

UNIVERSITY FEES

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

University taxes are paid in three installments: an initial advance payment upon registration or enrollment, a first balance payment, a second installment.

1 - Initial advance payment installment

The amount of the initial advance payment installment, which is fixed for all courses, consists of the following items:

- Regional tax for the right to education: €140.00
- Stamp duty: €16.00
- **Total: €156.00**

2 – First balance payment and second installment

The sum of the first balance payment and the second installment (variable and based on the ISEE value) shall constitute the Unified University Contribution (calculated as explained at point 6 of this guide).

The amount of the **first balance payment** is:

- 30% of the Unified University Contribution if its total amount is above € 400,00;
- 100% of the Unified University Contribution if its total amount is € 400,00 or less.

For students who do not submit an ISEE statement, 30% of the maximum contribution envisaged for the course's relevant contribution area is due.

Total: Variable, between:

Relevant course area	Merit-based students pursuant to article 4, Contribution Regulations	Non-merit-based students
A	Euro 0,00 ed Euro 894,97	Euro 0,00 ed Euro 1.028,70
B	Euro 0,00 ed Euro 1.074,02	Euro 0,00 ed Euro 1.234,50

The amount of the **second installment** is:

- 70% of the Unified University Contribution if its total amount is above € 400,00;
- € 0,00 if the total amount of the Unified University Contribution is € 400,00 or less. In this case the student won't find any PagoPA for the second installment.

For students who do not submit an ISEE statement, 70% of the maximum contribution envisaged for the course's relevant contribution area is due.

Total: Variable, between:

Relevant course area	Merit-based students pursuant to article 4, Contribution Regulations	Non-merit-based students
A	Euro 0,00 ed Euro 2.088,26	Euro 0,00 ed Euro 2.400,30
B	Euro 0,00 ed Euro 2.506,03	Euro 0,00 ed Euro 2.880,50

3 - Terms of payment

University fees (initial advance payment, first balancing installment and second installment) are paid entirely online. The necessary PagoPA payment slips should be printed out or paid directly by the secretaries' offices online, on conclusion of the registration or enrollment renewal procedures. Unless specifically requested, no receipt for payment shall be issued; banks will send them directly on to the university.

There are three ways to **pay using PagoPA**:

1. **Print the payment slip** and pay it to any payment service provider of the PagoPA circuit (banks, tabacconists, etc. ... Note: it is not possible to pay at the post office);
2. **Pay online**: using the appropriate link on the "segreteria on line" webpage students can access the online payment function that will offer all payment service providers participating in the PagoPA circuit (there are different possible methods, as debiting a current account or payment by credit card);
3. For banks using the **CBILL system**, the interbank code or SIA code is: 1G192. **CODE: 1G192.**

NB: payments made by University Card and using the internet banking service combined with the student's badge (Scrigno) will be exempt from payment commission.

For more information see the University Website, www.unimib.it, link: <https://www.unimib.it/servizi/segreterie/immatricolazione/tasse>

4 – When to pay

- **Initial advance payment**: on registration of enrollment. The deadline* is **30 September 2019**.

*N.B. For students who register for a course that has an admission test, the initial advance payment must be paid by the deadline published along with the admissions ranking list.

- **First balance payment**: the deadline is **17 January 2020**.

N.B. Registered (first year). students who have not yet settled their first balance payment by 31 January 2020 shall automatically be deregistered. Enrolled students (other than first years) who have not yet settled their first balance payment by 31 January 2020 will have their academic pathway frozen, and will not be entitled to any advancement of their academic career.

Please note: for students enrolled/registered after 17 January 2020, the initial advance payment and the first balance payment must be made together.

- **Second installment**: the deadline is **15 May 2020**.

5 - What happens if a student Pays Late

Payment may not be made late for registration on a course with an admission test. If these students don't pay by the deadline, they will lose their right to enrollment.

Payment made after the deadline entails an increase in the payment required, according to the following sliding scale of percentages, depending on how long previously ago the deadline expired:

10% of the amount owed for payments up to 60 days late;
15% of the amount owed for payments more than 60 days late.

6 - Calculation of the unified university contribution payable

The amount of the unified university contribution payable is calculated on the basis of the student's family's economic circumstances. Pursuant to article 5, the maximum payment applicable to each student is:

Relevant course area	Merit-based students pursuant to article 4, Contribution Regulations	Non-merit-based students
A	Euro 2.983,23	Euro 3.429,00
B	Euro 3.580,05	Euro 4.115,00

Maximum contributions are payable for ISEE values for subsidized access to the right to university education equal to or greater than €76,000.00. They are also payable by students who do not submit an ISEE statement, for subsidized access to the right to a university education, within the deadline set by the University.

