

ANNOUNCEMENT

FOR THE ASSIGNMENT

OF THE BENEFITS OF THE RIGHT TO

EDUCATION IN FAVOR

OF THE MEMBERS OF THE

UNIVERSITY OF MILANO-BICOCCA

2020/2021 ACADEMIC YEAR

- *Scholarships*
- *Scholarship integrations*
 - *Exceptional Subsidy*
 - *Housing Service*
 - *Canteen Service*

Issued by the Decree of the Dean
n. 4136/2020
prot. n. 0042297/20

MILANO, July 10th 2020

N.B.: This announcement is issued pending adoption of the regional council resolution and in compliance with the DGR draft anticipated by the Lombardy Region. Any changes or additions to the DGR will be adopted with a subsequent provision.

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

Right to Education 2020/2021 academic year

From July 13th 2020 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 23rd 2020
Scholarship and Integrations	September 30th 2020
Canteen Service and Exceptional SUBSIDY	December 15th 2020

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 in this announcement).

HOUSEHOLD	HOW TO OBTAIN AN ISEE
IN ITALY	request the ISEE certification to a CAF or to any other authorized centre or online on the INPS website
ABROAD	See point 5 of the ISEE Guide

ISEE requirements for the scholarship:

ISEE \leq 23000 €
ISPE \leq 50000 €

(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).

DEADLINES

Event	Deadline
SCHOLARSHIP	
Registration opening for the benefit	July 13th 2020
Deadline for submitting the application	September 30th 2020
Signing the DSU for the ISEE	By September 30th 2020
Upload of the ISEE documents and declaration of value for foreign students	By September 30th 2020
Provisional ranking	By October 31st 2020 on Sportello online
Confirmation of the completion of the internship exam for medical courses	By November 10th 2020
Appeals (to be presented online)	Within 15 days after the publication of the provisional ranking
Upload of the lease contract	By November 16th 2020
Final ranking	By November 30th 2020
Payment of the first installment of the scholarship	By December 31st 2020
Beginning of right to free meal	January 1st 2021
Declaration of the Bachelor's degree	By March 15th 2021
Delivery of the lease contract for students who are about to graduate	By March 31st 2021 (see point 5.2)
Payment of the second installment of the scholarship for students enrolled in second and subsequent years	By June 30th 2021
Achievement of the ex-post merit requirement	By August 10th 2021
Payment of the second installment of the scholarship for students enrolled in the first year	By November 30th 2021
Achievement of the partial ex-post merit requirement	By November 30th 2021
INTEGRATION FOR INTERNATIONAL MOBILITY	
Registration opening for the benefit	July 13th 2020
Deadline for submitting the application	September 30th 2020
Provisional ranking	By January 31st 2022 on Sportello online
Appeals (to be presented online)	Within 15 days after the publication of the provisional ranking
Final ranking	By February 28th 2022
Integration payment	By March 31st 2022
EXCEPTIONAL SUBSIDY	
Registration opening for the benefit	July 13th 2020
Deadline for submitting the application	December 15th 2020
Upload of the subsidy documents	By December 15th 2020
Provisional ranking	By April 30th 2021 on Sportello online
Appeals (to be presented online)	Within 15 days after the publication of the provisional ranking
Final ranking	By May 31st 2021
Subsidy payment	By June 30th 2021
UNIVERSITY RESIDENCE	
Registration opening for the benefit	July 13th 2020
Deadline for submitting the application	August 23rd 2020
Signing the DSU for the ISEE	By August 23rd 2020
Upload of the ISEE documents and declaration of value for foreign students	By August 23rd 2020
Provisional ranking	By August 31st on Sportello online
Appeals (to be presented online)	Within 7 days after the publication of the provisional ranking
Final ranking	By September 14th 2020
Acceptance for reconfirmations	By September 16th 2020
Acceptance for new admissions - Beneficiaries	By September 16th 2020
Acceptance for new admissions - Eligible	By the deadline indicated in the e-mail
CANTEEN	
Registration opening for the benefit	July 13th 2020
Deadline for submitting the application	December 15th 2020
Signing the DSU for the ISEE	By December 15th 2020
Upload of the ISEE documents and declaration of value for foreign students	By December 15th 2020
Results for the canteen service	From October 1st 2020 on Sportello online
Beginning of right to meal with a preferential tariff for eligible students	From October 1st 2020 only after the activation of the university card
End of the canteen service	December the 31st 2021 (or until graduation, renunciation, transfer)

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DEADLINE AND PROCEDURE FOR SUBMITTING THE APPLICATION

1. DEADLINES

The **scholarship** application (with all the related integrations) must be submitted without exception **from July 13th to September 30th 2020**.

The application for the **Housing Service** must be submitted **from July 13th to August 23rd 2020**.

The application for the **Exceptional Subsidy** and for the **Canteen Service** must be submitted **from July 13th to December 15th 2020**.

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 of 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 family status, 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 2020/2021 academic year, 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 on:

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

Students who intend to take part in an international mobility program in the 2020/2021 academic year can apply for the Integration of the Scholarship together with the scholarship application.

Foreign 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.

It may be necessary to provide additional documentation (identity document, signed recap of the application data, foreign documents, lease contract, "Dichiarazione di Valore in loco" of the previous qualification, etc.). All the required documentation must be sent exclusively by uploading on "sportello online".

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 November 10th 2020: confirmation of the completion of the internship exam and activities listed at point **3.5.1.2** of the scholarship announcement by October 31st 2020, and declaration of the achieved weighted average, for students enrolled in the courses listed in the above-mentioned point;
- by March 15th 2021: declaration of the Bachelor's degree, for students enrolled in master's degree courses and not yet graduated when the application was submitted.

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

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

1. COMPOSITION OF THE SCHOLARSHIP

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.)

It is possible to request integrations for international mobility and for students with disabilities (see point [6](#)).

2. GENERAL CONDITIONS OF PARTICIPATION

2.1. Who can participate

The contest is open to Italian students, students from countries of the European Union, foreign students 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 a:

- a regular academic year or an academic year outside prescribed time after the regular study course of Bachelor's degree, master's degree, single-cycle master's degree;
- up to the second year outside prescribed time (after the normal course duration established by the degree course regulation) in case of students with a disability of 66% or more;
- Specialisation Schools (with the exception of the medical schools pursuant to D. Lgs. 368/99);
- Ph.D programs (with the exception of students who are beneficiaries of scholarship referred to in D.M. 224/99 and research grants pursuant to Law of December 27th, 1997, n. 449).

2.2. Course Levels

The scholarship is scheduled for the following course levels:

- Bachelor's degree (three-year, first level degree)
- master's degree (two-year, second level degree)
- single-cycle master's degree (five-year or six-year: first and second level unified degree)
- Ph.D programs or Specialisation Schools (the highest level)

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 • single-cycle master's degree • master's degree 	Prescribed duration of the course + one additional semester
	Prescribed duration of the course + three additional semesters for students with a disability of 66% or more
<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

2.3. Requirements

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 2020/2021 academic year on the date of the publication of the final rankings and must meet the requirements specified below.

3.1.1. Grounds for exclusion

In any case, the exclusion from the benefit applies to students who in the 2020/2021 academic year:

- are already in possession of a qualification, obtained in Italy or abroad (including qualifications without legal value in Italy and with the same admission qualification), of the same or higher level than the course of study for which the scholarship is requested in the 2020/2021 academic year;
- are beneficiary 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 point [10.1](#));
- are enrolled as part-time students;
- are enrolled in a course year (of the same course level) in which they had already been enrolled in any Italian or foreign University or university institution, regardless of the time elapsed since the previous enrollment and regardless of how the previous academic career ended (cessation of studies, forfeiture, transfer, etc.);
- are enrolled in a year of repetition of the same year of studies.

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.

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.

“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 2020/2021 academic year) with the same admission title of the same level of studies for which the student is enrolled for the 2020/2021 academic year, in any Italian or foreign University, regardless of the outcome of this career (cessation of studies, transfer, achievement of degree, etc.) 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).

For this purpose, the student must declare in the scholarship application the presence of any previous above-mentioned events (cessation of studies, transfer from another course, transfer from another University, achievement of degree, etc.) that caused the academic irregularity.

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.
- students enrolled Ph.D programs or Specialisation Schools must not 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, cessation of studies) in the level of studies for which the benefit is requested, in any Italian or foreign University.

Examples

3.1.3. Academic regularity – per-university education ad 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. Dichiarazione di valore in loco

Students who have achieved a degree abroad must necessarily provide, by uploading in the web procedure of "Sportello Online", a copy of the "Dichiarazione di Valore in loco" issued by the Italian embassy in the country where the degree was obtained.

