

University of Milano- Bicocca

Call for the assignment of the benefits of the right to education

Academic year 2024/2025

Scholarships
Scholarship integrations
Exceptional Subsidy
Housing Service
Canteen Service

Issued by the Decree of the Dean
n. 2664/2024 prot. 297227/2024 del 08/07/2024



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In case of any doubts about the meaning of the text, refer to the Italian version.

Right to Education a.y. 2024/2025

From July 8 2024 even students who are not yet enrolled can submit the application for the scholarship and/or the university residence.

It is necessary to fill in the online application on the website <https://unimib-ol.dirittoallostudio.it/> after reading this announcement.

Benefits	Deadline
University RESIDENCE	August 21 2024
Scholarship and Disability Integration	September 30 2024
Canteen Service, Exceptional SUBSIDY and International Mobility integration	April 30 2025

The ISEE is not required to submit the application, but it is necessary to obtain a correct ISEE by the deadline (read the ISEE Guide published on the University website).

Household	How to obtain an ISEE
IN ITALY	request the ISEE certification to a CAF or to any other authorized center or online on the INPS website
ABROAD	See ISEE Guide

ISEE requirements for the scholarship:

ISEE ≤ 26.306,25 €
ISPE ≤ 57.187,53 €

(ISPE=ISP/ benchmark equivalence value)

To access the scholarship in the first year of Bachelor's degree and single-cycle master's degree, a minimum value of the high school final grade is required (see point [3.2.1](#) of this announcement).

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DEADLINES

EVENT	DEADLINE
SCHOLARSHIPS	
Registration opening for the benefit	July 8 2024
Deadline for submitting the application	September 30 2024
Signing the DSU for the ISEE	By September 30 2024*
Upload of the ISEE documents for students who are resident abroad	By September 30 2024*
Completion of the internship exam for medical courses	By September 30 2024
Confirmation of the completion of the internship exam for medical courses	By October 10 2024
Provisional ranking	By October 31 2024 on Sportello online
Appeals (to be presented online)	Within 15 days after the publication of the provisional ranking
Upload of the lease contract	By November 16 2024
Final ranking	By November 30 2024
Payment of the first installment of the scholarship	By December 31 2024
Beginning of right to free meal	January 1 2025
Declaration of the Bachelor's degree	By March 15 2025
Obtaining of VISA for non-UE students resident abroad	By January 30 2025
Declaration of any double enrollment	from October 1 2024 to March 31 2025
Upload of the lease contract for graduating students and in case of VISA delay	By March 31 2025 (see point 5.2)
Second installment of the scholarship for students enrolled in subsequent years	By June 30 2025
Achievement of the ex-post merit requirement	By August 10 2025
Second installment of the scholarship for students enrolled in the first year	By November 30 2025
Achievement of the partial ex-post merit requirement	By November 30 2025
Payment of the degree prize	By July 31 2026
INTEGRATION FOR INTERNATIONAL MOBILITY	
Registration opening for the benefit	July 8 2024
Deadline for submitting the application	April 30 2025
Provisional ranking	By January 31 2026 on Sportello online
Appeals (to be presented online)	Within 15 days after the publication of the provisional ranking
Final ranking	By February 28 2026
Integration payment	By March 31 2026
EXCEPTIONAL SUBSIDY	
Registration opening for the benefit	July 8 2024
Deadline for submitting the application	April 30 2025
Upload of the subsidy documents	By April 30 2025
Provisional ranking	By May 31 2025 on Sportello online
Appeals (to be presented online)	Within 15 days after the publication of the provisional ranking
Final ranking	By June 30 2025
Subsidy payment	By July 31 2025
UNIVERSITY RESIDENCE	
Registration opening for the benefit	July 8 2024
Deadline for submitting the application	August 21 2024
Signing the DSU for the ISEE	By August 21 2024*
Upload of the ISEE documents for students who are resident abroad	By August 21 2024*
Provisional ranking	By September 4 2024 on Sportello online
Appeals (to be presented online)	Within 7 days after the publication of the provisional ranking
Final ranking	By September 18 2024
Acceptance for reconfirmations	By September 23 2024
Acceptance for new admissions – Beneficiaries	By September 23 2024
Acceptance for new admissions – Eligible	By the deadline indicated in the e-mail
Request of the hospitality extension	From February 1 to February 28 2025
CANTEEN	
Registration opening for the benefit	July 8 2024
Deadline for submitting the application	April 30 2025
Signing the DSU for the ISEE	By December 31 2024
Upload of the ISEE documents for students who are resident abroad	By April 30 2025
Results for the canteen service	From October 1 2024 on Sportello online
Beginning of right to meal with a preferential tariff for eligible students	From October 1 2024 after the activation of the university card
End of the canteen service	December 31 2025 (or until graduation, renunciation, transfer)

* if the family household, the marital status and the independence requirements (see the ISEE guide) are unchanged after the deadline, it is possible to evaluate an acceptance of an ISEE calculated later, but the documents must be in any case submitted with proper advance before the final ranking.

DEADLINE AND PROCEDURE FOR SUBMITTING THE APPLICATION

1. DEADLINES

The **scholarship** application (with any related integration for disability) must be submitted without exception **from July 8 to September 30 2024**.

The application for the **Housing Service** must be submitted **from July 8 to August 21 2024**.

The application for the Exceptional Subsidy, the Canteen Service and the integration for international mobility must be submitted **from July 8 to April 30 2025**.

No extensions will be allowed, considering the telematic procedure of presentation of the application.

Students must notify to Fees and Funding Sector (Student Services) any event concerning the Scholarship that occurred after the submission of the application (*obtaining a different scholarship or other economic help, transfer to another University, inability to continue studies, withdrawal from enrollment, obtaining an accommodation place at another facility, change or end of the lease contract etc.*), within 15 days after that event and in writing.

Any changes in the already declared marital status or composition of the household of the applicant will be considered valid if occurred and communicated to the University by the deadline scheduled for the request of each benefit.

2. PROCEDURE FOR SUBMITTING THE APPLICATION

To submit the application the student does not need to be enrolled in the academic year 2024/2025, but the enrollment must be completed by the date of publication of the final rankings.

The student must submit the application by using the right to self-certification according to the D.P.R. 445 of 28 December 2000. Applications must be submitted using "Sportello online", available on the university website at this link:

<https://www.unimib.it/servizi/diritto-allo-studio-tasse-150-ore>

To access "Sportello online" the student must be in possession of the University credentials. In the absence of that, the student must register to Online Student Registry (Student Services Online) on:

<https://s3w.si.unimib.it/AddressBook/ABStartProcessoRegAction.do>

Students who intend to take part in an international mobility program in the academic year 2024/2025 can apply for the Integration of the Scholarship together with the scholarship application.

International students who are not yet in possession of an Italian fiscal code, in order to submit their application must first obtain this document through the Italian Revenue Agency or through a request to the Italian Embassy in their country of origin.

According to the student's application, it may be necessary to provide additional documentation by uploading it on "Sportello online". In the days following the upload of the document, an evaluation email will be sent to the applicant. In case of incorrectness (evaluation "non conforme") of one or more documents, it is necessary to upload on "Sportello online" the correct documentation within the deadline, according to the instructions of the email.

After the submission of the application, in the following cases it will be necessary to reconnect to "Sportello online" to complete the previous declarations:

- by October 10 2024: confirmation of the completion of the internship exam by September 30 2024 and declaration of the achieved weighted average, for students enrolled in the first and second level degree courses of the Faculty of Medicine and Surgery (with the exception of the single-cycle master's degree courses);
- by March 15 2025: declaration of the Bachelor's degree, for students enrolled in master's degree courses and not yet graduated when the application was submitted.
- from October 1 2024 to March 31 2025: declaration of any double enrollment (enrollment in two different degree courses in the same academic year).

Failure to submit a document within the prescribed deadline or the presentation of an irregular document will cause the exclusion of the student from the present Call.

SCHOLARSHIP

(vedi [Deadline and procedure for submitting the application](#))

1. COMPOSITION OF THE SCHOLARSHIPS

The scholarship provided consists of:

- a part in money;
- a part in free canteen service;
- a part in exemption from the university fees (*50% for partial beneficiaries; the regional tax for the right to education and the stamp duty must be paid by all the students*).

Any eligible non-beneficiary students can have the exemption from the university fees and the refund of the regional tax (140,00 €). It is possible to request integrations for international mobility and for students with disabilities (see [point 6](#)).

2. GENERAL CONDITIONS OF PARTICIPATION

The contest is open to students with Italian citizenship, student with citizenship of the European Union, and students with citizenship of non-UE countries referred to in D.P.R. of August 31st 1999, n. 394, implementing Legislative Decree of July 25th 1998, n. 286.

To participate in the contest students must be enrolled or must declare that they purpose to enroll full-time in one of the courses listed in the table below.

The student must enroll in a regular academic year or (for first and second level degrees only) in an academic year outside prescribed time after the regular study course. Students with a disability of 66% or more (or pursuant to article 3, paragraph 1 or 3, of the law n. 104) can request the scholarship up to the second year outside prescribed time.

The scholarship benefit is granted for the first time achievement of each course level qualification in the following ways:

Enrollment (students enrolled in courses)	Period of benefits (starting from the year of first absolute enrollment, see point 3.1.2))
<ul style="list-style-type: none"> • Bachelor's degree (three-year, first level degree) • Single-cycle master's degree (five-year or six-year: first and second level unified degree) • master's degree (two-year, second level degree) 	Prescribed duration of the course + one additional semester
	Prescribed duration of the course + three additional semesters for students students with a disability of 66% or more (or pursuant to article 3, paragraph 1 or 3, of the law n. 104)
<ul style="list-style-type: none"> • Specialisation Schools (with the exception of the medical schools referred to in Legislative Decree 368/99 and the TFA) • Ph.D Programs (activated by Ministerial Order of July 3rd 1998, n. 210, art. 4, with the exception of beneficiaries of scholarship according to the D.M. April 30th 1999, n. 224 and research grants pursuant to Law of December 27th 1997, n. 449) 	Prescribed duration of the course

In order to be eligible for the scholarship, students must meet all the merit, economic and academic regularity requirements specified in points 3 and 4. There are no scholarships assigned solely for merit requirements or solely for the economic requirements.

3. MERIT REQUIREMENTS

3.1. General requirements

Students must be regularly enrolled in the academic year 2024/2025 on the date of the publication of the final rankings and must meet the requirements specified below.

Note: if the academic career is closed (with the achievement of the degree) before the date of publication of the final ranking, the student will be not eligible/excluded from the benefit.

