HOW TO PAY

After enrolling, the tuition fee must be paid through the PagoPA electronic payment system:

1. simply ONLINE
   - by credit or debit card
   - from your current account through a PagoPA partner bank
   - by other payment methods (Satispay, BancomatPay, PostePay, iConto, PayTipper)

2. using a dedicated APP, QR code, at a bank, at a tobacconist’s equipped with SISAL (‘Ricevitoria SISAL’).

Over-the-counter payments in cash are not accepted.

The link for the online payment and/or the payment slip will become available only after enrolment:
- if enrolling online: in the dedicated MyCLA area as soon as the enrolment procedure has been completed or
- whether enrolling online or in other ways: after accessing MyCLA using your credentials https://cialsrv.unitn.it/cialweb/web-site/index.jsp under ‘Courses’ – ‘Check your situation’

PLEASE NOTE:
Places for each class are limited so enrolments will be accepted up to the maximum number of places available. The student will pay for the course only after enrolment and after checking availability.

Enrolment will be considered confirmed only if payment is done by 12 noon of the day after enrolling. For those who enrol on Fridays, payment must be done by 12 noon on the following Monday.

Paying after the deadline will result in the student having to enrol again. If in the meantime all the places on the chosen course have been filled, the fee will be refunded.

The fee may be refunded upon withdrawing from a course provided that no more than one lesson has been attended.

Refunds must be requested by filling in the dedicated online form by 31 October of the year of enrolment.
To pay online, please follow this procedure:

- Access MYCLA with your credentials: [https://cialsrv.unitn.it/cialweb/web-site/index.jsp](https://cialsrv.unitn.it/cialweb/web-site/index.jsp) and click on PAY ONLINE

- Click on ‘Start online payment’ at the bottom of the page on the right and pay the fee