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)**. Students who have achieved a high school diploma in a foreign country will be evaluated 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 not a 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 10th 2021, as indicated in the table below.

Degree course	Access (high school/graduation final mark)	Ex-post merit (CFU on August 10th 2021)		Economic requirements (point 4 of this announcement)
		Free access courses	Limited access courses	
Bachelor's degree	70/100	35*		ISEE ≤ 23.000,00 € ISPE ≤ 50.000,00 €
Single-cycle master's degree	70/100	35*		
Master's degree	Not required	20*	23*	

* to be calculated using a proportional criterion (see [3.4](#))

To remain a partial beneficiary, in the absence of the above requirement by August 10th 2021, the student must achieve the minimum number of credits by November 30th 2021.

Students who do not achieve the minimum number of credits by November 30th 2021 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 10th 2020** (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)
Free access courses	Required CFU					
Bachelor's degree	35	80	=	=	=	135
Single cycle master's degree	35	80	135	190	245	+55*
Master's degree	30	=	=	=	=	80
Limited access courses						
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

Important: The required number of credits for the scholarship is calculated with reference to the credits achieved during the 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 registration (see [3.1.2](#)).

3.4. Proportional criterion

If the number of achievable annual credits for a degree course differs from 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 maximum credits required for students enrolled in the first year outside the prescribed time does 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 the study plan* for the course to which the student is enrolled in the 2020/2021 academic year** *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 at 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. 2021/2022, albeit different from the previous one, will be considered valid, only for courses in this University.
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>	
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, <u>language certificates or IT skills</u> 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

Notwithstanding the above, the annual internship exam of the first and second level degree courses of the Faculty of Medicine and Surgery (including the single-cycle master's degree courses) is counted for the merit requirement even if completed and registered after August 10th 2020 (*after August 10th 2021 for students enrolled in the first year*) but in any case **no later than October 31st 2020** (*September 30th 2021 for first year students*).

This exception also applies to the following degree courses:

- the degree course “Servizio sociale”, the activity E3901N054 (second year internship exam) and the activity E3901N055 (third year internship exam);
- the degree course “Programmazione e gestione delle politiche dei servizi sociali” the activity F8701N069 (optional activity “le forme della mediazione”);
- the degree course “Scienze e tecnologie per l’ambiente” the activity E3201Q008 (activity “laboratorio di integrazione I”);
- the master’s degree course “Fisica – percorso Fisica della Materia” the activity F1701Q130 (activity “laboratorio di stato solido ed elettronica II”);
- the degree course “Optica ed optometria” the activity E3002Q012 (activity “laboratorio tecniche fisiche per l’optometria”) and the activity E3002Q037 (activity “laboratorio ottica della contattologia”).

Students enrolled in the second and subsequent years must confirm the completion of the exam **by November 10th 2020**, using the appropriate function of “sportello online”.

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 with honors 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 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.

Besides, the bonus:

- can be used only once and cannot be combined. The portion of the unused bonus can be used in subsequent years.
- can be used in a master's degree course, if accrued and not used in the Bachelor’s degree course;
- is subject to the proportional criterion at point 3.4, but without rounding;
- cannot be applied for the achievement of the merit requirement for the first year of the master's degree courses (not single-cycle.);
- 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

3.7. Students with disabilities

Students with a disability of 66% or more 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

3.8.1. Students enrolled in the FIRST year

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 successfully complete the final examination in the first year.

Otherwise, the provisions for total forfeiture apply (see [11.1](#)). Partial forfeiture is not foreseen.

3.8.2. Students enrolled in the second and SUBSEQUENT years

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	€ 23.000,00
ISPE*	€ 50.000,00

* 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 AND FREE RESTAURANT SERVICE

The scholarship amount is differentiated according to the ISEE of the student's household and according to his 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	€ 14.420,31	€ 50.000,00
Second bracket	€ 14.420,32	€ 17.709,34	€ 50.000,00
Third bracket	€ 17.709,35	€ 23.000,00	€ 50.000,00

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.

Travel times can be verified through the Trenitalia site, through the Lombardy Region site <http://www.muoversi.regione.lombardia.it> and through the local transport companies' websites.

- “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.
- “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.
- “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 60 minutes from the location of the course, 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 2020 to September 2021 (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 2020 – March 2021).

*** NB: Review of the “fuori sede” condition due to the COVID 19 outbreak and possibility of recalculating the scholarship in relation to the actual resumption of teaching activities on site.**

For the 2020/2021 academic year, considering the transitional period after the COVID-19 outbreak, the scholarships for the “fuori sede” students can be recalculated during the year.

Therefore, the definition of “fuori sede” student (student residing in a town distant from the location of the course, who for this reason pays the rent near the location of the course, using public residential facilities or other private accommodation or institutions) also applies for less than 10 months, provided that the period is not less than 4 months, without prejudice to further arrangements on this subject.

Living arrangement	Documents to upload on “sportello online” by November 16th 2020	Documents to send to dsu@unimib.it
University housing facilities	None	None
Other collective residential facilities	Tax-valid certification concerning the payment of the rent for the accommodation (acceptance letter, 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	If subsequent obligations are NOT required: none	None

the 2019/2020 academic year and still valid for the 2020/2021 academic year	If subsequent obligations are required: previous lease contract or subsequent obligations or binding agreement to provide the documents later.	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 2020/2021 academic year (or not graduated) by October 16th 2020 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. 2020/2021 course.	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 after the date of enrollment in the 2020/2021 academic year (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. 2020/2021) and must continue at least until September 2021.</u>	Documents of the living arrangement (by March 31st 2021)

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” par. [2.1](#)).

5.3. Amount of scholarships

5.3.1. Students enrolled in years of regular course

The amount of scholarships, including the reimbursement of the regional tax, is calculated combining the income brackets and the geographical origin:

Money			Total benefit (money + free canteen service)
“In sede” students			
1 st Bracket	€ 1.997,00	+	a free daily meal for a total of € 2.705,00
2 nd Bracket	€ 1.536,00	+	a free daily meal for a total of € 2.244,00
3 rd Bracket	€ 1.214,00	+	a free daily meal for a total of € 1.922,00
“Pendolari” students			
1 st Bracket	€ 2.202,00	+	a free daily meal for a total of € 2.910,00
2 nd Bracket	€ 1.739,00	+	a free daily meal for a total of € 2.447,00

3rd Bracket	€ 1.414,00	+	un pasto giornaliero gratuito per un totale di € 2.122,00
“Fuori Sede” students <i>Living in the University housing facilities or other public or private accommodation for at least 10 months during the academic year 2020/2021</i>			
1st Bracket	€ 4.544,00	+	a free daily meal for a total of € 5.252,00
2nd Bracket	€ 3.961,00	+	a free daily meal for a total of € 4.669,00
3rd Bracket	€ 3.401,00	+	a free daily meal for a total of € 4.109,00

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.

5.4. 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.

Students who do not use the restaurant service are not entitled to any reimbursement except for documented periods of study abroad.

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

When the student achieves the degree qualification, he loses the right to use the canteen service, unless he 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 31st only if he/she continues, without interruption, at the higher level of studies at the University of the 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 30th only if he/she continues, without interruption, at the higher level of studies at the University of the Milano-Bicocca..

To learn more about the use of the canteen service, see “Canteen service”.

Students	Free meal period	Meals based on the distance	
		Up to 90 minutes	More than 90 minutes
Subsequent regular years	January – December 2021	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 2021 (from July 1st 2021, the canteen service will be allocated in the appertinent income bracket.)		
1st year – total beneficiariy (see 3.2.2)	January – December 2021		
1st year – partial beneficiary (see 3.2.2)	January – December 2021 (return 50% 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

1st year – forfeiture of the scholarship (see 3.2.2)	January – December 2021 (return 100% of the consumed meals, see 11.2)	at lunch time on the same day
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Before 1st January 2021 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, the annual amount of the scholarship can be increased by maximum of

Maximum amount (includes both the scholarship and the free meal)	for students considered as
€ 2.807,00	“in sede”
€ 3.994,00	“pendolari”
€ 7.316,00	“fuori sede”

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.

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 € 550,00 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 € 150,00 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 abroad and will be paid only for study or internship travels within the Erasmus program or similar initiatives authorized by the University. Other periods of study spent abroad 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 academic year and for a maximum total period of 10 months for each course level.

Examples

6.2.2. International Mobility rankings

The provisional rankings of the integration for international mobility will be published on “sportello online” by January 31st 2022. 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.

6.2.3. Period and methods of payment

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 31st 2022 in accordance with the methods set out in point 9.2. (For possible accommodation refund see point [7.3](#)).