3.1.1. Grounds for exclusion

In any case, the exclusion from the benefit applies to students who in the academic year 2024/2025:

- have already achieved (by the day of publication of the final ranking) a qualification, obtained in Italy or abroad, of the same or higher level than the course of study for which the scholarship is requested in a.y. 2024/2025;
- are beneficiaries of a scholarship (or a similar contribution, obtained in any form), provided by any other public or private body, for the same course year (see [10.1](#));
- are enrolled as part-time students;
- transfer from another Italian or foreign University or change the degree course with repetitions of enrollment in the same year of studies;
- enroll to the first, second or third year of studies in a single cycle master's degree course after having already obtained a Bachelor's degree in any Italian or foreign University;
- are enrolled in a year of repetition of the same year of studies;
- students who are in debt to the University (or to ex-CIDIS) or have not paid the arranged installments.

Students with a four-year / five-year degree obtained before the reform ex D.M. 509/99 are considered to have a master's degree.

Even in the case of enrollment in two or more contemporary academic careers in the same academic year, the student in each academic year can benefit from the scholarship only for one of the courses and only for the course years in which he/she has never obtained the same benefit. In the case of multiple careers started in the same academic year, the student must choose only one of the two careers for the benefits of the right to education for the entire period of contemporary enrollment in the two degree courses, without any possibility of changing it unless the chosen career is closed. If the different contemporary careers have been started in two different academic years, the student must consider the career started first for the purposes of the benefits for the right to education.

Students who withdraw or forfeit: in case of withdrawal from studies or forfeiture during the previous academic career in this or in another university, the student can participate in the Call for the scholarship if he/she has never benefited from any scholarship for the same course year, even with a partial recognition of the previous abandoned academic career. In this case only the credits related to activities completed after the date of enrollment in the new degree course will be counted. This exception does not apply in case of enrollment with the career shortening.

[Examples](#)

3.1.2. Academic regularity

Except for the grounds for exclusion set out at point 3.1.1, in order to be eligible for the scholarship students must meet the academic regularity requirement with reference to the first absolute enrollment, with the exception of cases of withdrawal from studies or forfeiture (see the "Exception" below).

"First absolute enrollment" means the first academic year of enrollment in any degree course (*including a different degree course from the one attended in the academic year 2024/2025*) with the same admission title of the same level of studies for which the student is enrolled for the academic year 2024/2025, in any Italian or foreign University, regardless of the outcome of this career and regardless of the time elapsed since that event. Therefore, an enrollment in a Bachelor's degree for this purpose only is equivalent to an enrollment in a single-cycle master's degree course, since they have the same access qualification (*high school diploma*).

The student must declare in the scholarship application the presence of any previous academic careers with the admission title of the same level of studies and the outcome of these careers (*withdrawal from studies, transfer from another course, transfer from another University, achievement of degree, etc.*).

Consequently:

- for students enrolled in a Bachelor's degree, master's degree and single cycle master's degree, the number of credits necessary to access the scholarship rankings is calculated with reference to the credits required for each past year, starting from the year of first absolute enrollment, with the exception of the years of suspension or interruption of studies and the years when the student is not enrolled (see the "Exception" note below).
- students enrolled in Ph.D programs or Specialisation Schools cannot have any interruption in the regular progression of the course years attended (*transfers with repetition of the same year of enrollment, enrollments with repetitions or outside prescribed time*) in the level of studies for which the benefit is requested, in any Italian or foreign University.

Exception for students who withdraw or forfeit: notwithstanding the above, in case of withdrawal from studies or forfeiture during the previous academic career in this or in another university, the first academic year of enrollment in the new academic career will be considered as "first absolute enrollment" if the student has never benefited from any scholarship for the same course year, even with a partial recognition of the previously abandoned academic career. In this case only the credits related to activities completed after the date of enrollment in the new degree course will be counted. This exception does not apply in case of enrollment with the career shortening.

[Examples](#)

3.1.3. Academic regularity – per-university education at foreign schools

There is an exception to the academic regularity requirement explained at point 3.1.2 for students, enrolled in the first year of a Bachelor’s degree course or a single cycle master’s degree course, who have achieved a secondary school diploma abroad in less than 12 years.

These students, before enrolling in an European Union university, must necessarily close the gap between the duration of their schooling and the required 12 years by attending the university of their country for the necessary number of years. These years of university enrollment, if equal to the number of years missing to reach 12, are NOT counted for the purposes of the academic regularity requirement of the previous point.

Examples

3.1.4. Documents of qualification achieved abroad

During the admission to the degree course, the student must provide to the International Affairs Unit the documents of the foreign qualification, that must include the information about the final mark achieved and the maximum and minimum mark required for the qualification.

3.2. Students enrolled in the FIRST year of all degree courses

Students enrolled in the first year of all degree courses must have achieved an access requirement to obtain the benefit and then they must achieve an ex-post merit requirement to maintain it.

3.2.1. Access requirement

Students enrolled in the first year of Bachelor’s degree courses and single cycle master’s degree courses must have achieved a high school diploma (or an equivalent qualification necessary to access to the university system) with a final mark **not less than 70/100 (66/100 for students with a disability of 66% or more, or pursuant to art. 3, paragraph 1 or 3, of the law n. 104)**. Students who have achieved a high school diploma in a foreign country will be evaluated considering the final mark in the documents of foreign qualification,, according to the diploma mark resulting from the application of the conversion formula adopted by the MIUR (MIUR note of June the 4th 2007):

$$V_{eq} = \frac{(V - V_{min})}{(V_{max} - V_{min})} * 40 + 60$$

There is no final mark requirement for students enrolled in the first year of master’s degree courses.

3.2.2. Ex-post merit requirement

For students enrolled for the first time in the first year of all degree courses, the beneficiary status is assigned in the final rankings according to the economic requirements mentioned at point 4.

To remain a full beneficiary, the student must achieve a minimum number of credits by August 10 2025 (as indicated in the table below).

Degree course	Access (high school/graduation final mark)	Ex-post merit (CFU on August 10th 2025)		Economic requirements (point 4 of this announcement)
		Free access courses	Limited access courses	
Bachelor’s degree	70/100	35		ISEE ≤ 26.306,25 € ISPE ≤ 57.187,53 €
Single-cycle master’s degree	70/100	35		
Master’degree	Not required	20	23	

Please note:

- for all the degree courses that include annual courses (“corsi a carattere annuale”), the ex-post merit requirement for the relative academic year is reduced by 2 credits for every course of this type;
- the ex -post requirements have to be calculated using a proportional criterion (see [3.4](#)).

To remain a partial beneficiary, in the absence of the above requirement by August 10 2025, the student must achieve the minimum number of credits by November 30 2025.

Students who do not achieve the minimum number of credits by November 30 2025 will forfeit the scholarship benefit (see point [11.1](#)).

3.3. Students enrolled in the SECOND AND SUBSEQUENT years of all degree courses

3.3.1. Number of credits

Students enrolled in the second and subsequent years of all degree courses must have achieved in the current course of study the number of credits specified in the following table, resulting from **exams completed and registered by August 10 2024** (*not ex-post*):

(NB: read carefully points [3.4](#) and [3.6](#))

Degree course	Year of course					
	2nd	3rd	4th	5th	6th	Last semester (one year outside prescribed time)
<i>Free access courses</i>	Required CFU					
Bachelor's degree	35	80	=	=	=	135
Single-cycle master's degree	35	80	135	190	245	+55*
Master's degree	30	=	=	=	=	80
<i>Limited access courses</i>						
Bachelor's degree	35	88	=	=	=	148
Single-cycle master's degree	35	88	148	209	269	+60*
Master's degree	34	=	=	=	=	88

* In addition to the last year of the course

Please note:

- for all the degree courses that include annual courses ("corsi a carattere annuale"), the merit requirement for the relative academic year is reduced by 2 credits for every course of this type;
- the requirements have to be calculated using a proportional criterion (see [3.4](#)).

Important: The required number of credits for the scholarship is calculated with reference to the credits achieved during each past academic year, starting from the year of first absolute enrollment, including the academic years in which the student repeated, for any reason, the same year of studies (see [3.1.2](#)).

3.4. Proportional criterion

If the number of achievable annual credits for a degree course is lower than 60, a proportional criterion (rounded down) is applied to determine the merit requirement, as indicated in the tables in points 3.2.2 and 3.3.1, with reference to the number of credits indicated in the degree course regulation. The exact merit requirement for each degree course is indicated in the TABLE OF MERIT, that will be published on the University website.

The maximum credits required for students enrolled in the first year outside the prescribed time do not include the credits assigned for the thesis.

[Examples](#)

3.5. Validity of credits and weighted average

3.5.1. Valid Credits

In the following table you find a summary of the valid credits for the merit requirements at point 3.2.2 and 3.3.1. The credits must be achieved before the above-mentioned deadlines.

Valid CFU	
CFU resulting from exams completed and regularly registered from the beginning of the academic career	recognised in the study plan* for the course to which the student is enrolled in the 2024/2025 academic year**
CFU resulting from Exams with a mark not expressed in thirtieths	
CFU recognised and included in the student's study plan <u>from activities or exams completed AFTER the enrollment</u>	*with reference to the degree course regulation or, only for second and subsequent years, to the study plan proposed by the student and already approved by "Collegio didattico" pursuant to art. 12, D.M. 270/2004 by the date of submission of the application.

**ex-post merit only for the first year: alternatively, credits recognised for the course to which the student enrolls in the a.y. 2025/2026, albeit different from the previous one, will be considered valid, only for courses in this University.

Not valid CFU

CFU resulting from the exams outside the study plan

CFU credits from partial exams

CFU from activities or exams completed BEFORE the enrollment, even if they are recognised and included in the student's study plan (for example, [language certificates](#) or [IT skills](#) obtained at high school)

For the master's degree course, credits achieved during the Bachelor's degree, even if they are in excess of 180, possibly recognized to the student at the enrollment.

3.5.1.1. Exams completed during the International Mobility

Notwithstanding the above, the credits achieved during the international mobility by the established deadlines are valid, even if they are registered later.

3.5.1.2. Internship exam of the medical courses and other activities

Notwithstanding the above, the annual internship exam of the first and second level degree courses of the Faculty of Medicine and Surgery (with the exception of the the single-cycle master's degree courses) is counted for the merit requirement even if completed and registered after August 10 2024 (*after August 10 2025 for students enrolled in the first year*) but in any case no later than **September 30 2024** (*September 30 2025 for first year students*).

3.5.2. Weighted Average

For second and subsequent years the student must calculate and declare the weighted average referred to the valid exams. Examinations with marks not expressed in thirtieths should not be considered. The grade "30 and praise" is worth 30.

