Guideline for tax code request

In order to ask for your official tax code to the Revenue Agency through the University, you should fill in the AA4/8 form available on the Revenue Agency website (ENG version).

Remember that University can help you to ask for official Tax code given by the Revenue Agency just if you do not have received it yet by the Agency.
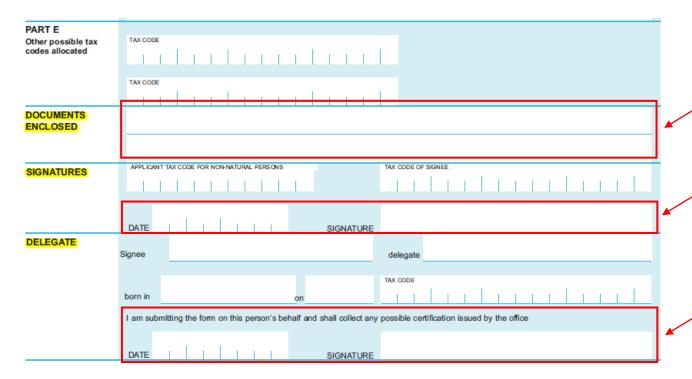
We ask you to follow the instructions below. In particular, you must:

- PART A, Section I: choose "direct application for yourself" and write in "applicant type code":
  - "01", for a non-resident student enrolling at school/university
  - "02", for a non-resident worker
  - "03", for person temporarily living in Italy

- PART A, Section II: choose "allocation of a tax code"
- PART B: write your personal data
- PART C (optional): write information about your registered residence in Italy (if you do not have it yet, please, do not write anything here)
- PART D: write information about your residence overseas (the Country you come from)

Note that PART E does not have to be completed. Then you must:

- DOCUMENTS ENCLOSED: describe the attached documents (e.g. identity document)
- SIGNATURE: fill in "date" and "signature" only; we recommend you to put a handwritten signature, similar to the one on your passport/identity document;
- DELEGATE: fill in "date" and "signature" only; we recommend you to put a handwritten signature, similar to the one on your passport/identity document.

If you choose the editable version of the form, remember that you can fill in every needed information through your device, as mentioned above and then you must print it to put your handwritten signature in section "SIGNATURES" and "DELEGATE".