7. DEFINITION OF THE RANKINGS

Students with a recognised disability of 66% or more and who are eligible for the scholarship are entitled to the 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 € 23.000,00 for a maximum of 1000 points assigned with the following formula:

$$Score = \left(1 - \frac{studente\ ISEE}{23.000,00}\right) * 1.000$$

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 10th 2020 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 10th 2020, is calculated using the following formula:

$$\frac{(\text{achieved credits} - \text{minimum credits}) \times 600}{(\text{maximum credits} - \text{minimum credits})}$$

The score for the weighted average grade (for the relevant credits) of the exams completed and registered by August 10th 2020 is calculated according to the following formula (the grade 30 with honors is counted as 30):

$$\frac{(\text{student's weighted average} - 18) \times 400}{(30 - 18)}$$

8. PUBLICATION OF PROVISIONAL RANKINGS AND APPEALS

The provisional rankings will be published by **October 31st 2020** 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. The request must involve possible incorrect evaluations by Student Services – Fees and Funding Sector and must be accompanied by appropriate documentation to justify the reasons of the applicant.

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.

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 2020/2021 academic year on the date of the publication of the final rankings, will be considered beneficiaries (if they are eligible), but the benefit will be confirmed only if they enroll in the 2020/2021 academic year.

9. PAYMENT OF 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 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 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 31st 2020**.

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 2020/2021 academic year on the date of the publication of the final rankings, will receive the first installment after enrolling in the 2020/2021 academic year.

9.2.2. Second installment

The second installment will be paid by **June 30th 2021** (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 points [3.2.2](#), [3.8.1](#)).

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;
- free or discounted rooms in colleges, residences or boarding schools, based on merit or economic requirements

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
- inter-regional mobility grants (mentioned in Ministerial Decree September 4, 2013 n. 755)
- 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:

- the student incurs disciplinary sanctions superior to the written censure for offenses committed against the University;
- 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](#)");
- 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;
- the student submits an application to cease studying or transfers to another University during the 2020/2021 academic year.

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;

- after the publication of the final rankings, the student is enrolled with repetitions of the year of studies in the 2020/2021 academic year;
- 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;
- the student enrolled in the first year of Ph.D program or Specialisation Schools does not achieve the merit requirement set out at point 3.8.1;
- the student enrolled in the academic year 2020/2021 has achieved the degree before the date of publication of the final rankings.
- the student, about to enroll in the first year of the master's degree or in Ph. D and Specialisation Schools on the date of the publication of the final rankings, does not enroll in the 2020/2021 academic year within the established deadline.

For students with a disability of 66% or more who do not meet the merit requirement set out in points 3.2.2 and 3.8.1 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 achieves the merit requirement set out at point 3.2.2 by November 30th 2021.

11.3. Consequences of the 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 set out at point 6; the amount equivalent to the value of the canteen service actually used, calculated by 	<ul style="list-style-type: none"> the possible amount received in excess of the amount he/she is entitled to, including any integrations set out at point 6; and the amount equivalent to 50% of the

<p>switching the consumed free meals to the cost of the income bracket based on the ISEE value;</p> <ul style="list-style-type: none"> the amount equivalent to the months of actual use of the university residence at preferential tariff 	<p>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.</p> <ul style="list-style-type: none"> the amount equivalent to the months of actual use of the university residence not yet paid by means of deduction, at preferential tariff
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To define the recovery procedure, even by installments, agreements can be concluded with the student. 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 blocking 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 reason, only once for the entire duration of the academic career.

1. **Amount:** the amount of the Extraordinary Subsidy varies according to seriousness of the situation and it shall not exceed € 1.000,00 for each reason.
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. scolastic illnesses, accidents, surgical interventions, expensive rehabilitative care, which have seriously affected the student or the members of his family jeopardizing the academic curriculum;
 - c. death of a member of the student's family.

The above-mentioned events must have occurred during the period October 1st 2019 – September 30th 2020;

3. **Who can submit the application:** students who are regularly enrolled and meet the economic and academic regularity requirements for the scholarship (points [3.1.2](#), [3.1.3](#) and [4](#) of the scholarship announcement):
 - up to the first year outside prescribed time for students enrolled in Bachelor's degree, master's degree and single cycle master's degree;
 - only for the years of regular enrollment in Ph.D programs and Specialisation Schools.

Students who repeat the same course year they were enrolled in the previous academic year, if they met the academic regularity requirements in the previous academic year, can submit the application.

4. **When the application must be submitted:** from July 13th 2020 and by **December 15th 2020**;
5. **Documentation:** Applicants must present by December 15th 2020 the documentation 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. **The provisional ranking** will be published by April the 30th 2021 on "sportello online".
7. **Appeals:** 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.
8. **The final ranking** will be published after the revision procedure has been completed;
9. **Payment:** the amount due to the beneficiaries will be paid by June the 30th 2021.

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 regularly enrolled students and operate as a guesthouse for cultural exchanges with foreign countries and with other Italian universities.

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

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

To learn more about the available facilities, see the [Appendix 3](#).

The University is committed to looking for further housing solutions, in case the number of requests from the eligible students exceeds the number of available accommodation places.

2. RECONFIRMATE THE ACCOMMODATION PLACE

RECONFIRMATIONS	
Available beds	260
Who can reconfirmate	Students who already live in the residences as university beneficiaries in the 2019/2020 academic year (excluding therefore those who live in the guesthouse). See art. 5 Rettorial Decree 2611/2020 on April 30th 2020)
Tariff	See point 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 the ex-CIDiS.

Please note that any exams completed after submission of the application, and in any case by August 10th 2020, 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	
Available beds	155 , that can be increased in case of further resources., divided as follows: <ul style="list-style-type: none"> 105 places for <u>students enrolled in the first year</u> of Bachelor's degree, master's degree and single cycle master's degree, and all the years of Ph. D and Specialisation Schools; 50 places for students enrolled in second and subsequent years of Bachelor's degree, master's degree, single cycle master's degree.
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 the ex-Consorzio CIDI S and students who haven't paid the arranged installments..
Tariff	<p>See points 6.2 and 6.3</p> <p>The student who fails to meet one of the requirements (merit/income) will be able to get the accommodation, according to the tariff indicated at point 6.3, only in case of availability of beds after all candidates who meet both requirements have been accomodated.</p>

The assignment of accommodation places to foreign 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. DEFINITION OF THE RANKINGS AND PUBLICATION OF THE RESULTS

4.1. Definition of the rankings

Based on the type of competitors, the rankings are divided in:

- “reconfirmations”;
 - “new admissions for EU students enrolled in the first year of Bachelor’s degree, master’s degree, single cycle master’s degree, and all the years of Ph. D and Specialisation Schools”;
 - “new admissions for non-UE students enrolled in the first year of Bachelor’s degree, master’s degree, single cycle master’s degree, and all the years of Ph. D and Specialisation Schools”;
 - “new admissions for EU students enrolled in second and subsequent year of Bachelor’s degree, master’s degree, single cycle master’s degree”;
 - “new admissions for non-EU students enrolled in second and 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. For students whose household is entirely resident abroad, in case of a further tie after the evaluation of the biological age (see 7.1 of the Scholarship Announcement), 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 will get the priority.

Students who are in debt to the University and students who haven't paid the arranged installments are automatically excluded from the reconfirmation and new admission rankings. This also applies to students in debt to the ex-Consorzio CIDI S.

If the debt is paid within the deadline for submitting the appeals, the exclusion will be removed. Failing this, in case of request for reconfirmation of the accommodation place, the student will be required to resign; in case of new admissions, the exclusion will remain in the final ranking.

4.2. Publication of the results and appeals

The provisional rankings will be published on “sportello online” by **August 31st 2020**.

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 on-line”.

Once the revision procedure is completed, the University will publish the final rankings by **September 14th 2020**. 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 12:00 on September 28th 2020 to 12.00 on September 28th 2021 , except for August 2021.
New admissions	from October the 1st 2020 to 12.00 on September 28th 2021 , except for August 2021.

August:

Students who intend to take advantage of hospitality also in August 2021 should contact directly the hotel service provider by June 15th 2021 (email: booking.bicocca.fms.it@sodexo.com) to know the rates and the conditions (not related to the right to education).

Students who do not intend to use the accommodation in the month of August must leave and clear their rooms by July 31st 2021. These students can return to the accommodation on September 1st 2021. Please refer to the above-mentioned e-mail address to make agreements on any partial deposits of personal belongings in August. 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 or reconfirmation of the accommodation place must be up to date with the payment of the university fees of the 2020/2021 academic year; failing this, the student will lose the benefit.