[Examples](#)

3.6. Bonus

If the student enrolled in [Bachelor's degree courses and single-cycle degree courses](#) does not have the minimum number of credits mentioned in points 3.2.2 or 3.3.1, he/she can use a bonus in addition to the credits actually achieved. The bonus can be used in the following way:

- **five** credits, if used for the first time to keep the benefits of the first year and/or to achieve the benefits for the second year;
- **twelve** credits, if used for the first time to achieve the benefits for the third year;
- **fifteen** credits, if used for the first time to achieve the benefits for the following academic years.

How to use the bonus.

- After being used for the first time, the bonus cannot be increased in the subsequent years and the student can use only the remaining bonus. (calculated by subtracting the used bonus credits from the maximum bonus available in the year of first use).
- For the [master's degree courses](#) (not single-cycle) it is not possible to use the bonus for the achievement of the ex-post merit requirement for the first year, but for the subsequent years the student can use the remaining bonus from the previous years of university. The bonus is not available, since it has never been accrued, to students enrolled in a master's degree program who have achieved a first level degree in a foreign university or in degree courses prior to the D.M. 509/99 and 270/04.
- The remaining bonus must be calculated in the above-mentioned manner even if the bonus has been used for the first time in a different academic career or in a different university. **The bonus previously used in the other universities affects the remaining bonus available in in Bicocca.**
- Is subject to the proportional criterion at point 3.4, but without rounding.

3.7. Students with disabilities

Students with a disability of 66% or more (or pursuant to article 3, paragraph 1 or 3, of the law n. 104 of 5 February 1992) may have individual merit requirements, based on the type of disability and different from the values of points 3.2.2 and 3.3.1 up to a maximum of 40%. The merit requirements will be established by a specific Commission.

3.8. Specialisation Schools and Ph.D programs

The scholarship beneficiaries enrolled in the **first year** of the Ph.D program or Specialisation Schools maintain the benefit and have the right to get the second scholarship installment if they meet all the requirements for the access to the course. There is no ex-post merit requirement to maintain the scholarship.

Students enrolled in the **second and subsequent years** of a Ph.D program or Specialisation Schools must be regularly enrolled in the declared course year, maintaining the academic regularity (see [3.1.2](#)).

4. ECONOMIC REQUIREMENTS

To meet the economic requirement necessary for the scholarship application, students must have a correct ISEE **with a value not higher than:**

ISEE	€ 26.306,25
ISPE*	€ 57.187,53

* ISPE = ISP/benchmark equivalence value

The two above limits must be respected jointly; the overcoming of only one of them involves the non-possession of the economic requirement and the non-eligibility for the benefit.

Read carefully the [“ISEE Guide”](#).

5. SCHOLARSHIP AMOUNT

The scholarship amount is differentiated according to the ISEE of the student’s household and according to his/her geographical origin.

5.1. Income brackets

There are three income brackets based on the ISEE value:

	ISEE value		ISPE value
	From	to	Not higher than
First bracket	€ 0,00	€ 13.153,13	€ 57.187,53
Second bracket	€ 13.153,14	€ 17.537,50	€ 57.187,53
Third bracket	€ 17.537,51	€ 26.306,25	€ 57.187,53

5.2. Geographical origin

According to the travel time between the residence of the household and the location of the university courses, the students are divided into three groups. In the case of a divided household, with the family members resident in different locations, the travel time will be calculated considering the closest residence to the location of the course attended. **If the student changes his residence and moves closer to the course location, the travel time will be calculated considering the student's residence (with the exception of foreign students with the household resident abroad, in possession of a study visa, and political refugees).**

The duration of the route that must be considered is the minimum one, based on the journey by public transport, excluding the journeys on foot or by individual transport and the waiting time in the case of a single vehicle; in the case of plurality of means of transportation only the intermediate waiting time is counted. High-speed trains shall not be considered.

Travel times are based on the timetables of Trenitalia and local transport companies and can be verified by consulting:

- the websites of the transport companies
- <http://www.muoversi.regione.lombardia.it>
- <https://www.google.it/maps>

- a. **“In sede” students:** students belonging to households residing in the metropolitan area of the degree course or residing in the surrounding areas. These students use public transport daily, with a travel duration up to 60 minutes from their residence to the course location.
- b. **“Pendolari” students:** students belonging to households residing in other towns than the location of the degree course. These students can reach the location of the courses daily, using the public transport with a travel duration from 61 to 90 minutes.
- c. **“Fuori sede” students:** students belonging to households residing in towns from which it is not possible to reach the location of the course by public transport in 90 minutes or less. For this reason “fuori sede” students pay the rent in a house distant no more than 90 minutes from the location of the course (and more than 30 minutes from the household residence), using the University housing facilities, public residential facilities or other private accommodation or institutions, for a period of not less than 10 months within the academic year, from October 2024 to September 2025 (for students enrolled in the first year outside prescribed time for the first time, the duration of the lease contract must be at least 5 months in the period October 2024 – March 2025).*
- d. **Independent students:** students that meet all the independent student requirements established at [point 3.2.](#) of the ISEE GUIDE on the website, regardless of the geographical origin, who live in a paid accommodation under the same conditions indicated for “fuori sede” students.

Living arrangement	Documents to upload on “Sportello online” by November 16 2024	Additional documents to upload on “Sportello Online” after November 16 2024
University housing facilities	None	None
Other collective residential facilities	Acceptance letter and tax-valid certification concerning the payment of the rent for the accommodation (tax receipt or bank transfer receipt)	Subsequent payment receipts
Lease contract	Signed lease contract with the registration receipt	Any subsequent obligations
International mobility	Lease contract abroad with a tax receipt or bank transfer receipt, or any other tax-valid certification concerning the payment of the rent	Subsequent payment receipts
Living arrangement already certified on “Sportello online” for the academic year 2023/2024 and still valid for the academic year 2024/2025	If subsequent obligations are NOT required: none	None
	If subsequent obligations are required: documents of the subsequent obligations or binding agreement to provide the documents later (if the previous living arrangement is still valid on October 16 2024).	Any subsequent obligations (contract renewal, payment of “imposta di registro”, etc)
Students enrolled or about to enroll in the first year of the master's degree or in Ph. D programs and Specialisation Schools , if not enrolled in the a.y. 2024/2025 (or not graduated) by October 16 2024 and not yet in possession of a lease contract, provided that the graduation of the previous course level has been achieved (or is about to be achieved) in a town different from the location of the a.y. 2024/2025 course. Students enrolled in the first year of the single-cycle master's degree of Faculty of Medicine and Surgery , if not enrolled in the a.y. 2024/2025 by October 16 2024.	Binding agreement to provide a lease contract or other valid documents* *Notwithstanding the above concerning the minimum period of 10 months, for these students the lease contract duration must begin <u>no later than 30 days</u> after the date of enrollment in the a.y. 2024/2025 (or no later than 30 days after the date of the graduation in the previous course level, if it has occurred after the enrollment in the a.y. 2024/2025) and must continue <u>at least until September 2025</u> .	Documents of the living arrangement (by March 31 2025)
Non-UE students who are unable to obtain the visa by the beginning of the academic year (October 1 2024)	Binding agreement to provide a lease contract after the arrival in Italy and by March 31 2025. * Notwithstanding the above concerning the 10 months period, contracts with a shorter duration can be accepted, but the scholarship amount will be reduced proportionally to the contract duration.	Documents of a paid living arrangement, as explained in the table fields above (deadline to upload the documents: March 31 2025).

The lease contract must be regularly registered with “Agenzia delle Entrate” to the student or to a member of his household. The rented dwelling must not be owned, even in part, by a member of the household.

The rent must be in line with current local market prices. In the absence of the above-mentioned documents or if the documents are uploaded after the deadline, the student will be considered as “pendolare”.

The “fuori sede” condition is recognized to students who graduate before having completed the minimum months indicated above, in the presence of a valid lease contract.

If the student loses the “fuori sede” condition because of a lease contract below the minimum duration indicated above or for having declared an erroneous travel time, the scholarship amounts will consequently be recalculated for the entire academic year. Penalties for untruthful declarations may be applied (see “Checks of the self-certification veracity” at point [2.1](#)).

5.3. Scholarship amounts

5.3.1. Students enrolled in years of regular course

The amount of scholarships, including the reimbursement of the regional tax (with the deduction of the amount for the free canteen service), is calculated combining the income brackets and the geographical origin:

Money			Total benefit (money + free canteen service)	
“In sede” students				
First bracket	€ 2.545,00	S.T.E.M. female students*: € 2.700,40	€ 3.357,00	S.T.E.M. female students*: € 3.512,40
Second bracket	€ 2.115,00		€ 2.927,00	
Third bracket	€ 1.286,00	S.T.E.M. female students*: € 1.705,60	€ 2.098,00	S.T.E.M. female students*: € 2.517,60
“Pendolari” students				
First bracket	€ 3.905,00	S.T.E.M. female students*: € 4.110,40	€ 4.717,00	S.T.E.M. female students*: € 4.922,40
Second bracket	€ 3.290,00		€ 4.102,00	
Third bracket	€ 2.417,00	S.T.E.M. female students*: € 3.062,80	€ 3.229,00	S.T.E.M. female students*: € 3.874,80
“Fuori sede” and independent students				
<i>Living in the University housing facilities or other public or private accommodation for at least 10 months during the academic year 2024/2025</i>				
First bracket	€ 7.258,00	S.T.E.M. female students*: € 7.608,40	€ 8.070,00	S.T.E.M. female students*: € 8.420,40
Second bracket	€ 6.205,00		€ 7.017,00	
Third bracket	€ 4.919,00	S.T.E.M. female students*: € 6.065,20	€ 5.731,00	S.T.E.M. female students*: € 6.877,20

*To promote the access to the university education in scientific subject for the female students and to reduce the so-called "gender gap", for female students enrolled in S.T.E.M. degree courses (Science, technology, engineering and mathematics) the amount of the scholarship is increased by 20%.

5.3.2. Students enrolled in the first year outside prescribed time

For students enrolled in degree courses activated under the D.M. 270/2004 and beneficiary of the scholarship for the year following the last enrollment in regular academic year (considering the year of his first absolute enrollment), all the amounts mentioned at point 5.3.1 are halved.

5.3.3. Degree prize

Students beneficiaries of the scholarship in the academic year 2024/2025, enrolled in Bachelor’s degree, master’s degree and single-cycle master’s degree courses, can obtain a degree prize, equal to half of the amount of the scholarship received (without considering the amount deducted for the free meal), if they achieve the degree qualification within the prescribed time **in the same academic year**. The prize will be automatically assigned to the entitled students. The degree prize for the title achieved in the academic year 2024/2025 cannot be combined with the scholarship for students enrolled in the first year outside the prescribed time in a.y. 2025/2026: in case of eligibility for both benefits, the student will receive the one with the higher amount.