How Economic Circumstances Are Assessed

The economic circumstances of the family to which the student belongs are assessed on the basis of the ISEE ECONOMIC STATEMENT REGARDING SUBSIDIZED ACCESS FOR THE RIGHT TO A UNIVERSITY EDUCATION.

For detailed information on the terms and conditions for requesting an ISEE certificate for access to the right to a university education, please consult the ISEE Guide published on the University website www.unimib.it, at the following link: <https://www.unimib.it/servizi/segreteria/immatricolazione/tasse>

Relevant Course Area

Area A Courses in: Analysis of Social Processes; Applied Experimental Psychological Sciences; Biostatistics; Tourism Economics; Banking, Insurance and Financial Intermediary Economics; Business Economics and Management; Economics and Commerce; Economics and Finance; Corporate Economics, Statistics and IT; Law; International Economics; Management and Service Design; Marketing and Global Markets; Marketing, Corporate Communications and International Markets; Planning and Managing Social Policies and Services; Clinical Psychology and Neuropsychology during the Lifecycle; Psychology of Social, Decision-making and Economic Behavioural Processes; Psychology of Developmental and Educational Processes; Science of Legal Services; Science of Tourism and Local Communities; Science of the Economy; Science of Organization; Psychological Science and Techniques; Economic/Corporate Science; Psycho-social Communications Science; Statistic and Economic Science; Social Services; Sociology; Statistics and Information Management; Tourism, Territory and Local Development.

Area B Courses in: Astrophysics and Space Physics; Biology; Industrial Biotechnology; Medical Biotechnology; Intercultural Communication; Data Science, Physics; Physiotherapy; Human Resources Training and Development; Dental Hygiene; Nursing Care; IT; Marine Sciences; Mathematics; Materials Science; Medicine and Surgery; Dentistry and Prosthetic Dentistry; Obstetrics; Optics and Optometry; Materials Science; Anthropological and Ethnological Sciences; Biological Sciences; Primary Training Sciences; Education Sciences; Chemical Sciences and Technologies; Geological Sciences and Technologies; Environmental Sciences and Technologies; Environmental and Territorial Sciences and Technologies; Nursing and Obstetrics

Sciences; Pedagogical Sciences; Biomedical Lab Techniques; Medical radiology, Imaging and Radiotherapy Techniques; Communications Theory and Technology; Developmental Age Neuro and Psychomotricity Therapy.

N.B. Starting from the 2017/2018 Academic Year, the new contribution system will also apply to students who continue to be enrolled, until they get their educational qualification, on deactivated online courses in agreement with the Nettuno consortium. Contribution Area A applies to these students, who must consequently submit their ISEE economic statement by the deadline set by the University, as stated in the Guide to ISEE Presentation.

How the unified university contribution payable on the basis of the isee value is calculated

Prior to the reductions pursuant to article 4 in the Student Contribution Regulations, the Unified Contribution payable by each student who has submitted an ISEE statement applicable for subsidized access to the right to a university education within the deadline set by the University, is calculated as follows:

- For ISEE values for subsidized access to the right to a university education **up to €21,000.00** the University Contribution is equal to **€200.00**
- For ISEE values for subsidized access to the right to a university education in excess of €21,000.00, the University Contribution is equal to the value that is higher of €200.00 and.

$$contribution = € \left(\frac{ISEE}{1000} \right)^2 * k$$

For the Academic Year 2019/2020:

$$k = \begin{cases} 0.5937 & \text{for Area A courses} \\ 0.7125 & \text{for Area B courses} \end{cases}$$

If the value calculated exceeds the value of the maximum amount of the relevant course area, the university contribution shall be equal to the maximum amount indicated in the table above.

NB: An ISEE equal to or greater than **€76.000,00** is required to pay the maximum contribution envisaged for your course.

Reductions for merit and reductions for access to education

The Unified University Contribution payable, calculated as above, is reduced pursuant to the Regulations on student contributions, as follows:

- 1) The Unified Contribution payable by students with an ISEE statement for subsidized access to the right to a university education of less than or equal to €21,000 is reduced to zero (contribution = €0)
- 2) The Unified Contribution payable by students with an ISEE statement for subsidized access to the right to a university education of more than €21,000 is reduced by 13% (basic contribution x 0.87)

Provided that the student falls within one of the following categories:

- Students who enroll at Università di Milano-Bicocca for the first time in 2019/20;
- Students who in 2019/20 are in their second consecutive year of enrollment at the Università di Milano-Bicocca, and who obtained at least 10 CFUs by 10 August 2019;
- Students who in 2019/20 have been enrolled at Università di Milano-Bicocca for more than two but less than N+2 years (where N is the normal duration of the course to which they are enrolled), and who obtained at least 25 CFUs between 11 August 2018 and 10 August 2019;

Should the **reduced** contribution be greater than $(\text{ISEE} - 13,000) * 0.07$, students with an ISEE of more than €13,000 who are entitled to a reduction in their contribution shall pay lower fees of $(\text{ISEE} - 13,000) * 0.07$.