The student who is not yet enrolled (ie who has not yet paid the fees of the 2020/2021 academic year) can **suspend** the assignment only if he/she is:

- a student enrolled in another university, waiting to achieve the degree of the previous course level to the course for which he asked the accommodation benefit.
- a student taking part in a period of study abroad within the programs provided by the University (see point [6.2](#))
- a student who is waiting for the scrolling of the rankings in the limited access courses.

All students, already enrolled and not yet enrolled, can suspend the assignment for the following reason: “online teaching”.

In the above mentioned cases, at the time of suspension the student must communicate the date of his arrival at the accommodation place on “sportello online”, or later to booking.bicocca.fms.it@sodexo.com and to residenze.ristorazione@unimib.it, with at least 7 days notice (3 days notice if the student is waiting for the scrolling of the rankings in the limited access courses). In the absence of such notice, the Office reserves the right to set an assignment date after the one indicated by the student.

ACCEPTANCE /SUSPENSION OF THE ACCOMMODATION PLACE			
	Reconfirmations	New admissions BENEFICIARIES	New admissions ELIGIBLE NON-BENEFICIARIES
When	from 14 to 16 September 2020	from 14 to 16 September 2020	acceptances will be available in the time and in the ways that will be communicated. Daily check 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 “Direzione della Residenza”.

Students who do not complete the acceptance will lose the benefit and must leave the accommodation place on September 28th 2020.

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

Students whose security deposit on September 28th 2020 is less than € 200.00 (as a result of deductions for damages in previous years) must add to the deposit the amount necessary to reach € 250.00 using “avviso di pagamento (PagoPA)”, available in the section “Pagamenti con PagoPa” on “sportello on-line”.

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:

- select acceptance - renunciation - suspension;
- 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 and “avviso di pagamento (PagoPA)” for the security deposit are available on “sportello online”.

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

Students who will be hosted in the Apartments must necessarily contact the Concessionaire at n. 02.64487000 or send an e-mail to booking.bicocca.fms.it@sodexo.com 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 booking.bicocca.fms.it@sodexo.com and ristorazione@unimib.it to indicate the chosen destination.

The student assigned to courses located Monza, who intends to obtain a bed in the facility, together with the acceptance procedure must contact residenze.ristorazione@unimib.it and indicate the chosen destination.

The amount of the security deposit for the 2020/2021 academic year is € 250.00 and is valid for the new admissions.

This sum may be used to cover any damages caused by the student and/or for damages caused by unknown persons to the collective facilities or for unpaid fees. The sum will be returned to the student after the resignation, without prejudice to the request for compensation for damage whose value is higher than the amount of the security deposit.

The student who intends to suspend the acceptance must indicate this 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 booking.bicocca.fms.it@sodexo.com starting from November 15th 2020. The requests will be processed in the order of presentation in case of available accommodation places, only if allowed by the current regulation.

5.4. International mobility

Students who are beneficiary of an accommodation place and who in the 2020/2021 academic year participate in an international mobility program must communicate to booking.bicocca.fms.it@sodexo.com and to ristorazione@unimib.it both the departure and the return date, as well as the expected duration. 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 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 block of the academic career until the payment.

Students enrolled in the first year outside prescribed time can enjoy the preferential tariff until March 31st 2021. For the following months and until September 2021 the stay will be optional and upon request (to be submitted on "sportello online" by February 28th 2021) and will require the payment of the non-discounted tariff of € 350,00. For the apartments in via Ponale the fixed tariff mentioned at point 6.4 applies. Only students who are about to graduate in April can request an extension of the hospitality period at preferential tariff until graduation, sending an e-mail to residenze.ristorazione@unimib.it by February 28th 2021.

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.

Students without a merit requirement and with ISEE above € 30.000 (or ISPE above € 50.000) can write to booking.bicocca.fms.it@sodexo.com to verify the possibility to reside in the facilities managed directly by the Concessionaire.

6.2. Preferential tariff and deadlines

	Years of regular course	First year outside prescribed time
Amount	250,00 € per month	
Period	from October 2020 to September 2021 (except for August)	from October 2020 to March 2021 (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 31st 2020 750,00 € by March 31st 2021 1.250,00 € by June 30th 2021	750,00 € by December 31st 2020 750,00 € by March 31st 2021
Payment methods*	PagoPA payment notices available in the section “Pagamenti con PagoPa” on “sportello on-line”	

***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.** 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 the non-occupation periods in time, the deduction can be made only for the months of the actual occupation.

Students with a preferential tariff enrolled in a Ph. D program, in a Specialisation School or in the first year of a master's degree and beneficiary of a scholarship, in cases where they do not receive the first scholarship installment by December 31st because they are waiting for enrollment in the 2020/2021 academic year, may suspend the payment for the accommodation place until enrollment. 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 the guesthouse tariff, with payment conditions to be agreed writing to residenze.ristorazione@unimib.it

6.3. Non-preferential tariff and deadlines

	Years of regular course	First year outside prescribed time
Amount	350,00 € per month	
Period	from October 2020 to September 2021 (except for August)	from October 2020 to March 2021 (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 who do not meet the income requirement at point 4, but meet the merit requirement set out at point 3 of the scholarship announcement, regardless of the ISPE value. 	
Exclusion	<u>The following students are excluded from the non-preferential tariff:</u>	

	<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 2020/2021 academic year • students enroll more than two years outside prescribed time in the 2020/2021 academic year (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. 	
Payment deadline*	1.050,00 € by December 31st 2020 1.050,00 € by March 31st 2021 1.750,00 € by June 30th 2021	1.050,00 € by December 31st 2020 1.050,00 € by March 31st 2021
Payment methods*	PagoPA payment notices available in the section “Pagamenti con PagoPa” on “sportello on-line”	

6.4. Tariff for the apartments in Via Ponale 66

The tariff for the accommodation places in the apartments in via Ponale 66 is of € 250,00 per month for all the students, regardless of the merit and economic requirements.

6.5. Tariff reduction

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

- students enrolled in the first year of a master's degree who are admitted after the beginning of the academic year, after the enrollment at the University
- 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.

The security deposit paid by the withdrawing student may be deducted, in part or in full, to cover debts of any kind with the University. The deposit, full or residual, will be returned on university card.

Students enrolled in the first year of the course, after the withdrawal must show up within 10 days at the Fees and Funding Front Office 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, see [5.2](#) of the scholarship announcement) loses the “fuori sede” condition.

7.2. Forfeiture

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

- for Reconfirmations: he/she did not follow the procedures set out at point 5.2.1;
- for Reconfirmations: he/she does not enroll in the academic year 2020/2021 by the established deadline;
- for New Admissions: he/she did not follow the procedures set out at points 5.2.2 or 5.2.3;
- for New Admissions: he/she is not regularly enrolled in the 2020/2021 academic year at the moment of the accommodation place acceptance;
- has made untrue statements. The provisions of the Announcement for the Assignment of the Scholarship are applied;
- he/she incurs serious disciplinary sanctions provided for by the [University Residences Regulation](#).

CANTEEN SERVICE

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

For the 2020/2021 academic year, 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 December 15th 2020**.

The canteen service for the 2020/2021 academic year expires on December 31st 2021 and is governed by the Regulations published on the University website: [Canteen service Regulation](#)

The canteen service allows the student to use:

- 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);
- 2 daily meals for "fuori sede" students with the only distance requirement (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 2020/2021 academic year, 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 2019/2020 academic year	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 € 50.000,00 (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)

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 CATERING 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 2020/2021 academic year;
- second year of repetition of the same year of the course within the same academic career in the 2020/2021 academic year;
- enrollment in the same year of the course for the third time during all the academic careers of the same level;
- existence of not agreed debts with the University;
- 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 € 14.420,31	€ 3,30	€ 2,42
Second	Between € 14.420,32 and € 17.709,34	€ 4,10	€ 3,00
Third	Between € 17.709,35 and € 23.000,00	€ 4,70	€ 3,45
Fourth	Between € 23.000,01 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 registration.

6. USE

The eligible student is able to benefit from the canteen service using the University card from October 1st 2020, after his request has been evaluated and accepted and after he has received the University Card.

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 (example, free meal for 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, non-eligible or non-beneficiaries of the scholarship, 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 the 31 2021. If the student does not continue the studies, he 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.

ISEE GUIDE

1. THE ISEE

The financial situation of the household of the student applying for a scholarship is determined using the Equivalent Economic Status Indicator (Indicatore della Situazione Economica Equivalente, referred to herein, as with other acronyms, using the Italian - ISEE), as envisaged by Article 8 of Presidential Decree 159/2013. There is a specific ISEE for doctorate students.

An ISEE is a form of certification every citizen is entitled to obtain for free:

- by themselves, following the instructions on the website of the Italian Social Security Authority (*Istituto Nazionale della Previdenza Sociale* - INPS)
- from an authorised centre (INPS offices, CAAF - Authorised Tax Assistance Centres, accountants, etc...)