5.4. Free canteen service

Free canteen service is established for scholarship beneficiaries enrolled in any year and for eligible non-beneficiaries enrolled in second and subsequent years.

Eligible non-beneficiary students enrolled in the first year of the course can have the meal at the cost of the first income bracket.

Students who do not use the canteen service are not entitled to any reimbursement, except for documented periods of study far from the location of the degree course in case of Erasmus (in Italy or abroad) or other learning activities on the initiative of the University and included in the degree course program (internship, etc).

If in the proximity of the seat of the student's course there are no affiliated restaurants or canteens, the student can contact servizi.dsu@unimib.it in order to define the manner of delivery of the canteen service.

When the student achieves the degree qualification, he/she loses the right to use the canteen service, unless he/she continues, without interruption, at the higher level of studies:

- the student enrolled in the last year of regular course of any level is entitled to the free canteen service after the graduation until December 31 only if he/she continues, without interruption, at the higher level of studies at the University of Milano-Bicocca;
- the student enrolled in the first year outside prescribed time of any course level is entitled to the free canteen service after the graduation until June 30 only if he/she continues, without interruption, at the higher level of studies at the University of Milano-Bicocca.

To learn more about the use of the canteen service, see "[Canteen Service](#)".

Student	Free meal period	Meals based on the distance	
		Up to 90 minutes	More than 90 minutes
Subsequent regular years	January – December 2025	a free meal a day at lunch time from Monday to Saturday, with the exception of holidays, August and the closing days of restaurants and canteens.	A free meal a day at lunch time from Monday to Saturday, with the exception of holidays, August and the closing days of restaurants and canteens.
Outside prescribed time	January – June 2025 (from July 2025 the canteen service will be allocated in the appropriate income bracket.)		
1st year – total beneficiary (see 3.2.2)	January – December 2025		
1st year – partial beneficiary (see 3.2.2)	January – December 2025 (return 50% of the consumed meals, see 11.2)		
1st year – forfeiture of the scholarship (see 3.2.2)	January – December 2025 (return 100% of the consumed meals, see 11.2)		
			A discount for the evening meal based on the income bracket or a free evening meal if not yet consumed at lunch time of the same day.

Before January 1 2025 the cost of the meal will depend on the income bracket based on the ISEE value.

6. SCHOLARSHIP INTEGRATIONS

6.1. Students with disabilities

6.1.1. Amounts

If the scholarship beneficiary belongs to the categories mentioned in art. 2 of the law March 19, 1971, n.118 or to other categories of disabled people protected by law, with a recognised disability of 66% or more (or pursuant to article 3, paragraph 1 or 3, of the law n. 104 of 5 February 1992), the annual amount of the scholarship can be increased by maximum of 40%.

For students considered as	Maximum integration	
"in sede"	First bracket	€ 1.170,80
	Second bracket	
	Third bracket	€ 839,20
"pendolari"	First bracket	€ 1.640,80
	Second bracket	
	Third bracket	€ 1.291,60

“Fuori sede” and independent	First bracket	€ 2.806,80
	Second bracket	
	Third bracket	€ 2.292,40

This scholarship can be attributed upon a justified request from the student and can be converted into specialist equipment, separated learning material, place in housing facilities, assignment of a helper or assistant for studies, interpreter or any other appropriate means of overcoming particular individual difficulties.

6.1.2. Period and methods of payment

The scholarship increases for students with disabilities will be assigned by a special commission after the publication of the final scholarship rankings and paid to entitled students, in accordance with the methods set out in point 9.2, with the first installment of the scholarship

6.2. International mobility

6.2.1. Amounts for international mobility

Students who receive scholarships, except for students enrolled in a Specialisation Schools, can compete for the assignment of integration for international mobility. This integration can be also requested by the students who take part in an Italian Erasmus.

The assignment of the scholarship integration is based on the available funds and on the duration of the period spent abroad.

The integration amounts to € 600,00 a month for the duration of the period spent abroad, up to a maximum of ten months. The study program or internship carried out abroad must be certified by the structures responsible for international exchange at the University. The amount of any other contributions granted with European Union funds, as a result of bilateral agreements even outside the EU, and with funds made available by public or private entities is deducted from the amount of the scholarship integration.

The students are also entitled to reimbursement for:

- round-trip travel expenses up to € 100,00 for European countries and up to € 500,00 for non-European countries;
- the amount of the deduction for free meals not used during the period of residence abroad, except for August;
- for the beneficiaries of the housing service at preferential tariff, the amount withheld from the scholarship for the payment of the housing service during the months of residence abroad (see [6.2](#))

The reimbursement of meals and housing service fees will be calculated on the basis of the number of months spent far from the degree course location and will be paid only for study or internship travels within the Erasmus program (in Italy or abroad) or similar initiatives authorized by the University. Other periods of study on the initiative of the student will not be reimbursed.

These rights are extended, upon a request from the student, to the graduates involved in mobility projects of the European Leonardo program (or similar initiatives) provided that they graduated no more than one year before the start of the traineeship and that they were eligible for the Scholarship in the last year of studies.

The integration for international mobility is granted to the entitled students only once for each course level.

[Examples](#)

6.2.2. International mobility rankings and payment

The provisional rankings of the integration for international mobility will be published on “Sportello online” by January 31 2026. Any motivated appeals against the outcome of the rankings must be presented within 15 days after the publication. Once the appeals have been evaluated, the final rankings will be published.

The assignment of the integrations will be based on the criteria adopted for the scholarship rankings, up to the amount of the planned budget.

The payment of the integration (including reimbursement of meals and travel expenses) will take place by March 31 2026 in accordance with the methods set out in point 9.2. (For possible accommodation refund see [6.2](#)).

6.3. Contemporary enrollments

Students enrolled in two degree courses at the same time in accordance with the law can obtain and maintain the scholarship, increased by 20%, for one of the degree courses, if they possess and maintain the established merit requirements for the entire duration of both academic careers. The student is not eligible for the integration if he/she loses the requirements for the scholarship for one of the courses of study.

7. DEFINITION OF THE RANKINGS

Students with a recognised disability of 66% or more (or pursuant to article 3, paragraph 1 or 3, of the law n. 104 of 5 February 1992) and who are eligible for the scholarship are entitled to get the benefit even in excess of the number of available scholarships.

7.1. Students enrolled in the FIRST year of all DEGREE COURSES and ALL years of PH.D and Specialisation Schools

The ranking is based on the ISEE of the household compared to the limit of € 26.306,25 for a maximum of 1000 points assigned with the following formula:

$$Score = \left(1 - \frac{\text{students' s ISEE}}{26.306,25} \right) * 1.000$$

The ranking order is determined degressively on the basis of scoring. In case of equal scores, the grade of the previous educational qualification and then the minor age prevails.

7.2. Students enrolled in SECOND AND SUBSEQUENT YEARS of all DEGREE COURSES

The ranking order is determined degressively on the basis of scoring. The total score derives from the sum of the score related to the number of credits achieved by August 10 2024 and the score determined by the weighted average of the completed exams (for the relevant credits). The total score is 1.000 points distributed as follows: 600 points based on the number of credits and 400 based on the weighted average.

In case of equal scores, the student who did not use the bonus and then the student with a higher score related to ISEE prevails in the rankings. In case of a further tie the younger student prevails.

The score based on the achieved credits, relating to exams completed and registered by August 10 2024, is calculated using the following formula:

(achieved credits – minimum credits)	X	600 (maximum credits – minimum credits)
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The score for the weighted average grade (for the relevant credits) of the exams completed and registered by August 10 2024 is calculated according to the following formula (the grade 30 with honors is counted as 30):

(student's weighted average – 18)	X	400 (30-18)
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8. PUBLICATION OF PROVISIONAL RANKINGS AND APPEALS

The provisional rankings will be published by **October 31 2024** on "Sportello online".

Any requests to review the position in the provisional rankings must be submitted online within and not later than 15 days after the publication of the provisional rankings.

Once the revision procedure is complete, the final ranking will be published.

Further appeals against the final decision must be presented to the Judicial Authorities within the deadline established by the current legislation.

Note for beneficiaries under condition: eligible students who are about to enroll in Ph. D programs, in Specialisation Schools or in the first year of the master's degree and single-cycle master's degree of Faculty of Medicine and Surgery, if not yet enrolled in the a.y. 2024/2025 (or if they have not achieved yet the qualification of the previous level) on the date of the publication of the final rankings, will be considered beneficiaries, but the benefit will be confirmed only if they complete the enrollment procedure in the a.y. 2024/2025. The same condition applies to non-UE student without a visa: to confirm the benefit, these student have to obtain the visa by January 30 2025.

9. PAYMENT OF THE SCHOLARSHIPS

9.1. Payment methods

The amounts due to the beneficiaries will be paid by crediting the University Card provided to each student (in case of an inactive badge, the alternative IBAN indicated by the student in the application will be used).

With regard to beneficiaries of the housing service at preferential tariff (read the housing service announcement), € 1.500,00 will be withheld from the amount of the first installment of the scholarship in order to cover the first six months of residence in housing facilities and € 1.250,00 will be withheld from the amount of the balance to cover the remaining five months of residence. For students enrolled in the first year outside prescribed time only the first deduction applies.

The University reserves the right to make further deductions from the scholarship amounts in case of not previously agreed student's debit positions or in case of defaults by the debtor.

9.2. Payment times

9.2.1. First and second installment

The **first installment** of the scholarship, equal to 50% of the total amount (100% for students enrolled in the first year outside prescribed time), will be paid to the beneficiaries by **December 31 2024**.

Students who are about to enroll in the first year of the master's degree and in Ph. D programs or Specialisation Schools, if not enrolled in the a.y. 2024/2025 on the date of the publication of the final rankings, will receive the first installment after enrolling in the a.y. 2024/2025. Non-UE students who have not obtained their visa in the beginning of the academic year may receive the payment later, only after they provide the documents required for "fuori sede" condition (see point [5.2](#)).

The **second installment**, with the remaining 50%, will be paid to the students enrolled in subsequent years by **June 30 2025** (*consistent with the actual disbursement of funds*).

For students enrolled in the first year, the second installment of the scholarship will be paid after the verification of the achievement of the minimum merit requirements (see point [3.2.2](#)).

9.2.2. Degree prize

The degree prize for the achievement of the qualification within the prescribed time in a.y. 2024/2025 will be paid to beneficiaries by July 31 2026.

