selection

7) Select PAY AND CONCLUDE YOUR RESERVATION

| CART RESERVATIONS | | | | |
|-------------------|---------|--------|-------------------|--------------------|
| ID | Details | Delete | Sel.Delivery Type | T |
| 1 | | | | Specializing Maste |

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Pay and Conclude Reservation

8) Please check your recap (total must be € 16) and select START PAYMENT

| PAYMENT SLIP | | | | | | | | |
|----------------|--|----------------------------|--|----------|----------------------|----------|--------|--------|
| ID | Request | Student Identification No. | Document | Quantity | Payment Item Details | | | |
| | | | | | Item | Quantity | Amount | Total |
| 50296 | Specializing Masters and Postgraduate programmes | 951062 | MASTER: ENRLOMENT - DUTY STAMP PAYMENT REQUEST | 1 | Request form stamp | 1 | € 0.0 | € 0.0 |
| | | | | | Certificate stamp | 1 | € 16.0 | € 16.0 |
| Total payment: | | | | | | | | € 16.0 |

Start Payment

Please contact us in case of technical problems

Best regards