The document is issued based on the information stated on the self-declaration form (Dichiarazione Sostitutiva Unica - DSU) signed in accordance with Presidential Decree 445/2000. Anyone who signs a DSU is civilly and criminally liable for the correctness and completeness of the information contained therein.

The processing time for this document is approximately 5-7 working days, although this might be longer for students who are not independent and not resident with their parents (see point 3.2).

Students wishing to claim the benefits of the right to university education must necessarily and compulsorily subscribe to a **full DSU** (subscribing only a DSU mini is not enough), making sure that in part C **for the university services** it is correctly indicated that the request is made for the benefits of the right to education **in favor of the student**.

For the 2020/2021 academic year, the income to refer for ISEE declarations is the 2018 calendar year (2019 Single Tax Certification and 2019 Tax Returns), whilst the position of assets (tangible and intangible) is as at December 31st 2018.

The student must obtain an ISEE certificate issued from January 1st 2020 and before the deadline indicated for each benefit request.

2. DATA ACQUISITION

L'Università acquisirà automaticamente i dati degli attestati ISEE, conformi a quanto di seguito indicato, presenti in banca dati INPS. Lo studente non dovrà, pertanto, fornire copia digitale o cartacea dell'ISEE o della DSU: sarà sufficiente indicare su sportello online il proprio codice fiscale, in fase di compilazione della domanda dei benefici.

The University will automatically acquire the data of the ISEE certificates (provided the ISEE is correct, as indicated below) present in the INPS database. The student must not therefore provide a digital or paper copy of the ISEE or DSU: it will be sufficient to indicate the fiscal code on "sportello online" during the submission of the application.

The absence of a correct ISEE (submitted within the time period indicated in the announcement) in the INPS database will result in exclusion from the ranking.

- in all cases the ISEE certification must not include the wording "omissioni/difformità" (missing or incorrect information): this note is automatically added to the certification when INPS finds any irregularities in the declaration of household assets on the DSU.

The term **correct ISEE** shall mean:

- ISEE for facilitations for the right to university education for the student or, solely for cases where the student is a political refugee or a foreign student resident in Italy (see [5.5](#)), an ordinary ISEE, or, solely for Ph.D students (see [3.3](#)), ISEE for doctorate courses;
- in all cases the ISEE certification must not include the wording "omissioni/difformità" (missing or incorrect information): this note is automatically added to the certification when INPS finds any irregularities in the declaration of household assets on the DSU. In case of missing or incorrect information, the student must correct the ISEE within the deadlines established in this announcement for the ISEE submission.

3. THE HOUSEHOLD

3.1. Composition of the household

The "family nucleus" (i.e. the household) is defined under article 3 of Prime Ministerial Decree 159/2013. In particular, on the date on which a person signs the DSU, i.e. the self-declaration form affirming the identity of the members of the family, the household shall comprise:

- a) the student;
- b) all the persons included in the student's household, even if they are not related by blood, marriage or kinship. The foregoing group of persons in the household does not, however, include unmarried and childless adults who are 100% financially dependent* on their parents. These latter persons are deemed to be external to the household of the student;
- c) unmarried and childless adult brothers/sisters of the student, who do not form part of the household of the student but are 100% financially dependent* on their parents;

*NB: Financial dependency is determined with reference to the year in which household income was generated rather than the year in which the declaration (DSU) was made. In other words, the fiscal year for determining financial dependency is 2018 (see point [1](#));

- d) any minors (even if not included in the student's household) who, on the date on which the *ISEE* is made, are being fostered by household members pending adoption;

Further, unless already included under the foregoing definitions, and provided the student is not classified as "independent" (see point [3.2](#)), the family household shall comprise:

- e) both the parents of the applicant, if they are married to one another, even if one or both has a residential address different from the student's;
- f) both the parents of the applicant, if they are married to one another, even if one or both has a residential address different from the student's in the manner indicated in point [3.4](#).

3.2. Independent student

A student who does not reside with either of his parents can declare himself/herself independent of his/her original household and present an ISEE certificate in which his/her parents are not included (the ISEE must in any case be filled out in compliance with the relevant laws), only if both of the following requirements are met:

- a) that, at the time of submitting the application, the student shall have been living for at least two years outside the original family home in a property that is not owned by a member of his/her original family, and that his or her residence outside the family home is duly registered in the public records;

- b) that over the two calendar years before the submission of the application, his or her declared taxable income deriving from work as a salaried or similar employee is at least € 6.500,00 for each of the two years.

Absent one or both of the foregoing conditions, the student shall be deemed to form part of the household comprising his/her parents (or, in the case of their legal separation or divorce, comprising the parent indicated in point 3.6.1) and the other persons identified in point 3.1.

NB: Married student: the status of independent student is available also to a student who is married, only if the students meets the above-mentioned residence requirement. In this case, the earnings of the spouse shall be counted towards the minimum income of € 6.500,00.

Procedure to obtain the cumulative ISEE: For technical reasons relating to the INPS computer system, a student who, despite not living with his or her parents, is not independent and therefore needs to include himself/herself in the parents' household, must make sure when submitting a request for a cumulative ISEE certificate that his/her parents already have a currently valid ISEE certificate declaring their family status. Unless the parents have an ISEE certificate, a cumulative ISEE certificate cannot be issued. Once their ISEE is produced, the parents must communicate the protocol number of their ISEE to the student and the student must have it entered in the appropriate field of part D of their DSU. In this way, INPS will integrate the student's ISEE with the ISEE of the parents only for the purpose of university ISEE.

3.3. Students enrolled in doctorate courses

Pursuant to article 8, paragraph 4 of Prime Ministerial Decree 159/2013, the household of a student enrolled in a doctorate programme shall comprise exclusively:

- the applicant himself/herself;
- his/her spouse;
- his/her children under the age of majority;
- his/her adult children, in accordance with the ordinary rules for determining the make-up of a household (see point 3.1).

A doctorate student retains the right to apply the ordinary rules for declaring a household, which may therefore also comprise any other persons as permitted by these rules.

3.4. Students whose parents never married

The never-married parents of a non-independent student both form part of the student's household, but different considerations from those outlined above shall apply.

Unless one of the circumstances listed below obtains, 100% of the income and wealth of both parents is counted towards the total financial position of the household.

If, however, one or both of the following cases applies:

- the parent does not live with the applicant student and is married to someone other than the second parent;
- the parent does not live with the applicant student and has children by someone other than the second parent;

then the parent not living with the student shall be counted as an "additional component" as specified in Annex 2, paragraph 2 of Prime Ministerial Decree 159/2013, and the calculation of family income for the purposes of ISEE shall be as follows:

- a) pursuant to article 2, paragraph 3, the indicator of financial position (ISE) shall refer to the non-cohabiting parent only, irrespective of the income and wealth of the other members of this parent's household;
- b) the indicator of financial position referred to in a) above is divided by the benchmark equivalence value for the household to which the parent belongs and multiplied by 0.3;
- c) the value referred to in b) above is multiplied proportionally - by a factor of 1 in the case of a single non-cohabiting child. The factor is increased by 0.5 for every other non-cohabiting child. Non-cohabiting children who do not form part of the beneficiary's household are not relevant for the purposes of calculating the multiplier;
- d) the additional component is obtained by dividing the amount referred to in c) above by the benchmark equivalence value for the beneficiary's household.

Calculated thus, the additional component is included in the applicant's ISEE.

3.5. Students whose parents are legally separated or divorced

A non-independent student whose parents are legally separated or divorced belongs to the household of the parent with whom he or she shares an address, except as specified in point [3.6.1](#).

3.6. Special cases

The category of **non-independent** students may include special cases:

3.6.1. Students whose parents are legally separated or divorced and are each registered in the public record as resident at a different address

If a student lives at an address different from that of his or her legally separated or divorced parents, and each parent lives at a separate address, then the student's household shall be deemed to comprise:

- the parent on whom the student is 100% dependent for tax purposes in the fiscal year used for the declaration (along with any other persons who make up the household of the parent);
or
- a parent chosen by the student, for cases in which the financial dependency for tax purposes is shared by both parents for the fiscal year in question (along with any other persons who make up the household of the chosen parent);
or
- if no financial dependency for tax purposes has been declared, whichever parent is entitled to receive maintenance allowances for the student. If none of the above conditions is relevant, then Sections 433 and 441 of the Civil Code shall apply.

3.6.2. Orphaned students with no parents

The orphan student's household shall comprise the student's household as registered in the public record.

3.6.3. Individuals living together

A person registered as cohabiting with others (i.e. sharing an address with other people for reasons of religion, care, assistance, military service, penitentiary detention and the like) is considered a household in and of himself/herself unless, by virtue of being married, he or she may be deemed a member of the spouse's household.