10. INCOMPATIBILITY AND TRANSFERS

10.1. Incompatibility

The scholarship is incompatible and therefore not cumulative with:

- similar forms of economic aid provided by other public or private bodies;
- scholarships awarded by the University pursuant to art. 12 of the Prime Ministerial Decree of 9 April 2001;
- scholarships for foreign students provided by the Ministry of Foreign Affairs;

In such cases, the student has the right to choose one or the other benefit. The choice has to be made no later than 30 days after the assignment of the second benefit, sending a written communication to the University. Failing this, the student will incur the forfeiture of the benefits.

The scholarship is compatible with:

- contributions for residence abroad;
- scholarships for excellence courses provided by the University.

10.2. Transfers

The student who has moved from another University after the beginning of the academic year will have to ask the Managing Body of the Right to Education of the University of origin the official transmission of the application, submitted within the deadline indicated in the announcement of that University. The regularisation of the transfer must be completed before the publication of the final rankings. Admission to the rankings will be subject to the merit and the income requirements and to the availability of resources.

In case of transfer to another University after the beginning of the academic year, the student can ask the University, within 15 days after the publication of the provisional scholarship rankings, to send the submitted scholarship application to the University where the student is transferred.

In this case the student loses the scholarship granted by the University of Milano-Bicocca.

11. FORFEITURE OF THE SCHOLARSHIP BENEFITS

11.1. Total forfeiture

The student loses the scholarship benefit in the following cases:

- a. the student incurs disciplinary sanctions superior to the written censure for offenses committed against the University;
- b. the student does not submit to the University, within the deadline indicated by registered letter with acknowledgement of receipt, any original documentation required for checking the veracity of the produced self-certifications (see "[Checks of the self-certifications veracity](#)");
- c. the University verifies the non-truthfulness of the data declared by the student in self-certification and finds out that the student does not meet merit and/or the income requirement set out at points 3 and 4;
- d. the student submits an application to withdraw from the studies or transfers to another University during the academic year 2024/2025. This provision does not apply in the case of students enrolled in the first year of Bachelor's degree, master's degree, single-cycle master's degree, if the merit requirement set out at point 3.2.2 is achieved by the student before the resignation or transfer;
- e. after the publication of the final rankings, the student is enrolled with repetitions of the year of studies in the academic year 2024/2025;
- f. the student enrolled in the first year of Bachelor's degree, master's degree, single-cycle master's degree does not achieve the merit requirement set out at point 3.2.2;
- g. the student enrolled in the academic year 2024/2025 has achieved the degree before the date of publication of the final rankings;
- h. the student being a beneficiary under condition (see [note at point 8](#)) does not enroll in the academic year 2024/2025 within the established deadline;
- i. non-UE student who does not obtain the visa by January 30 2025.

For students with a disability of 66% or more (or pursuant to article 3, paragraph 1 or 3, of the law n. 104) who do not meet the merit requirement set out in point 3.2.2 the provisions concerning the forfeiture of the scholarship and the payment of the second installment do not apply.

11.2. Partial forfeiture

The student enrolled in the first year of Bachelor's degree, master's degree, single-cycle master's degree loses the right to total scholarship benefit and obtains the right to partial scholarship benefit if he/she achieves the merit requirement set out at point 3.2.2 by November 30 2024.

11.3. Consequences of forfeiture

To learn more about the forfeiture resulting from an untruthful declaration see "[Checks of the self-certifications veracity](#)".

In other cases of forfeiture of the scholarship benefit that are not caused by false declarations, the student must pay to the University:

Total forfeiture	Partial forfeiture
<ul style="list-style-type: none"> • the amount received, including any integrations; • the amount equivalent to the value of the canteen service actually used, calculated by switching the consumed free meals to the cost of the income bracket based on the ISEE value; • the amount equivalent to the months of actual use of the university residence at preferential tariff. 	<ul style="list-style-type: none"> • the possible amount received in excess of the amount he/she is entitled to, including any integrations; • the amount equivalent to 50% of the value of the canteen service actually used, calculated by switching the consumed free meals to the cost of the income bracket based on the ISEE value; • the amount equivalent to the months of actual use of the university residence not yet paid by means of deduction, at preferential tariff.

Agreements with the student can be concluded to define the recovery procedure, even by installments.

Failure to pay, in part or in full, the amount due will result in the opening of the procedures for the forced recovery, as well as the arrest of the academic career of the student until the payment is made.

EXCEPTIONAL SUBSIDY

(see [Deadline and procedure for submitting the application](#))

Exceptional Subsidies are assigned within the limits of the specific budgetary allocation and they can be accumulated with all the other forms of assistance. They can be granted only once during each academic year and, for the same event, only once for the entire duration of the university studies.

1. Amount

The amount of the Extraordinary Subsidy varies according to the seriousness of the situation and shall not exceed € 3.000,00.

2. Cases when the Exceptional Subsidy can be granted:

- a. students who are going through serious family economic difficulties, with loss of the main income available;
- b. illnesses, accidents, surgical operations, expensive rehabilitative care, which have seriously affected the student or the members of the family jeopardizing the academic curriculum;
- c. death of a member of the student's family;
- d. students in a difficult economic situation that are facing periods of paternity/maternity (implementation of the Gender Equality Plan);
- e. psychotherapeutic support.

The Commission, at its sole discretion, may also grant the exceptional subsidy in emergency situations that are not included in the list above.

The above-mentioned events must have occurred during the period May 1 2023 – April 30 2025.

3. Who can submit the application

Students who are regularly enrolled in the a.y. 2024/2025 in Bachelor's degree, master's degree, single-cycle master's degree, Specialisation Schools (with the exception of the medical schools referred to in Legislative Decree 368/99 and the TFA) and Ph.D programs (including beneficiaries of Ph.D scholarship and research grants) in the University of Milano Bicocca:

- up to the second year outside prescribed time for students enrolled in Bachelor's degree, master's degree and single cycle master's degree;
- up to the first year outside prescribed time for Ph.D programs and Specialisation Schools.

Students with a disability of 66% or more (or pursuant to article 3, paragraph 1 or 3, of the law n. 104) can apply for the exceptional subsidy for one additional year to the above-mentioned conditions.

All the students must meet the following economic requirements:

Subsidy amount	Valid ISEE 2024*	ISPE
Up to 3.000,00 €	Up to 26.306,25 €	Up to 57.187,53 €
Up to 2.250,00 €	Up to 30.000,00 €	None

In exceptional and particularly serious cases, with appropriate motivation, the Commission, may decide to not consider the ISEE limits.

*To learn more about "Valid ISEE 2024" read the ISEE Guide.

In consideration of the possible change of the ISEE after the event for which the exceptional Subsidy is requested, it is also possible to accept the current ISEE and the ISEE 2025 with the DSU signed after the event and before the application deadline (in any case in time for the evaluation before the publication of the final ranking).

In any case the student will be excluded if he/she:

- is already in possession of a qualification of the same or higher level than the course for which he/she is requesting the benefit;
- is enrolled for the fourth time in the same course year, considering all the university careers of the same level.

4. When the application must be submitted

From July 8 2024 and by **April 30 2025**.

5. Documentation

Applicants must upload by April 30 2025 on “Sportello online” the documents that demonstrate the events for which the contribution is requested. The absence of such documentation will result in the automatic non-acceptance of the application.

6. Provisional ranking

The provisional ranking will be published by May 31 2025 on “Sportello online”.

7. Appeals

Any requests to review the results must be submitted online within and not later than 15 days after the publication of the provisional rankings.

8. Final ranking

The final ranking will be published after the review procedure has been completed.

9. Payment

The amount due to the beneficiaries will be paid by July 31 2025.

10. Commission

Applications admitted for evaluation in the preliminary phase and any subsequent appeals will be examined by a special commission, composed of the Rector or her delegate, the two student representatives and a Ph.D students representative elected by the Student Council. The commission can make use of the opinion of the competent doctor and the Delegate of the Rector for Disability.

HOUSING SERVICE

(see [Deadline and procedure for submitting the application](#))

1. AVAILABLE ACCOMMODATION PLACES

1.1. General information

All the University Residences of this University fulfill the purpose of hosting students regularly enrolled in the academic year 2024/2025 in Bachelor's degree courses, master's degree courses, single-cycle master's degree courses, Ph.D programs and Specialisation Schools.

To request an accommodation place it is necessary to submit the application from Sportello Online **by August 21 2024**.

Read carefully the [University Residences regulations](#).

1.2. Facilities available for students enrolled at the University of Milano-Bicocca

The University is verifying the possibility of additional accommodation places through agreements with external parties. Any further possibility will be communicated in a subsequent notice published on the University website.

The University reserves the right to offer additional places at higher tariff than indicated in case of additional services for students, in line with regional provisions.

2. RECONFIRMATE THE ACCOMMODATION PLACE

RECONFIRMATIONS	
Who can reconfirmate	Students who already live in the university residences at preferential tariff in the a.y. 2023/2024 and stay there in September 2024.
Tariff	See points 6.2 and 6.3
Other requirements	Students must be strictly up to date with the payment of all the University taxes and without other payments outstanding with the University (including collective or individual damages occurred in the housing facilities in the previous years) or with ex-CIDiS.

Please note that any exams completed after submission of the application, and in any case by August 10 2024, must be immediately communicated to Student Services – Fees and Funding Sector, in order to allow a timely and accurate evaluation of the merit requirement.

3. NEW ADMISSIONS

NEW ADMISSIONS	
Who can participate	Students resident in a town from which it is possible to reach the location of the course in more than 90 minutes. For the calculation of the travel duration, see the scholarship announcement at point 5.2. Exceptions to the 90 minutes may be allowed up to a maximum of n. 2 places, including reconfirmations , in exceptional cases with documented and serious reasons.
Who is excluded	<ul style="list-style-type: none"> students resident in towns where the university residences or apartments are located; students who are in debt to the University or to ex-CIDiS and students who haven't paid the arranged installments.

The assignment of accommodation places to students not belonging to the European Union, whose family still resides in a location distant more than 90 minutes from the place of the course, occurs in compliance with the regional provisions of the Decree of "Direttore Generale all'Istruzione, Formazione e Lavoro" of November 13, 2002, n. 21650.

