



UNIVERSITÀ  
DI TRENTO

# HOW TO GET A EU GREEN PASS

A short guide to request the European Digital Certificate for non Eu incoming staff within UniTrento mobility programs

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UNITRENTO INTERNATIONAL RELATIONS DIVISION



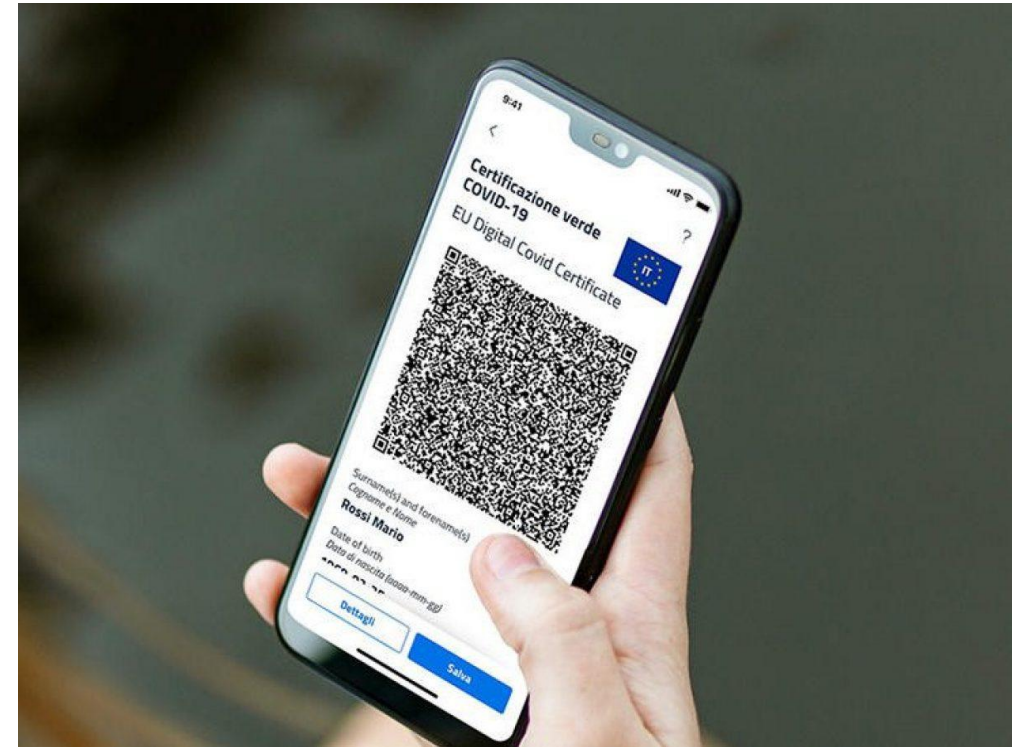


## What is COVID-19 eu green pass?

The COVID-19 EU green pass was created to facilitate the safe movement of citizens within the European Union during the COVID-19 pandemic. The certificate contains a QR code which is requested and controlled to allow access to most public and private structures, public transportation and other services and/or activities.

The system is in place for 12 months starting from 1 July 2021.

UniTrento requires a Covid-19 vaccine certificate (Green Pass) to access University buildings.





## Who can get covid-19 EU Green pass?

For EU citizens the COVID-19 EU Green Pass is automatically generated and made available for free in the following cases:

- Having had the first dose or a 15-day single dose vaccine\*;
- Having completed the vaccination\* cycle;
- Having a negative molecular test in the last 72 hours or rapid antigen test in the previous 48 hours;
- Have recovered from COVID-19 within the previous six months.

\*Only those vaccines that have been approved by the European Medicines Agency (EMA) are valid to obtain the COVID-19 Green Certification in Italy. Please check the list on EMA [dedicated page](#)

## How can a non EU citizen get an EU Green Pass

### **CONDITION 1. YOU ALREADY HAVE A COVID VACCINATION CERTIFICATE ISSUED BY YOUR COUNTRY OF ORIGIN**

Please check if your certificate is automatically recognized by the EU, in this case you will be able to use your green pass in Italy. The updated list is available on the website [eu.europe.eu](https://eu.europe.eu).