Students who consider themselves as belonging to a household not provided for by the above rules are invited to contact dsu@unimib.it to seek clarification of how to define their household for ISEE purposes.

3.7. Households with members with disabilities

Article 2-sexies of Law 89/2016 introduced a significant change into ISEE rules for members of the household with moderate or severe disabilities or lacking self-sufficiency (Annex 3 Prime Ministerial Decree 159/2013).

In such instances, applicants are no longer required to declare any healthcare allowances, social security benefits and other indemnities of any sort, including debit cards, received from the government, provided the payments are not included in personal income tax (IRPEF) declarations. The deductions and deductibles previously used in calculations are no longer applicable. In place of the previous method, a return has been made to the equivalence system, according to which the benchmark is increased by 0.5 for every disabled member of a household, as per the provisions of Prime Ministerial Decree 159/2013.

4. CURRENT ISEE

Students are advised to check the requirements for the current ISEE request

Who can request it	All the students who have already calculated a "normal" ISEE during the calendar year 2020
What are the requirements to request it	<p>One of the following situations must have occurred <u>from January 1st 2018</u> for at least one member of the ISEE household::</p> <ul style="list-style-type: none"> a) employee on an open-ended contract, whose employment relationship was terminated, suspended or reduced; b) employee on a fixed-term or flexible contract, whose was not employed at the time of the DSU declaration and who can prove, as per the means indicated herein, employment of at least 120 days in the twelve months prior to the conclusion of the most recent employment relationship; c) self-employed worker, whose was unemployed at the time of the DSU declaration, who has ceased to be a self-employed worker, after having held that position continuously for at least twelve months; d) interruption of healthcare allowances, social security benefits and other indemnities of any sort, including debit cards, received from the government that are not already included in the income. <p>or alternatively if there has been a change in the overall income situation of the household of <u>more than 25%</u> compared to the income situation in the ordinary ISEE.</p>
Validity	6 months from the signing of the DSU of the current ISEE
When it is necessary to update it	<p>It is necessary to update the current ISEE before the expiry if during the period of validity of the current ISEE the following changes occur:</p> <ul style="list-style-type: none"> • changes in the employment situation (a member of the household has found a new employment); • changes in healthcare allowances, social security benefits and other indemnities of any sort that are not already included in the income (a member of the household has started to benefit from them). <p>In these cases the valid current ISEE must be updated within two months from the change occurred.</p>

For the calculation of the current ISEE, documents that demonstrate, for each member of the household under the conditions at letters a, b, c and d in the table above, will be required:

- earnings from employment, pension and similar received in the twelve months prior to the period for which the application relates;
- income from business activities or self-employed work, whether individual or with other parties, as determined on a cash basis using the difference between earnings/income received in the twelve months prior to the period for which the application relates and the expenses incurred in the same period for the business activities/work;
- healthcare allowances, social security benefits and other indemnities of any sort, including debit cards, received from the government that are not already included in the income in letter a), received in the twelve months prior to the period for which the application relates.

N.B: for cases falling under letters a) and d), the new income to be used can be calculated by multiplying the income received in the two months prior to the submission of the DSU declaration by 6.

In no case the assets situation and the benchmark equivalence value are modified.

The current ISEE is determined by replacing the income situation calculated using the standard method with the value calculated using the income data indicated above.

Write to dsu@unimib.it for further explanations and clarifications.

5. ISEE OF FOREIGN STUDENTS AND ITALIAN STUDENTS RESIDENT ABROAD

In the following table you find the recap of the documents required for ISEE calculation, but it is also necessary to read more detailed information after the table.

Case	Countries in Appendix 1	Countries NOT in appendix 1
Household entirely resident abroad (point 5.3)	Assignment of the first bracket ISEE value No documents for the members of the household resident abroad are required.	The student must upload the documents listed at point 5.6 on “sportello online”, translated and authenticated
Household partly resident abroad (point 5.4)	The student must request an ISEE calculation for the members of the household resident in Italy. No documents for the members of the household resident abroad are required.	The student must request an ISEE calculation for the members of the household resident in Italy + The student must upload the documents listed at point 5.6 on “sportello online”, translated and authenticated
Political refugees (point 5.5)	The student must request an ISEE calculation for the members of the household resident in Italy + The student must upload on “sportello online” a copy of the certification of political refugee status	

5.1. Assessment of the financial position

As the Ministry of Labour and Social Policies has confirmed, the present ISEE computer system does not allow a calculation to be made of the financial position of the members of a household to which an Italian or foreign student living abroad belongs. As a result, the provisions set forth in article 8, paragraph 5 of Prime Ministerial Decree 159/2013 cannot be applied in such cases.

Consequently, the university has determined that, for the 2020/2021 academic year, it will carry out the economic assessment of EU and non-EU foreign students, and of Italian students living abroad as follows:

- a) **foreign or Italian students in a household residing in one of the countries listed in [Appendix 1](#):** the assessment of the financial position of the student's family will be based on IMF-sourced data on the relevant country's gross domestic product (GDP) measured by per capita purchasing power parity (PPP) in 2018 (the reference year for ISEE certifications for the 2020/2021 academic year), integrated with World Bank and Central Intelligence Agency data.
- b) **foreign or Italian students with a household residing in one of the countries NOT listed in [Appendix 1](#):** the assessment of the financial position of the student's family will be based on an examination of the documents indicated in point [5.6](#), which need to have been legally authenticated and translated into Italian.

During the presentation of the application, the student will be asked to self-certify if his household resides entirely or partly abroad and in which country.

The economic and financial position of Italian students residing abroad or of foreigner students from countries with a non-euro currency will be calculated with reference to the average exchange rates for 2018.

NB: In no case may the income of non-EU foreign students be less than € 5.824,91, which is the minimum subsistence level that must be proven by anyone seeking a study visa to enter Italy (Interministerial Decree of 20 November 2001, published in the Official Journal no. 283 of 5 December 2001, as successively amended). The amount reported will therefore constitute the minimum financial position indicator (ISR).

The following are the procedures that the university will adopt for the specific cases.

5.2. Students from particularly poor countries

For the 2020/2021 academic year this case is not considered

5.3. Italian or foreign students whose household is entirely resident abroad

5.3.1. Countries listed in Appendix 1

For Italian or foreign students, whose household resides entirely abroad in one of the countries indicated in [Appendix 1](#), the presumed ISEE value (first income bracket) indicated in Appendix 1 for the country of origin will be automatically applied for the 2020/2021 academic year.

5.3.2. Countries not listed in Appendix 1

Italian or foreign students, whose household resides entirely abroad in one of the countries not included in Appendix 1, must provide the University with the documents mentioned in point [5.6](#) for these family members, within and **no later than September 30th 2020 (no later than August 23rd 2020 for students applying for the benefit of the housing service)** under penalty of exclusion from the ranking.

5.4. Italian or foreign students whose household is partly resident abroad

5.4.1. Countries listed in Appendix 1

Italian or foreign students, whose household resides partly abroad in one of the countries indicated in [Appendix 1](#), must, **no later than September 30th 2020 (no later than August 23rd 2020 for students applying for the benefit of the housing service)**:

- indicate in the application the number of family members who live abroad and the number of adult family members in 2018;
- request an **ISEE calculation for the family members residing in Italy**. This ISEE certificate will be received autonomously by the University, without the need for paper production.

Failure to calculate the ISEE as indicated above will result in the forfeiture of the requested benefits.

For every adult family member living abroad, the estimated average income value indicated in Appendix 1 will be automatically applied and added by the University to the values deriving from the ISEE.

5.4.2. Countries **not** listed in Appendix 1

Italian or foreign students, whose household resides partly abroad in one of the countries **not** included in [Appendix 1](#), must, **no later than September 30th 2020 (no later than August 23rd 2020 for students applying for the benefit of the housing service)**:

- request an **ISEE calculation for the family members residing in Italy**. This ISEE certificate will be received autonomously by the University, without the need for paper production.
- upload on “sportello online” the documents mentioned in point [5.6](#) for the family members residing abroad, within the above-mentioned deadlines.

The lack of even a single element among the required documents will result in the forfeiture of the requested benefits.

The University will calculate the ISEE value integrated with the documents of the foreign income and assets.

5.5. Political refugees

Students who have been granted political refugee status need only an ordinary ISEE certificate relating to any income they have received or assets they own in Italy, **no later than September 30th 2020 (no later than August 23rd 2020 for students applying for the benefit of the housing service)**. Points 5.3 and 5.4 do not apply to these students, but they must attach to the scholarship application a copy of the certification of political refugee status by uploading it on “sportello online”.