4. DEFINITIONS OF THE RANKINGS AND PUBLICATION OF THE RESULTS

4.1. Definition of the rankings

I posti disponibili saranno assegnati in base a questo ordine :

1. Confirmations at preferential tariff until completion of the requests;

2. (in case of remaining places) confirmations for students at non-preferential tariff with disability of 66% or more (or pursuant to article 3, paragraph 1 or 3, of the law n. 104 of 5 February 1992);
3. (in case of remaining places) confirmations for students at non-preferential tariff, ranked by their ISEE value, up to a maximum of 20 places (in case of equal ISEE, the student with a higher merit will prevail)";
4. New admissions of students with a preferential tariff for the following groups:
 - UE students enrolled in the first year (and all the years of Ph. D and Specialisation Schools)
 - non-UE students enrolled in the first year (and all the years of Ph. D and Specialisation Schools)
 - UE students enrolled in subsequent years of Bachelor's degree, master's degree, single cycle master's degree"
 - Non-UE students enrolled in subsequent years of Bachelor's degree, master's degree, single cycle master's degree"

The rankings are based on income and merit requirements used for the scholarship assignment (see [point 7](#) of the Scholarship announcement). For students whose household is entirely resident abroad, in case of a further tie after the evaluation of the biological age, only for the housing service the household with larger number of members will prevail.

In the definition of the rankings the students with disability of 66% or more (or pursuant to article 3, paragraph 1 or 3, of the law n. 104 of 5 February 1992) will get the priority.

Students who are in debt to the University and students who have not paid the arranged installments are automatically excluded from the reconfirmation and new admission rankings. This also applies to students in debt to ex-Consortio CIDI. It is possible to request the removal of the exclusion paying the debt before the deadline for the submission of the appeals, otherwise the student will be non-eligible in the final ranking and for the confirmations the student will be required to resign.

4.2. Publication of the results and appeals

The provisional rankings will be published on "Sportello online" by **September 4 2024**.

Any motivated and documented **appeals** must be submitted **within 7 days** after the publication of the ranking, filling out the form on the web page of the outcome on the "Sportello online".

Once the revision procedure is completed, the University will publish the final rankings by **September 18 2024**. Further appeals against the definitive decision can be presented to the Judicial Authorities in accordance with the current legislation.

5. ASSIGNMENT OF THE ACCOMMODATION PLACES

5.1. Hospitality period

HOSPITALITY PERIOD	
Reconfirmations	from September 28 2024 to 12.00 on September 28 2025 , except for August 2025.
New admissions	from October 1 2024 to 12.00 on September 28 2025 , except for August 2025.

August:

In the month of August the students must leave their personal belongings in the closets in order to leave the room clear for the maintenance work. They will be able to return in their rooms from September 1 2025.

The student assigned to accommodation must scrupulously comply with the [University Residences Regulation](#).

5.2. Assignment

The student who is a beneficiary in the final rankings at the time of acceptance of the accommodation place must be up to date with the payment of the university fees of the a.y. 2024/2025; failing this, the student will lose the benefit.

The student who is not yet enrolled (i.e. who has not yet paid the fees of the a.y. 2024/2025) can **suspend** the assignment only if he/she is:

- a) enrolled in another university, waiting to achieve the degree of the previous course level to the course for which he/she asked the accommodation benefit;
- b) waiting for the the VISA issue;
- c) waiting for the scrolling of the rankings in the limited access courses or the enrollmend in a Ph. D;
- d) taking part in a period of study abroad (or in an Italian location that is far from the degree course) within the programs provided by the University.

In the above mentioned cases, at the time of suspension, the student must communicate on “Sportello online” the expected date of his/her arrival at the accommodation place and later the definitive date to servizi.dsu@unimib.it, with at least 7 days notice. In the absence of such notice within the time limits, the Office reserves the right to set an assignment date after the one indicated by the student. If the previously indicated arrival date passes without any communication from the student, the stay will be canceled and the accommodation place will be assigned to the next student in the ranking.

- In cases at points **a)** and **c)**, the accommodation will be assigned to the student and maintained until October 31 2024. After that date, the student can have a new assignment only after he/she definitively communicates his/her arrival date and only in case still available places.

- In case at point **b)**, the accommodation will be assigned to the student and maintained until January 30 2025. After that date, the student can have a new assignment only after he/she definitively communicates his/her arrival date and only in case still available places.

- In case at point **d)**, the accommodation will be assigned to the student and maintained until the date of return indicated by the student.

ACCEPTANCE /SUSPENSION OF THE ACCOMMODATION PLACE			
	Reconfirmations	New admissions BENEFICIARIES	New admissions ELIGIBLE NON-BENEFICIARIES
When	from 18 to 23 September 2024	from 18 to 23 September 2024	acceptances will be available in the time and in the ways that will be communicated. Daily checking of the ranking results is recommended.
How	Using the “sportello on-line” function, on the page where the final rankings will be published. The function is available only for students who are beneficiaries.		
Details	See point 5.2.1	See point 5.2.2	See point 5.2.3

5.2.1. Assignment for the reconfirmations

At the end of the procedure the student will receive the confirmation of acceptance at his *campus* e-mail address. The student must print the admission letter from “Sportello online” and present it to the residence reception.

Students who do not complete the acceptance will lose the benefit and must leave the room on September 28 2024.

Erasmus students who intend to return to the accommodation at the end of the mobility program must still complete the acceptance by the above-mentioned deadline.

Students who do not check-in at the reception after the acceptance procedure and within 30 days after the established date of arrival will lose the accommodation place.

5.2.2. Convocation and assignment for new admissions - BENEFICIARIES

The assignment occurs following the order of four rankings: EU students enrolled in second and subsequent years, non-EU students enrolled in second and subsequent years, EU students enrolled in the first year and non-EU students enrolled in the first year.

Within the limits of the availability of free beds, the preferences expressed in the on-line application will be taken into account.

In order to complete the assignment procedures, the student will have to carry out the following procedure:

- e) select acceptance - renunciation - suspension;
- f) in case of acceptance, self-certify the university enrollment and indicate the matriculation number.

Once the procedure has been completed, the student who accepts the bed will receive the confirmation of acceptance at his campus e-mail address. The admission letter is available on “Sportello online”.

The letter must be presented to the Residence of destination, together with a valid identity document.

Students who do not check-in at the reception after the acceptance procedure and within 30 days after the established date of arrival will lose the accommodation place.

Students who will be hosted in the Apartments must contact the number 02.64487000 or send an e-mail to servizi.dsu@unimib.it to fix the appointment for the delivery of the keys.

The student assigned to courses located in Sondrio, who intends to obtain a bed in the facility U182 of Sondrio, together with the acceptance procedure must contact servizi.dsu@unimib.it to indicate the chosen destination.

The student who intends to suspend the acceptance must indicate that option and comply with the provisions of section 5.2.

5.2.3. Convocation and assignment for new admissions – ELIGIBLE NON-BENEFICIARIES

When beneficiary students give up the accommodation place, the residences made available will be reassigned to other eligible students according to the order in the ranking and according to the assignment modalities for the beneficiaries. Acceptances will be available in the time and in the ways that will be communicated.

After the acceptance, the student must follow the instructions at point 5.2.2.

5.3. Post assignment transfers

Students who wish to change the assigned accommodation can submit a transfer request by writing to servizi.dsu@unimib.it. The requests will be processed in the order of presentation in case of available accommodation places.

5.4. International Mobility

Students who are beneficiary of an accommodation place and who participate in an international mobility program in the academic year 2024/2025 must communicate to servizi.dsu@unimib.it both the departure and the return date. During the period of absence the bed may be assigned to another student; upon returning from the program, a bed will be guaranteed to the student, but it will NOT necessarily be the same bed and the same Residence.

Entitled students can resume possession of the bed only on the expiry date of the mobility project, without prejudice to any availability of beds in case of early exit from the mobility program.

6. TARIFFS AND DEADLINES

6.1. General information

There are two rates for living in the facilities (6.2 and 6.3). For both rates the amount is halved if the student stays in the facility for no longer than 15 days in each month (14 for the month of February) and the payment refers to the period of actual use.

If a student with disability needs an accompanying person, he/she will have to pay the related cost.

Students who fail to pay the installment within the deadlines mentioned below must pay a penalty of € 15,00. The delay of more than 30 days from the deadline will cause the automatic loss of the right of the accommodation place, the forced recovery of the amount and the arrest of the academic career until the payment.

Students enrolled in the first year outside prescribed time can enjoy the preferential tariff until the achievement of the degree. If the degree is not achieved, they can stay until March 31 2025.

For the following months and until July 31 2025 the stay will be optional and upon request (to be submitted on "sportello online" by February 28 2025) and will be granted only in case of available places at non-discounted tariff of € 350,00.

Only students who are about to graduate in April 2025 can request an extension of the hospitality period at preferential tariff until graduation, sending an e-mail to servizi.dsu@unimib.it by February 28 2025.

The payments must be made on a monthly basis using "avviso di pagamento (PagoPA)", available in the section "Pagamenti con PagoPa" on "sportello on-line".

After the verifications of the truthfulness of the declared data, the student may be subjected to tariff changes during the academic year, with retroactive effect to the entire period of use.

6.2. Preferential tariff and deadlines

	Iscritti in corso regolare	Iscritti al primo fuori corso
Amount	250,00 € per month	
Period	from October 2024 to September 2025 (except for August)	from October 2024 to March 2025 (it can be extended if requested)
Requirements	Merit and income requirements indicated at points 3 and 4 of the scholarship announcement, regardless of obtaining the scholarship benefit.	
Payment deadline*	750,00 € by December 31 2024 750,00 € by March 31 2025 1.000,00 € by June 30 2025 250,00 € by July 31 2025	750,00 € by December 31 2024 750,00 € by March 31 2025
Payment methods*	PagoPA payment notices available in the section "Pagamenti con PagoPA on "Sportello online"	

*For students beneficiary of the scholarship the amount of the housing service at preferential tariff will be directly deducted from the payment of the two installments of the scholarship, at the amount of € 1.500,00 and € 1.250,00 respectively. No payment notice will be issued. Any non-occupation periods during the year (*as Erasmus travels*) will be settled at the end of the academic year. If the student communicates to dsu@unimib.it and servizi.dsu@unimib.it the non-occupation periods in time, the deduction can be made only for the months of the actual occupation.

Students who are beneficiary of a scholarship under condition (see [note at point 8](#) in the scholarship section), in cases where they do not receive the first scholarship installment by December 31, may suspend the payment for the accommodation place until they complete the enrollment procedure in a.y. 2024/2025.

Students who will not be scholarship beneficiaries due to the absence of enrollment will have to pay the due amount (equal to the months of actual use during the academic year) at € 350,00 tariff, with payment conditions to be agreed writing to servizi.dsu@unimib.it, and must leave the university residence by a date to be agreed with servizi.dsu@unimib.it.

6.3. Non-preferential tariff and deadlines

For the academic year 2024/2025 the NON-preferential tariff of 350,00 € per month remains valid with the requirements listed in the table below.