Entitled students do not need to apply for a reduction in their contribution as this will automatically be applied by the relevant office based on the student's career data.

Specimen university fee calculation, academic year 2019/2020

Here are three examples of how university installments are calculated for three different ISEE values for students enrolled on an **Area A** course:

1) ISEE of €21,000 or less:

Student without merit requirements: Unified University Contribution €200,00*

Initial advance payment: €156.00

First balance payment: €200.00

Second Installment: €0.00 (no PagoPA issued)

* If the student benefits from merit-based and access to education reductions pursuant to article 4 of the Regulations on Student Contributions, the installments will be:

Student with merit requirements: Unified University Contribution €0,00

Initial advance payment: €156.00

First balance payment: €0.00 (no PagoPA issued)

Second Installment: €0.00 (no PagoPA issued)

2) ISEE of €23,000:

Student without merit requirements: Unified University Contribution $(23.000/1000)^2 * 0,5937 = € 314,07^*$

Initial advance payment: €156.00

First balance payment: €314,07* (100% of the university contribution payable because the contribution is less than €400,00)

Second Installment: €0.00 (no PagoPA issued)

* If the student benefits from merit-based and access to education reductions pursuant to article 4 of the Regulations on Student Contributions, the installments will be:

Student with merit requirements: Unified University Contribution $(23.000 / 1000)^2 * 0,5937 * 0,87 = €273,24$

Initial advance payment: €156.00

First balance payment: €273,24 (100% of the university contribution payable because the contribution is less than €400,00)

Second Installment: €0.00 (no PagoPA issued)

3) ISEE of €55,000:

Student without merit requirements: Unified University Contribution $(55.000/1000)^2 \times 0,5937 = €1.795,94^*$

Initial advance payment: €156.00

First balance payment: €538,78 (30% of the university contribution payable)

Second Installment: €1.257,16 (70% of the university contribution payable)

* If the student benefits from merit-based and access to education reductions pursuant to article 4 of the Regulations on Student Contributions, the installments will be:

Student with merit requirements: Unified University Contribution $(55.000/1000)^2 \times 0,5937 \times 0,87 = €1.562,47$

Initial advance payment: €156.00

First balance payment: €468,74 (30% of the university contribution payable)

Second Installment: €1.093,73 (70% of the university contribution payable)

NB: an ISEE equal to or greater than €76,000,00 is required to pay the maximum contribution envisaged for your course.

7 – Special cases

1) Enrollment of foreign students on courses delivered wholly in English

To provide an incentive to foreign students to attend the international degree courses that the University offers wholly in English, all students whose first citizenship is non-Italian, and whose entitlement qualification was obtained outside Italy:

- 1) Pay a unified registration contribution for the first year of €0;
- 2) For any academic year other than the first year, pay a unified contribution of €600 for Marine Sciences, Materials Science, International Medicine & Surgery, and €500 for International Economics and Applied Experimental Psychological Sciences.

2) Part-time Courses

For students who in academic years prior to 2014/2015 e after 2017/2018 chose to embark on a part-time course, the Unified University Contribution for the first balance payment and second installment is reduced by 50%.

3) Credit-based enrollment

Students who in academic years between 2015/2016 and 2017/2018 have enrolled on a credit basis pursuant to special provisions for each course are required to pay 100% of the Regional tax and stamp duty; the Unified University Contribution payable pursuant to the student's ISEE will be recalculated proportionally to the CFUs obtained pursuant to the following formula:

$$\{(\text{University Contribution}/60)^{[(55/\text{CFUs chosen})^{0.05}]}\} \times \text{CFUs chosen}$$

The University Contribution as calculated above will be charged wholly as a second installment payment.

In consequence, the taxes installments amount works out as follows:

- First **advance** payment €156.00 (DSU regional tax €140.00 + stamp duty €16.00);
- Initial **balance** installment €0.00
- The second installment is equal to the University Contribution as calculated above.

4) Individual Courses

The contribution is **€30.00** for each credit (CFU) or fraction of a credit greater than or equal to 0.5. Payment takes place on registration for individual courses.

5) Supplementary teaching activity for the assistance of students with disabilities

The only amount payable is the student accident insurance premium of €4.48 for each academic year, if teaching activities are attended and/or required after a degree in Primary Education Science.

Graduates are required to pay on registration.