5.6. Documentation

5.6.1. Documents to be provided if the household of the student is partly or entirely resident in countries that are **not** included in Appendix 1

- document attesting to the make-up of the household resident abroad and, in the case of divorced parents, the relative divorce order or certification;
- the income for the 2018 calendar year of each member of the family (the document must clearly state that the income refers to the calendar year 2018). If one or more family members aged 18 or over in 2018 received no earnings in 2018, the applicant must still present a statement to that effect. In the case of married or never-married parents, the incomes of both must be presented, even if one or other does not appear in the document certifying the make-up of the household;
- properties owned by the family on December 31st 2018 (the document must be issued by a public authority that can provide a national-level assessment), including the square meterage of the properties, or else a certificate for each family member attesting non-ownership of any property;
- an attestation of movable assets (securities, dividends, equity interests, fractions of the share capital of any companies owned, bank balances, investments, deposits, etc.) owned by the family on December 31st 2018
- any income earned in Italy during 2018 and/or properties and movable assets owned in Italy on December 31st 2018 by the members of the household resident abroad (a self-certification can be delivered for this information).

The documentation listed above must::

- be issued by the competent authorities of the country where the incomes were generated and where the assets are held;
- be translated into Italian and authenticated in the manner indicated in point [5.6.2](#)
- have been issued after 1st January 2019 if consisting of documents relating to movable assets, properties and earnings in 2018, and after 1st January 2020 if consisting of documents relating to family status.
- be produced exclusively by uploading on “sportello online”.

NB: Self-certification relating to foreign income and/or property cannot be presented

5.6.2. Authentication of documents

The legal authentication of the documents, if prescribed by points [5.3.2](#) and [5.4.2](#), varies from country to country. The regulations fall into four broad categories:

A - Countries for which no legal authentication is available.

B - Countries for which the documents are exempt from a mandatory stamp from an Italian consulate, diplomatic mission or Embassy, but require an Apostille stamp. Under the Hague Convention of 1961, documents issued by the authorities of one of these countries are exempt from the need for legal authentication by the Italian embassy, but must be franked with an "Apostille" stamp, in accordance with Article 6 of The Hague Convention).

C - Students from particularly poor countries (see point [5.2](#)).

D - All other countries not belonging to categories A, B or C. All students from countries not listed in the preceding paragraphs must have the documents issued in their country of origin legally authenticated by the Italian embassy or consulate.

[Appendice 2](#) contains a list of countries categorised under the letters indicated above.

Countries not included in either of the two tables belong to category D.

5.6.2.1. Special cases

Sweden: Separate legislation exists for Sweden, which is a signatory to the 1968 London Convention. Documents issued by diplomatic and consular authorities present on Italian territory are exempt from the requirement of legal authentication.

APPENDIX 1 - LIST OF THE COUNTRIES EXEMPT FROM PRODUCING FOREIGN ECONOMIC DOCUMENTS

The list is based on IMF data for GDP PPP per capita in 2018 (the reference year for ISEE for the 2020/2021 academic year) integrated with World Bank and Central Intelligence Agency data, that is the value of all the finished products and services produced in a country in a given year divided by the average population for that country in the same year, calculated using GDP based on purchasing power parity, thus taking into account the differing costs of living in different countries.

Country	GDP PPP 2018 in Euros	Average assumed ISEE with 4 members, of which 2 receiving incomes and adjusted for the housing rate
Afghanistan	1.771,69	1.065,68
Albania	11.722,19	7.050,94
Algeria	13.562,83	8.158,09
American Samoa	9.838,37	5.917,82
Angola	5.985,88	3.600,53
Anguilla	10.716,80	6.446,19
Argentina	18.040,28	11.308,48
Armenia	8.938,94	5.376,81
Azerbaijan	15.878,34	9.682,96
Bangladesh	4.058,14	2.440,99
Barbados	16.281,01	9.985,72
Belarus	17.571,18	10.955,77
Belize	7.467,44	4.491,69
Benin	2.131,48	1.282,09
Bhutan	8.379,87	5.040,52
Bolivia	6.567,94	3.950,64
Bosnia and Herzegovina	11.850,80	7.128,30
Botswana	15.781,25	9.609,97
Brazil	14.190,38	8.535,57
Bulgaria	20.340,51	13.037,98
Burkina Faso	1.753,46	1.054,71
Burma	5.534,08	3.328,77
Burundi	643,48	387,06
Cabo Verde	6.426,20	3.865,39
Cambodia	3.807,76	2.290,38
Cameroon	3.362,79	2.022,73
Central African Republic	625,35	376,15
Chad	2.121,62	1.276,16
China	15.908,13	9.705,36
Colombia	13.126,74	7.895,78
Comoros	1.433,44	862,22
Cook Islands	14.669,71	8.823,89
Costa Rica	15.424,33	9.341,60

Country	GDP PPP 2018 in Euros	Average assumed ISEE with 4 members, of which 2 receiving incomes and adjusted for the housing rate
Côte d'Ivoire	3.669,75	2.207,37
Cuba	10.804,64	6.499,03
Curacao	13.176,39	7.925,65
Democratic Republic of the Congo	674,10	405,47
Djibouti	3.325,51	2.000,31
Dominica	8.684,19	5.223,57
Dominican Republic	16.184,65	9.913,27
Ecuador	10.293,44	6.191,54
Egypt	11.741,45	7.062,53
El Salvador	7.063,60	4.248,78
Equatorial Guinea	19.948,78	12.743,44
Eritrea	1.455,14	875,27
Eswatini	9.680,05	5.822,59
Ethiopia	2.048,63	1.232,26
Fiji	8.989,49	5.407,21
French Polynesia	14.933,24	8.982,40
Gabon	16.247,25	9.960,34
Georgia	10.089,11	6.068,64
Ghana	5.667,36	3.408,94
Grenada	14.201,24	8.542,10
Guatemala	7.410,73	4.457,58
Guinea	2.028,83	1.220,35
Guinea-Bissau	1.701,38	1.023,39
Guyana	7.483,31	4.501,24
Haiti	1.637,69	985,08
Honduras	4.578,37	2.753,91
India	6.916,49	4.160,29
Indonesia	11.621,17	6.990,18
Iraq	15.512,49	9.407,89
Islamic Republic of Iran	17.178,98	10.660,89
Jamaica	8.298,11	4.991,35
Jordan	8.286,60	4.984,42
Kenya	3.242,20	1.950,20
Kiribati	1.832,02	1.101,97
Korea del Nord	1.493,32	898,24
Kosovo	10.147,21	6.103,58
Kyrgyz Republic	3.376,30	2.030,86
Lao P.D.R.	6.961,21	4.187,19
Lebanon	12.898,87	7.758,72
Lesotho	2.981,81	1.793,57
Liberia	1.245,27	749,03
Libya	10.074,31	6.059,73

Country	GDP PPP 2018 in Euros	Average assumed ISEE with 4 members, of which 2 receiving incomes and adjusted for the housing rate
Madagascar	1.432,02	861,36
Malawi	1.053,58	633,73
Maldives	19.114,47	12.116,14
Mali	2.094,13	1.259,63
Marshall Islands	3.247,22	1.953,22
Mauritania	3.505,10	2.108,33
Mauritius	20.818,24	13.397,17
Mexico	18.097,03	11.351,15
Micronesia	3.058,96	1.839,98
Moldova	6.416,46	3.859,53
Mongolia	11.811,79	7.104,84
Montenegro	16.728,14	10.321,91
Morocco	7.846,61	4.719,76
Mozambique	1.134,44	682,37
Myanmar	5.460,94	3.284,77
Namibia	9.863,62	5.933,01
Nauru	10.827,80	6.512,96
Nepal	2.551,70	1.534,86
Nicaragua	4.991,87	3.002,63
Niger	1.068,83	642,91
Nigeria	5.294,42	3.184,61
Niue	5.094,87	3.064,58
North Macedonia	13.799,62	8.300,52
Northern Mariana Islands	21.521,43	13.925,89
Pakistan	4.989,24	3.001,05
Palau	13.134,32	7.900,34
Palestine	3.777,23	2.272,02
Papua New Guinea	3.216,82	1.934,93
Paraguay	11.766,78	7.077,76
Peru	12.494,96	7.515,76
Philippines	7.849,54	4.721,53
Republic of Congo	5.972,35	3.592,39
Rwanda	2.002,89	1.204,75
Saint Helena, Ascension, and Tristan da Cunha	6.851,72	4.121,34
Saint Martin	16.953,62	10.491,44
Samoa	5.173,62	3.111,95
São Tomé and Príncipe	2.919,90	1.756,33
Senegal	3.207,27	1.929,19
Serbia	15.420,90	9.339,02
Sierra Leone	1.423,18	856,05
Solomon Islands	1.969,40	1.184,60
Somalia	1.527,16	918,59