Ph.D students who in a.y. 2023/2024 were beneficiaries with the Pd.D Accommodation Call can stay in the residence paying their previous tariff until the end of the period established in that Call (12 months from the date of the beginning of hospitality). When that period ends, students who have the requirements and who requested in time the accommodation with the DSU benefits Call can obtain the confirmation of their accommodation place on a temporary basis with the rules indicated in this section.

	Years of regular course	First year outside prescribed time
Amount	350,00 € per month	
Period	from October 2024 to September 2024 (except for August)	from October 2024 to March 2025 (it can be extended if requested)
Requirements	<ul style="list-style-type: none"> students who meet the income requirement indicated at point 4 of the scholarship announcement, but not the merit requirement at point 3; students with an ISEE value not higher than € 30.000,00 and an ISPE value not higher than € 75.000,00 who do not meet the income requirement at point 4, but meet the merit requirement set out at point 3 of the scholarship announcement. 	
Ex-post merit requirement	Students who are beneficiaries of accommodation in a.y. 2023/2024 and do not meet the merit requirements for the DS scholarship, to confirm the accommodation for the a.y. 2024/2025 at non-preferential tariff must have achieved at least 15 credits between August 11 2023 and August 10 2024.	
Exclusion	The following students are excluded from the non-preferential tariff: <ul style="list-style-type: none"> students already in possession of a qualification of the same or higher level than the course to which they enroll in the a.y. 2024/2025; students enrolled more than two years outside prescribed time in the a.y. 2024/2025 (three years for students with a disability of 66% or more); students who enroll more than three times in the same year of the course, during all the academic careers of the same level (four years for students with a disability of 66% or more). 	
Payment deadline*	1.050,00 € by December 31 2024 1.050,00 € by March 31 2025 1.400,00 € by June 30 2025 350,00 € by July 31 2025	1.050,00 € by December 31 2024 1.050,00 € by March 31 2025
Payment methods*	PagoPA payment notices available in the section "Pagamenti con PagoPa" on "sportello on-line"	

6.4. Tariff reduction

The applied tariff will be proportionally reduced, in consideration of the reduction of the hospitality period, for the following students:

- students who are admitted after the beginning of the academic year;
- students who participate in an International Mobility Program, as long as it's certified by the University;
- students who are assigned to another university for a part of the academic year, in consideration of the particular educational system.

7. WITHDRAWAL - LOSS OF THE ACCOMMODATION PLACE

7.1. End of hospitality

If the student for any reason permanently leaves the accommodation, he must make an agreement with the Director/manager of the housing facility on the date of resignation.

Students enrolled in the first year of the course, after the withdrawal must contact dsu@unimib.it in order to verify their administrative status.

The student who is beneficiary of scholarship and who does not remain at the University housing facilities for at least 10 months (or 5 months in case of partial scholarship due to enrollment in a course year outside prescribed time) loses the “fuori sede” condition, unless he/she provides documents of another paid living arrangement with the requirements at point [5.2](#) of the scholarship announcement.

7.2. Forfeiture

The student may lose the right to the accommodation place even if he/she results beneficiary in the final rankings:

- a. for Reconfirmations: he/she did not follow the procedures set out at point 5.2.1;
- b. for Reconfirmations: he/she does not enroll in the academic year 2024/2025 by the established deadline;
- c. for New Admissions: he/she did not follow the procedures set out at points 5.2.2 or 5.2.3;
- d. for New Admissions: he/she is not regularly enrolled in the academic year 2024/2025 at the moment of the accommodation place acceptance;
- e. for New Admission: he/she has not obtained a visa by January 30 2025;
- f. he/she has made untrue statements. The provisions of the Announcement for the Assignment of the Scholarship are applied;
- g. he/she incurs serious disciplinary sanctions provided for by the [University Residences regulations](#).

CANTEEN SERVICE

(see [Deadline and procedure for submitting the application](#))

For the academic year 2024/2025, to access the canteen service with a preferential tariff at the University canteens and affiliated restaurants, students must submit a canteen service application using "Sportello on line" **by April 30 2025**.

The canteen service for the academic year 2024/2025 expires on December 31 2025 and is governed by the Regulations published on the University website: [Canteen service Regulation](#).

The canteen service allows the student to use:

- n. 1 daily meal at lunch time (*excluding public holidays*) for "in sede" and "pendolari" students (*see the definitions at point 5.2 of the scholarship announcement*);
- n. 2 daily meals for "fuori sede" students with the only distance requirement and independent students (*for the canteen service the lease contract is not required, see the definitions at point 5.2 of the scholarship announcement*).

In any case, the canteen service is suspended for all categories of students in the month of August and on the closing days of the canteens and affiliated restaurants.

The use of the canteen service is strictly personal.

1. WHO CAN BENEFIT FROM THE CANTEEN SERVICE

The canteen service is available to all the students enrolled in the a.y. 2024/2025 in Bachelor's degree, master's degree, single cycle master's degree, Specialisation Schools (with the exception of the medical Specialisation School referred to in Legislative Decree 368/99 and the TFA) and Ph.D programs activated by the University of Milano-Bicocca.

2. REQUIREMENTS

Students must meet the income and merit requirements specified below:

	Students enrolled in the FIRST year of all degree courses	Students enrolled in the second and SUBSEQUENT years of all degree courses *	Ph.D programs and Specialisation Schools
Merit	No merit requirement	To achieve and register at least 15 credits during the a.y. 2023/2024	To meet the requirements necessary for admission to the year of the course attended.
Income	ISEE not higher than € 30.000,00** and ISPE not higher than € 57.187,53 ** (ISPE = ISP / benchmark equivalence value)		

* including students with repetitions of the first year or repetitions of the first year after a transfer from another university or a change of degree course. These students will have the right to the service based on their income bracket for a number of years equal to the prescribed duration of the course plus one (*starting from the first year of enrollment of the active academic career*).

** If the canteen request is submitted after December 31 2024, ISEE 2024 is still required.

NB: Students enrolled in more than one year outside prescribed time during the same academic career cannot benefit from the canteen service with preferential tariff.

3. AUTOMATIC EXCLUSION FROM THE CANTEEN SERVICE

Even if the student meets the economic and merit requirements, he/she will not have the right to the canteen service benefit in the following situations:

- previous achievement of another degree, diploma, specialty or other qualification as per Presidential Decree 162/1982 of a course level equal or superior to the course attended in the 2024/2025 academic year;

- b. second year of repetition of the same year of the course within the same academic career in the 2024/2025 academic year;
- c. enrollment in the same year of the course for the third time during all the academic careers of the same level;
- d. existence of not agreed debts with the University or with ex-Consortio CIDI&S;
- e. for Ph.D programs and Specialisation Schools: repetition of the same year of the course within the same academic career.

4. PRICE OF THE MEAL

These are the tariffs for the meal:

INCOME BRACKETS	ISEE	CANTEEN SERVICE TARIFF (price for the student)	
		Complete meal	Reduced meal*
First	Not higher than € 13.153,13	€ 3,30	€ 2,42
Second	Between € 13.153,14 and € 17.537,50	€ 4,10	€ 3,00
Third	Between € 17.537,51 and € 26.306,25	€ 4,70	€ 3,45
Fourth	Between € 26.306,26 and € 30.000,00	€ 5,50	€ 4,03

* The student can benefit from the reduced meal only at the canteens and affiliated restaurants that have an agreement about that and only for the evening and holiday meals. The University reserves the right to extend the possibility of using the reduced meal at other canteens, affiliated restaurants and meals by giving appropriate notice to the parties concerned.

5. TRANSFERS

Students who have applied for a transfer from another University to the University of Milano-Bicocca will obtain the right to use the canteen service after completing the enrollment.

6. USE

The eligible student is able to benefit from the canteen service using the University card from October 1 2024, after his request has been evaluated and accepted and after he has received the University Card (any new methods of use of the canteen service will be communicated on the University website).

The student must:

- verify his/her eligibility for the canteen service by using the specific function “Esito Mensa” on “sportello online”;
- in case of eligibility, the student must activate the University Card as “canteen card” using one of the POS in the University. It is recommended to use the POS twice and wait for the receipt with the indication “Aggiornamento parametri”.

It is recommended to perform the operation above by using one of the POS in the University buildings before going to the canteen, because the POS in the canteens are often not updated in real time and do not update the parameters required for the meal, but they only read the parameters in the University Card.

If the parameters change during the academic year (for example, the free meal of the scholarship beneficiaries), the student must update the parameters in the University Card using again one of the POS.

No rankings will be published for the canteen service.

7. FORFEITURE

Students who achieve the degree and do not continue at the higher course level at the University of Milano-Bicocca lose the benefit of the canteen service. Any meals consumed after the graduation date will be charged at the full cost of the service. The sanction envisaged by the [Canteen service Regulation](#) will also be applied.

Students who achieve the degree and continue without interruption at the higher course level at the University of Milano-Bicocca, can benefit from the canteen service at the current conditions up to December 31 2025. If the student does not continue the studies, he/she will have to pay at the full cost of the service all the meals enjoyed from the day after the graduation date. The sanction envisaged by the canteen service regulation will also be applied.

The forfeiture also applies to students who move to another university or cease studying. Any meals after the date of transfer or renunciation will be charged at the full cost of the service. The sanction envisaged by the canteen service regulation will also be applied.

DEFINITIONS

For the purpose of assigning the right to education benefits, the meaning is:

Beneficiary: the student who meets the merit and the economic requirements is the winner of the scholarship.

Eligible non-beneficiary: the student who, although possessing the requirements of merit and income, does not succeed in obtaining a scholarship due to lack of funds.

Partial beneficiary: the student receiving the benefit in the amount of 50%. This is the condition of students enrolled in the first year outside prescribed time and students, enrolled in the first academic year, who meet the ex-post merit requirements only by November 30 2024.

Beneficiary under condition: the student who, although possessing the requirements of merit and income, has not completed yet the enrollment procedure in the academic year 2024/2025 before the day of the publication of the final ranking due to the following reasons:

- Student waiting for the enrollment in Ph. D programs, in Specialisation Schools or in the first year of the master's degree and single-cycle master's degree of Faculty of Medicine and Surgery.
- Student waiting for the achievement of the qualification of the previous level of studies, if enrolled in the first year of the master's degree, in Ph. D programs or in Specialisation Schools.
- Non-UE student waiting for the visa.

First absolute enrollment: first enrollment in any degree course (including a different degree course from the one attended in the academic year 2024/2025) with the same admission title of the same level of studies for which the student is enrolled for the academic year 2024/2025, in any Italian or foreign University, regardless of the outcome of this career (cessation of studies, transfer, achievement of degree, etc.).

