

## PAYMENT and INVOICE:

Once registered you'll be redirected to this site:

### Welcome,

You are logged in as user

You are registered as participant. Total Amount: xx,yy €

Selected payment method: Via **credit card**, using a secure **online** payment service.

No payment has been recorded yet. **Registration is not complete until your full payment is received.**

Please use our secure online system to enter your credit card data.



Please note that **JavaScript and Cookies** have to be enabled to use the payment system (this is usually the case).  
If you experience any problems, please contact the conference organisers at

Click on the yellow framed logos in order to reach the page where you can insert all necessary information for issuing your invoice and proceed with the payment.

Please select whether your invoice should be issued on your name as a **private person** or to a **company, institution, or organization**.



EN ▾ ☰

unibz pagoPA portal

Starting **March 1st**, all payments to Italian public institutions including the Free University of Bozen-Bolzano, must be done via the Italian pagoPA system.

Amount: xx,yy €

Reason: Registration Fee for xyz (name & event)

The invoice will be issued to

- Company, institution, or organization
- Private person

CONTINUE...

Next you'll be asked if you (or the company) is resident in Italy or abroad.



EN ▾ ☰

## unibz pagoPA portal

Starting March 1st, all payments to Italian public institutions including the Free University of Bozen-Bolzano, must be done via the Italian pagoPA system.

Amount: *xx,yy* €

Reason: Registration Fee for *xyz (name & event)*

The invoice will be issued to

- Company, institution, or organization
- Private person
- Resident in Italy
- Resident abroad

[CONTINUE...](#)

If you have chosen "private person" you'll be redirected to the next page where you'll be asked to insert your personal data (address etc.) needed for issuing your invoice. Choose this option if you are the person paying the fee and receiving the invoice.

If you select **company, institution, or organization** and **resident in Italy**, you'll be asked if the invoice will go to a **public institution** (like a government body, public university, school etc.).



EN ▾ ☰

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Starting March 1st, all payments to Italian public institutions including the Free University of Bozen-Bolzano, must be done via the Italian pagoPA system.

Amount: xx,yy €

Reason: Registration Fee for xyz (*name & event*)

The invoice will be issued to

Company, institution, or organization

Private person

Resident in Italy

Resident abroad

Public Italian Institution

Yes

No

CONTINUE...

According to Italian tax law, if your fee will be paid by an **Italian Public Institution**, the invoice needs to be sent directly to the institution paying the fee. In order for us to do so, you'll be asked to provide some more information, namely the Codice Univoco Ufficio (CUU) and the date and number of your order (buono d'ordine). In case you're not sure, please refer to your administration; they'll provide you with the needed codes. Once you've inserted all the data, you're done and no further payment steps will be necessary on your behalf.

If you have chosen "private person" or "company, institution or organization" resident in Italy (but NOT a public institution), you'll be redirected to this page, which will be shown for about 5 seconds. Please be patient and wait until you will directed to the next page.

You are being redirected to our payment system. This may take a moment, thank you for your patience.



**A breve verrà reindirizzato al sistema nazionale di pagamento pagoPA®**

**In a few moments you will be redirected to the national payment system pagoPA®**



Caricamento in corso...

Once the above page has disappeared, you'll reach the payment gate:

The screenshot shows the pagoPA logo at the top left, with a language selector 'EN' and a dropdown arrow next to it. A blue callout box with an arrow points to the 'EN' selector, containing the text 'Switch to English here.' Below the logo is a large blue button with the text 'Login with your email'. To the right of this button, a red callout box with an arrow points to it, containing the text 'Click here to log into the payment gate.' Below the blue button is a white information box with a blue border. It contains an information icon (i in a circle), the text 'Login with SPID is currently unavailable.', and a blue link 'Learn more'. A red callout box with an arrow points to the 'Learn more' link, containing the text 'If you have SPID click here to log into the'.

Please enter your e-mail address and click on continue.

The screenshot shows an email input field with a placeholder text 'Email address' and a red arrow pointing to it from the text 'Enter your email address' above. Below the input field is a grey button with the text 'Continue'. A red callout box with an arrow points to the 'Continue' button, containing the text 'Click on continue.'

Accept the Privacy Policy and click on continue in order to proceed.

pagopa - Privacy Policy

## PRIVACY NOTICE

in compliance with articles 13-14 of the Regulation (UE) 2016/6799

This Privacy Notice describes how are processed the personal data of those arriving at the web site [wisp2.pagopa.gov.it/](http://wisp2.pagopa.gov.it/) (the "**web site**") to pay using pagopa. The Web site allows to (i) to be notified via e-mail with regards to the payment you will perform on the pagopa system and, if you will decide to register to pagopa, (ii) to register to pagopa, (iii) to memorize come payment method, (iv) to visualize payments history, as well as (v) to retrieve the password and/or the secret code you choose during the registration process (from now on the "**Service**").

This Privacy Notice does **NOT** describe the personal data processing with regards to the payments you will make on the pagopa system, with respect to which the Creditor Entities (ie the public administration for which you make a payment) and / or the Payment Service Providers (ie the bank or other institution you have chosen to manage a certain payment), remain the independent data controllers. You will then need to contact the latter for information on the processing of your data.







### Data controllers

Continue

Accept the Privacy Policy by clicking on continue.







Next, please choose your payment method:

How would you like to pay?

	Credit/debit card		<div data-bbox="853 353 1214 461">If you pay by credit card, choose this one.</div>
	Bank account		<div data-bbox="869 512 1469 620">ONLY for Italian customers: if you pay by bank account (online banking).</div>
	Other payment methods		<div data-bbox="869 667 1270 775">Choose other payment methods here (i. e. PayPal).</div>

If you have chosen to pay by credit card, you'll be asked for your credit card details:

pagoPA accepts the following credit/debit card circuits

Name and Last name

Credit/debit card number

Expiry date (mm/yy) Verification code

Insert the necessary data and click on continue in order to finish the payment process, receive a payment and a registration confirmation.

Should your payment attempt fail, seems that the payment platform is not corresponding well with your bank (PSP). It might be an idea to:

- try again, if necessary at a different time;
- using different browsers or other types of payment as paypal or other bank institutes/ platforms.
- contact your bank to check if your card is subject of any restrictions
- Depending on the country you're living in, some credit card companies face restrictions which you can work around by changing the payment provider (without changing credit card):

**Totale** €

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**Paga con**

●●●● XXXX

Valida fino al

your name

**VISA**

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Il pagamento sarà gestito da (i)

**nexi** *this is your payment provider* → **Modifica**

Costo transazione € 1,00 (i)

*change it by clicking here*

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Invia esito a

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**Attenzione:** dopo la conferma non sarà più possibile annullare

**Conferma Pagamento**

Please note, that some payment providers charge more (or less) than others and therefore the fee for the transaction may vary between 0,00 and 2,00 €.

In case your payment attempts still fail, please contact us for support.