Country	GDP PPP 2018 in Euros	Average assumed ISEE with 4 members, of which 2 receiving incomes and adjusted for the housing rate
South Africa	12.012,77	7.225,73
South Sudan	1.319,51	793,69
Sri Lanka	11.768,68	7.078,91
St. Lucia	12.609,63	7.584,74
St. Vincent and the Grenadines	10.502,76	6.317,45
Sudan	3.717,50	2.236,09
Suriname	13.268,90	7.981,30
Syria	2.547,43	1.532,29
Tajikistan	3.000,51	1.804,82
Tanzania	3.025,00	1.819,55
Thailand	17.108,64	10.608,00
The Gambia	2.452,47	1.475,17
Timor-Leste	4.604,54	2.769,65
Togo	1.533,35	922,32
Tokelau	878,43	528,38
Tonga	5.367,66	3.228,67
Tunisia	10.867,61	6.536,91
Turkmenistan	17.153,23	10.641,53
Tuvalu	3.559,32	2.140,94
Uganda	2.193,92	1.319,65
Ukraine	8.154,80	4.905,15
Uruguay	20.444,61	13.116,25
Uzbekistan	6.733,53	4.050,24
Vanuatu	2.513,91	1.512,12
Venezuela	10.980,32	6.604,71
Vietnam	6.597,44	3.968,39
Wallis and Futuna	3.338,02	2.007,83
Western Sahara	2.196,06	1.320,94
Yemen	2.088,23	1.256,08
Zambia	3.604,62	2.168,19
Zimbabwe	2.448,73	1.472,92

APPENDIX 2 - LIST OF THE COUNTRIES WHERE AUTHENTICATION OF DOCUMENTS IS REQUIRED

Andorra	B	Latvia	A
British Antarctic	B	Liechtenstein	A
Antigua and Barbuda	B	Lithuania	A
Australia	B	Luxembourg	A
Austria	A	Macao	B
Bahamas	B	Malta	A
Bahrain	B	Martinica	B
Belgium	A	Mayotte	B
Bermude	B	Miquelon	B
Bonaire	B	Montserrat	B
Brunei	B	Norway	A
Chile	B	New Zealand (except Tokelau)	B
Cyprus	A	Netherlands (including the Netherlands Antilles and Aruba)	A
Republic of Korea (South Korea)	B	Oman	B
Croatia	A	Panama	B
Denmark	A	Poland	A
Estonia	A	Portugal	A
Falkland	B	Principality of Monaco	B
Finland	A	Czech Republic	A
France	A	Republic of San Marino	A
South Georgia	B	Réunion	B
Germany	A	Romania	B
Japan	B	Russia	B
Gibraltar	B	Saba	B
Great Britain (including Isle of Man)	A	St. Helena	B
Greece	A	Seychelles	B
Guadalupe Island	B	Sint Eustatius	B
Guernsey	B	Sint Marteen	B
Hong Kong	B	Slovakia	A
Ireland	A	Slovenia	A
Iceland	B	Spain	A
Cayman Islands	B	United States of America	B
South Sandwich Islands	B	St. Kitts and Nevis	B
Turks and Caicos Islands	B	Sweden	B
British Virgin Islands	B	Switzerland	A
Israel	B	Trinidad and Tobago	B
Jersey	B	Turkey	B
Kazakhstan	B	Hungary	A

APPENDIX 3 - FACILITIES AVAILABLE FOR STUDENTS ENROLLED AT THE UNIVERSITY OF MILANO - BICOCCA

Building U92: Via Gustavo Modena 36, Milano – tel. 02/70005157, 02/70004050

n. 119 sleeping accommodation: n. 19 single rooms (including n. 1 room suitable for students with disabilities),
n. 50 double rooms. The facility offers the following services:

- library
- shared kitchen on each floor
- laundromat
- tv room
- study room
- recreation room
- computer room
- gym
- wireless internet connection

Building U12: via Vizzola 5, Milano – tel. 02/64487000

n. 210 sleeping accommodation: n. 138 single rooms (including n. 16 rooms suitable for students with disabilities), n. 36 double rooms, n. 14 guest rooms for teaching staff. The facility offers the following services:

- shared kitchen on each floor
- laundromat
- tv room
- study room
- gym
- wireless internet connection
- canteen
- bar

Building U22: via Mantova 75, Sesto San Giovanni – tel. 02/89459000

n. 200 sleeping accommodation: n. 104 single rooms (including n. 8 rooms suitable for students with disabilities), n. 48 double rooms. The facility offers the following services:

- kitchenette in the room
- laundromat
- study room and recreation room with wifi
- gym
- wireless internet connection in the room
- ecobus shuttle service

Building U62: via Martinelli 44, Cinisello Balsamo tel. 02/64487000

n. 44 sleeping accommodation (n. 26 beds in double rooms and n. 18 beds in single rooms, including 2 rooms suitable for students with disabilities). The facility offers the following services:

- shared kitchen on each floor
- laundromat
- study room with wifi
- internet connection in the room with wifi

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- ecobus shuttle service
- parking for cycles and motorcycles reserved for the guests of the residence

Building U112: via Scamozzi, 4-6-10, Sondrio

n. 4 apartments for a total of 30 beds.

Residence Colombo Svevo, via Medici 33 Monza – tel. 039 8946661 e Centro giovanile Artigianelli via Magenta 4, Monza – tel. 039 8397411

n. 20 beds in single and double rooms.

Apartments ALER, via Ponale 66 Milano

n. 25 double apartments for a total of 50 beds, n. 21 single apartments

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 winning 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 30th 2021.

First absolute enrollment: first enrollment in any degree course (including a different degree course from the one attended in the 2020/2021 academic year) with the same admission title of the same level of studies for which the student is enrolled for the 2020/2021 academic year, 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.

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 2019/2020 academic year in any Italian or foreign university and subsequent cessation of studies.
The student with this previous academic career 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.
- 2) Enrollment in the first year in a Bachelor's degree in the 2018/2019 and enrollment in the second year in the 2019/2020, with subsequent cessation of studies for any reason.
The student with this previous academic career will not be entitled to the scholarship in the academic year in which he/she repeats the enrollment in the first year or the second year of any Bachelor's degree or single cycle master's degree.
- 3) Enrollment in the first year in a Bachelor's degree in the 2018/2019 and subsequent transfer to another university in the 2019/2020 academic year, with repetition of the first year.
The student with this previous academic career will be entitled to the scholarship in the 2020/2021 academic year only if he achieves a minimum number of credits calculated with reference to all the years of enrollment, ie both previous academic years.

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 may declare that he 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 CANNOT declare that he has no previous academic registration in Italy or abroad, as 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.

4. WEIGHTED AVERAGE

(paragraph [3.3.2](#))

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

5. 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 February 3rd 2021 to September 5th 2021;

Amount received from European Union and University: 3.360,00 euros;

Place: Europe;

Months calculated for integration: 7,0977;

Months calculated for meal refund: 6,0977 (no canteen service in August);

Gross integration amount: 550,00 euros x 7,0977 = 3.903,74 euros

Net integration amount: 3.903,74 – 3.360,00 = 543,74 euros (zero in case of negative value);

Amount for the meals: (708 euros / 11 months) x 6,0977 months = 392,47 euros

Amount for the travel expenses: 150,00 euros;

Total integration amount: 1086,21 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:

- a) 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 integral tariff;
- b) 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 guesthouse tariff set by the service provider;
- c) 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 integral tariff if the true ISEE value is not higher than € 30.000,00 and the true ISPE value is not higher than € 50.000,00; three times the difference between the preferential tariff and the guesthouse tariff set by the housing service provider if the true ISEE value is higher than € 30,000.00 or the true ISPE value is higher than € 50.000,00. For the case mentioned at point 11.1, letter b), the sanction of ISEE above € 30,000.00 applies.

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 13th 2004, no. 33, art. 3, by the decree of the President of the Council of Ministers of April 9th, 2001 (as required by Article 8 of Legislative Decree 68/2012) and by the decision of the Regional Government of Lombardy: “determinazioni in merito alle modalità ed alle previsioni minime di finanziamento per l'assegnazione dei benefici a concorso per il diritto allo studio universitario anno accademico 2020/2021”.

As a consequence of the memorandum of understanding of July 19th 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 2020/2021 academic year.

The Scholarships are financed by the Lombardy Region and by the MIUR; the University will also provide the funds necessary to guarantee the scholarship to all the students entitled to it, 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 6th 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 2020/2021 academic year 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 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 30th June 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/allegati/informativa_studenti_utenti_formazione_servizi_.pdf.

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