### **CONDITION 2. YOU ALREADY HAVE A GREEN PASS ISSUED BY YOUR COUNTRY OF ORIGIN, BUT IT IS NOT AMONG THOSE AUTOMATICALLY RECOGNIZED (see Condition 1)**

You can get an EU Green Pass if you have a certificate showing that you have been fully vaccinated with a EMA authorized vaccines authorized vaccines or a recovery certificate from the disease (within the last 6 months). In this case please follow the procedure described in this guide.

### **CONDITION 3. YOU HAVE BEEN VACCINATED WITH A VACCINE NOT AUTHORIZED BY EMA OR YOU HAVE NOT BEEN VACCINATED AT ALL**

You can get a Green Pass valid for 48 hours only once you'll be in Italy, after taking a swab test with a negative result. The Procedure described below doesn't therefore apply to you.

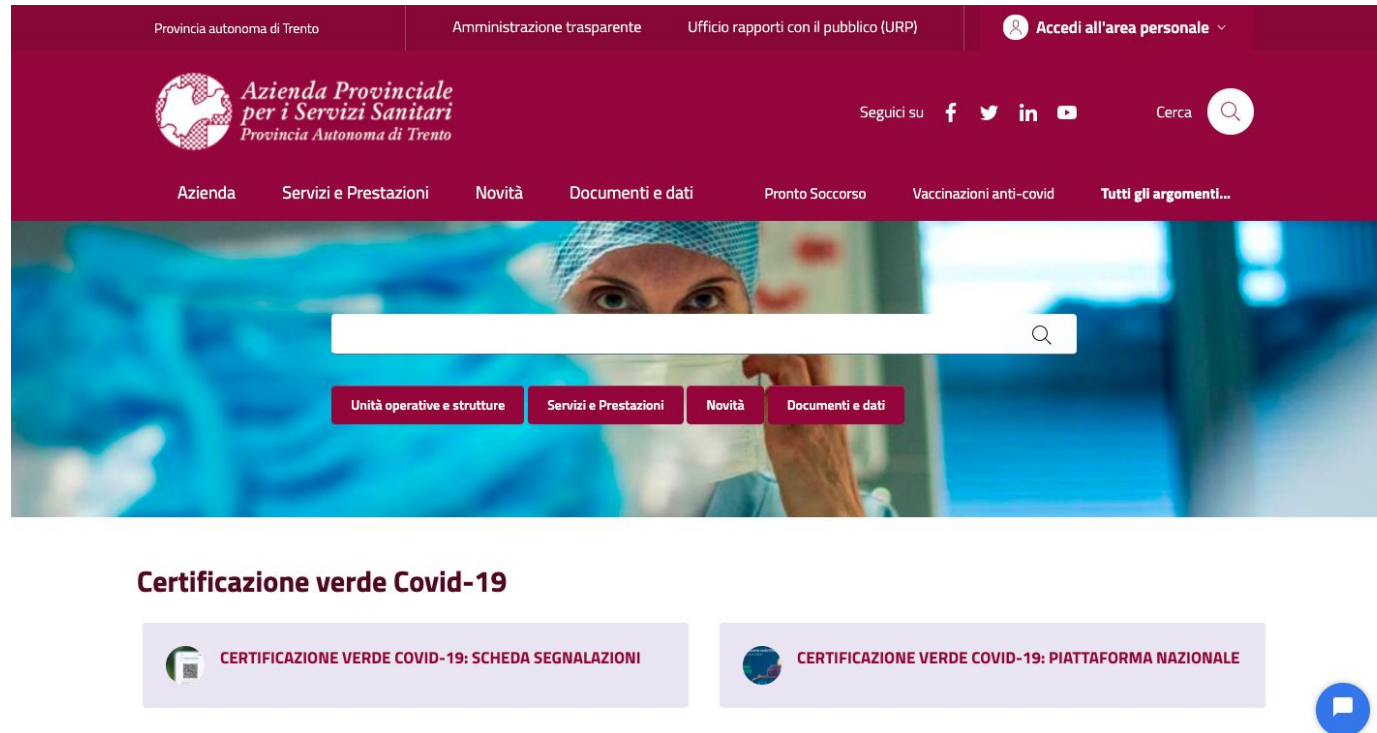


# Procedure to get the EU Green Pass certificate

Condition 2



## Step one - The Form



The screenshot shows the homepage of the Azienda Provinciale per i Servizi Sanitari (APSS) website. The header includes the provincial logo and navigation links for 'Amministrazione trasparente' and 'Ufficio rapporti con il pubblico (URP)'. A search bar is located in the top right corner. The main navigation menu features links for 'Azienda', 'Servizi e Prestazioni', 'Novità', 'Documenti e dati', 'Pronto Soccorso', 'Vaccinazioni anti-covid', and 'Tutti gli argomenti...'. Below the navigation is a large banner image of a healthcare worker in a blue scrubs and mask, with a search bar overlaid. Underneath the banner are four buttons: 'Unità operative e strutture', 'Servizi e Prestazioni', 'Novità', and 'Documenti e dati'. The main content area is titled 'Certificazione verde Covid-19' and contains two buttons: 'CERTIFICAZIONE VERDE COVID-19: SCHEDA SEGNALAZIONI' and 'CERTIFICAZIONE VERDE COVID-19: PIATTAFORMA NAZIONALE'. A blue chat icon is visible in the bottom right corner.

Visit the Trentino Health Board page (<https://www.apss.tn.it/>) and enter the Covid Green Pass Request Section

## Step one - The Form

You can choose between two options:

- **“User with a tax code”** (If UniTrento already sent it to you), in this case you will have to insert the tax code number.
- **“User without tax code”** if you don't have a tax code valid for Italy, in this case you must insert your passport number.



### You cannot download the Covid-19 Green Certificate (Green pass)? Report it to us\*

The Covid-19 Green Certificate is issued by the Ministry of Health in both a digital and printable format and is automatically generated on the basis of the daily data reported by the Regions and Autonomous Provinces at the central level. Once the information has been collected, the National Platform of the Ministry of Health issues the Certificate (the timing for the data transmission and generation of the Certificate may vary according to the type of health service). Problems may arise in the data transmission process that do not allow the correct issuance of the Green Certificate. Before sending the notification report, check if you fall into one of these cases:

#### I have not received (I have lost) the code to download the Green Certificate

You can retrieve it yourself from the Covid-19 Green Certificate website (<https://www.dgc.gov.it/spa/public/reqauth>).

The codes to download the Green Certificate are:

AUTHCODE - Unique vaccination against Covid-19 code: the date of the event is the date of the last vaccination

CUN - Unique national molecular swab code: the date of the event is the date of collection of the test

NRFE - Electronic report number of the antigenic swab: the date of the event is the date of the collection of the test.

NUCG - Unique Recovery Certificate number: the date of the event is the date of the first positive test.

#### I am not registered with the National Health Service

You can download the Green Certificate simply by entering your tax code (or the identification data you provided at the time of vaccination) and the date of its administration <https://www.dgc.gov.it/spa/public/home>

\* Both residents in Trentino as well as those non-residents who have had at least one vaccination dose administered in Trentino, who have carried out an antigenic or molecular test here or have obtained a recovery certificate here, may send a notification report.



USER WITH A TAX CODE

USER WITHOUT A TAX CODE

## Step one - The Form

- Fill the form with your personal informations that are requested
- In section **“Type of DGC”** choose: “DGC-Vaccinations”
- In section **“Type of problem”**, choose “Requirement for registration of vaccination carried out in another country”
- Accept all term and conditions
- Click the button “send the notification report”
- Check your email for the confirmation that your request has been successfully forwarded




Type of DGC (Digital Green Certificate)

Type of Problem

Notes (Limit of 240 characters)

I declare that I have read and accept the terms and conditions of the information form and fill in all fields with\*

I understand that the contact details (mobile phone number and Email) might be transmitted to the Ministry of Health for sending the OTP code required for downloading the Digital Green Certificate

I'm not a robot 

**SEND THE NOTIFICATION REPORT**





## Step two - Documents

In 2-3 days time you should receive another e-mail from Trentino Public Health System requesting:

- Copy of your ID document;
- copy of vaccination certificate issued abroad with detailed information: identification data on the holder (name, surname, date of birth); vaccine data (name and batch); date(s) of administration of the vaccine; identification data of the issuer of the certificate (State, health authority).



## Step three - AUTHCODE

After checking the documents an e-mail from "[noreply.digitalcertificate@sogei.it](mailto:noreply.digitalcertificate@sogei.it)" will be sent with your AUTHCODE and instruction to download the EU Green Pass

For more information, please check Unitrento COVID Emergency webpage or contact [international@unitn.it](mailto:international@unitn.it)