ISEE: ISEE for facilitations for the right to university education issued pursuant to art. 8 DPCM 159/2013 and in favour of the student who requests the benefits provided for by the announcement.

Student with disability: students with a disability pursuant to article 3, paragraph 1 or 3, of the law n. 104 of 5 February 1992, or for students with a disability of 66% or more.

EXAMPLES

1. ACADEMIC REGULARITY

(paragraph [3.1.1](#) and [3.1.2](#))

Examples of academic careers that, pursuant to paragraphs 3.1.1, 3.1.2, cause the non-eligibility for the scholarship or the special calculation of the minimum number of required credits.

1. Enrollment in the first year of a Bachelor's degree in the academic year 2023/2024 in any Italian or foreign university and subsequent withdrawal from studies.

If the student with this previous academic career has already obtained the scholarship for the first course year, he/she will not be entitled to the scholarship in the academic year in which he/she repeats the enrollment in the first year of any Bachelor's degree or single cycle master's degree. This student can obtain the scholarship for the course years in which he/she has never received it.

2. Enrollment in the first year in a Bachelor's degree in a.y. 2022/2023 and enrollment in the second year in a.y. 2023/2024, with subsequent enrollment in a.y. 2024/2025 in the first or second year.

The student with this previous academic career will not be entitled to the scholarship in the academic years in which he/she repeats the enrollment in the first year or second year of any Bachelor's degree or single cycle master's degree (with the exception of cases of withdrawal from studies or forfeiture, only if the student had never benefited from a scholarship for the same course year).

3. Enrollment in the first year in a Bachelor's degree in a.y. 2022/2023 and subsequent transfer to another university in a.y. 2023/2024, with repetition of the first year.

The student with this previous academic career will be entitled to the scholarship in a.y. 2024/2025 only if he/she is allowed to enroll in the second year and achieves a minimum number of credits, calculated with reference to all the years of enrollment in both previous academic years (in this example, credits for the third year are required).

The list only gives some examples and is not exhaustive.

2. ACADEMIC REGULARITY – PRE- UNIVERSITY EDUCATION AT FOREIGN SCHOOLS

(paragraph [3.1.3](#))

- 11-year foreign education cycle → one year enrollment in a University of the country of origin.

The student who falls under this category can declare that he/she has no previous academic registration in Italy or abroad.

- 11-year foreign education cycle → enrollment for two or more years in a University of the country of origin.

The student who falls under this category CAN NOT declare that he/she has no previous academic registration in Italy or abroad, since the duration of the foreign academic registration exceeds the minimum to reach the 12 required years.

3. PROPORTIONAL CRITERION

(paragraph [3.2.2](#) and [3.3.1](#))

The merit requirement is calculated by the following formula (an example for a Bachelor's degree):

$$\text{minimum credits} = \frac{35}{60} * \text{maximum credits}$$

N.B.: the values 35 e 60 are only examples and they must be appropriately modified according to the year for which the requirement is calculated.

3. WEIGHTED AVERAGE

(paragraph [3.5.2](#))

To calculate the weighted average it is necessary to multiply each mark by the value (in credits) of the exam; the sum of these results must be divided by the total number of credits considered.

Example:

exam 1	mark 26/30	value: 9 credits
exam 2	mark 30/30	value: 12 credits
exam 3	mark 18/30	value: 8 credits
exam 4	mark: approved	value: 3 credits
total credits achieved		32 credits
total credits considered for the weighted average		29 credits

Calculation of the weighted average:

26 x 9 =	234 +	
30 x 12 =	360 +	
18 x 8 =	144 +	
total	738	weighted average: 738 / 29 = 25,45

4. CALCULATION FOR THE INTEGRATION FOR INTERNATIONAL MOBILITY

(paragraph [6.2.1](#))

Example of application of the calculation for integration for international mobility:

- International mobility from March 1 2025 to September 3 2025;
- Amount received from European Union and University: 3.360,00 euros;
- Place: Europe;
- Months calculated for integration 6,10;
- Months calculated for meal refund: 5,10 (no canteen service in August);
- Gross integration amount: 600,00 euros x 6,10 = 3.660,00 euros
- Net integration amount: 3.660,00 – 3.360,00 = 300,00 euros (*zero in case of negative value*);
- Amount for the meals: (770 euros / 11 months) x 5,10 months = 357,00 euros
- Amount for the travel expenses: 100,00 euros;
- Total integration amount: 757,00 euros

CHECKS OF THE SELF- CERTIFICATIONS VERACITY

1. CHECKS

The application for all the benefits provided by the University is submitted by the student using the self-certification option in accordance with the D.P.R. 445 of December 28th 2000.

In order to verify the data declared in the self-certification (in terms of merit, income, and travel time), the University makes use of the options established by the current provisions of law, in particular the Decree of the President of the Republic of December 28th 2000, n. 445. The University can also require from students any documentation that can be useful to verify the veracity of the declarations, pursuant to art. 4, paragraph 7 of Legislative Decree 109/98 and of art. 4 paragraph 10 of the D.P.C.M. April 9th 2001.

In agreement with the Revenue Agency, Regional Directorate of Lombardy and Ministry of Finance, the University carries out formal and substantial checks of the veracity of self-certifications produced by students, using the databases of the Revenue Agency and the Territorial Agency, as well as the Registered Office of Municipalities or any other Public Administration holding the self-certified data. The University may also make use of the assistance of the Guardia di Finanza, reserving the right to report situations that require further investigation or in-depth analysis.

Pursuant to art. 2947 of the Civil Code, the checks will be carried out within 5 years after the last undue use of benefit connected and consequent to the self-certification that turned out to be untrue.

2. CONSEQUENCES IN CASE OF NON-VERACITY

In case of verification of untruthful declarations, the sanctions established by the art. 10, paragraph 3 of Legislative Decree 68/2012 will be applied. In the event of omissions relating to the economic condition, the additional sanction pursuant to art. 38, paragraph 3, D.L. 78/2010 will be applied.

2.1. Sanction pursuant to art. 10, paragraph 3, Legislative Decree 68/2012

For each verified untruthful declaration, the student will have to pay the following amount as penalty pursuant to art. 10, paragraph 3 of Legislative Decree 68/2012:

- a. if the non-veracity involves the total loss of the benefit, three times the benefits granted both monetarily and in the form of services;
- b. if the non-veracity involves the partial loss of the benefit, three times the sum equal to the difference between amount of the benefit granted and/or the used and the amount of the benefit due.

In particular, with regard to the housing service, the penalty amounts will be calculated as follows:

- c. in the event of forfeiture caused by verification of untruthful declarations about achieved merit requirements: three times the difference between the preferential tariff and the € 350,00 tariff;
- d. in the case of forfeiture caused by verification of travel times of less than 90 minutes: three times the difference between the preferential tariff and the € 350,00 tariff set by the service provider;
- e. in the event of forfeiture caused by verification of untruthful self-certified economic data or in the case set out at letter b) of point 11.1: three times the difference between the preferential tariff and the € 350,00 tariff.

In addition to the above, the student loses the right to obtain other disbursements for the entire duration of the studies.

This applies without prejudice to the adoption of disciplinary sanctions and the denunciation to the judicial authorities in the case of a criminal offence (Article 331 of the Italian Civil Code).

2.2. Sanction pursuant to art. 38, paragraph 3, D.L. 78/2010

In the event of detection of non-veracity of the economic condition, in addition to the sanction mentioned at the previous point, the penalty pursuant to art. 38, paragraph 3 of the D.L. 78/2010 is applied. This penalty ranges from € 500,00 to € 5.000,00 and is determined according to the current University Regulations in proportion to the unduly received benefit.

Read carefully "[Regolamento per la disciplina dell'applicazione delle sanzioni](#)".

3. EXCLUSIVE COURT

For any dispute concerning the present Announcement, or resulting from its application, the exclusive court will be that of Milan.

GENERAL NOTES

The present competition is announced, both for the scholarship and for the housing service at preferential tariff, pending the implementation of Legislative Decree 68/2012, in compliance with the provisions established by the law of the Lombardy Region of December 13 2004, no. 33, art. 3, by the decree of the President of the Council of Ministers of April 9, 2001 (as required by Article 8 of Legislative Decree 68/2012). The call is published in accordance with the Decree of the Ministry of University and Research n. 1320 of December 17 2021, the related circular n. 13676 of May 11 2022, the Decree of the Ministry n. 933 of August 2 2022 and the decision of the Regional Government of Lombardy n. XII / 2745 of July 15 2024 “Determinazioni in merito ai criteri ed alle previsioni di finanziamento – anche a valere sul PNRR, missione 4, componente 1, investimento 1.7 – per l’assegnazione dei benefici a concorso per il diritto allo studio universitario anno accademico 2024/2025”.

As a consequence of the memorandum of understanding of July 19 2010 between Lombardy Region and the Ministry of Education, this announcement acknowledges the criteria for the experimental assignment of the benefits for the students enrolled in the first and in the second year of Bachelor’s Degree and of single cycle master’s degree courses for the academic year 2024/2025.

This contest is financed by the Lombardy Region, by the MIUR and by the European Union – Next Generation EU – as part of the PNRR, investment 1.7 "Scholarships for university access" of Mission 4 Component 1. The University reserves the possibility to provide for the entitled students additional funds, allocated from its own budget, necessary to expand the range of students beneficiary of scholarship, compatibly with the granting of the above-mentioned loans.

This contest is financed by the contributions allocated by MIUR, by the Lombardy Region and by the funds made available by the University.

The scholarship is free from income tax as provided by the circular of the Ministry of Finance no. 109 / E of April 6 1995; however, the “Certificazione Unica” of the amounts disbursed in cash and in free services will be issued.

The benefits governed by this announcement can be assigned to students who in the academic year 2024/2025 are enrolled in the degree courses of the University of Milano-Bicocca and meet the **merit**, **economic** and **academic regularity** requirements specified in the sections dedicated to to each benefit.

In the sections concerning the housing service, the canteen service and the exceptional subsidy, for all the information that is not expressly provided, please refer to the scholarship announcement.

The data will be processed in accordance with Legislative Decree June 30 2003, n. 196 ("Code regarding the protection of personal data") and its subsequent amendments and additions, as well as the EU Regulation 2016/679 (General Regulation on Data Protection or, more briefly, GDPR). It is possible to read the information at the following link:

https://www.unimib.it/sites/default/files/Informativa_per_studenti_e_utenti_formazione_e_servizi_-_REV8_27-09-21.pdf

Person responsible for the procedure pursuant to Law 241/90 s.m.i.: “Capo Settore Diritto allo Studio, Area Didattica e dei Servizi agli Studenti”.