6) Payment by installment

An additional installment plan for the second University fee installment is admissible only in cases of documented exceptional circumstances, after submitting an appropriate application to the Dean.

Installment plans may only be established for second installments of amounts exceeding **€700.00**.

Applications, which must be presented with all necessary documentation, should be presented to the Right to Education Department by **24/04/2020**.

Should the application be accepted, the second installment will be further split into 4 payments due by the following dates:

1st payment: 15 May 2020

2nd payment: 14 June 2020

3rd payment: 15 July 2020

4rd payment: 14 August 2020

Failure to pay the amount corresponding to one of these payments will lead to an immediate freezing of the student's university career until their administrative position has been restored.

8 - Fees and contribution reimbursement

(Article 24, Regulations on Student Contributions)

Students are not entitled to any repayment of fees and contributions that they have paid, with the exception of the motives for reimbursement pursuant to the section below.

The initial advance payment and the first balance payment may be reimbursed upon application, with the exception of stamp duty, in the following cases:

- a) To students who renew their enrollment for the academic year and who submit an application to transfer to another University by the deadline, provided that they submit a request for reimbursement within 30 days of the transfer application;
- b) To students who renew their enrollment for the academic year and who graduate by 31 March during the previous academic year, provided that they submit their application within 30 days of graduation. For students who benefit from a right-to-education scholarship and students who participate in a 150 hours collaboration in the 2019/2020 academic year, this reimbursement is not admissible.

The following are non-reimbursable

The following contributions are non-reimbursable:

- a) Payments for taking an admissions test for a selective course;
- b) Payments for enrollment on individual courses;
- c) Payments made for course and university transfers;
- d) Payments for acknowledgement of non-Italian academic qualifications;
- e) Fees and payments made having ceased studying subsequent to re-enrollment;
- f) Payments and enrollment to Masters and specialization courses, targeted training and services.

Reimbursement request procedures

To obtain one of the applicable reimbursements, an application must be submitted on a form available from a Students' Office or the Forms Section of the University site.

The form must be handed in at the Fees Desk of the Secretary's Office by the person concerned or a proxy, along with a photocopy of the person's ID document; the originals of payment receipts for the amounts for which reimbursement is being requested must be attached.

No reimbursement is possible if the originals are not submitted.

9 – Contributions for services rendered at the student's request

Contribution for a request of a copy of an internship record book	€	100.00
Stamp duty for the issue of an original qualification diploma: 2 official €16.00 stamps	€	32.00
Contribution for requesting the issue of a copy of an original qualification diploma (inclusive of 1 official €16.00 stamp)	€	50.00
Contribution for an application to enroll for tests to access selective courses*	€	10.00
Contribution for an application to enroll for tests to access selective courses conducted as computer-based tests	€	25.00
Contribution to a request for a copy of a magnetic badge	€	20.00
Contribution for a request to amend a Study Programme (undertaken by graduating students who have not renewed their enrollment for the new academic year)	€	50.00
Unified contribution for applications to transfer and course changes	€	100.00
Contribution for a State exam	€	450.00
Fixed fee for acknowledging each year of study breaks	€	200.00
Unified contribution for suspension of studies for the entire duration of the suspension	€	200.00
Contribution for requesting withdrawal from the Erasmus international study mobility programme, made after 28 February for motives of an individual nature	€	200.00
Payments for a request to acknowledge non-Italian academic qualifications;	€	200.00

* N.B.: At its 24 June 2008 session, the Board of Directors resolved to waive payment for non-EU citizens resident outside Italy regarding contributions to expenses for registering for tests to access to selective courses. This waiver was extended to foreign students (non-Italian citizens, with entitlement qualifications obtained outside Italy) on courses delivered wholly in English.

10 – Tax deductions for university fees and contributions

The so-called Stability Law no. 208, dated 28 December 2015, (Official Journal, 30 December 2015 issue) significantly simplified tax deductions regarding fees and contributions for attending educational courses.

Specifically, article 1, sub-sections 954(b) and 955 of the Stability Law redrafted article 15(1)(e) of the Tax Consolidation Act, envisaging the deduction of "expenses for attending University educational courses at state and non-state universities, for non-state universities in a proportion no higher than that established annually for each university faculty under decree by the Ministry of Education, Universities and Research, to be issued by 31 December, taking into account the average sums of fees and contributions payable to state-run universities." Students are therefore invited to check the amount that may be deducted in regard to the amount specified annually by the above-mentioned Ministry of Education, Universities and Research decree.

It should be noted that solely the individual who actually incurred the expense is eligible to claim the deduction.

The following link provides access to the MIUR website section on the deductibility of educational expenses: <http://www.miur.gov.it/web/guest/dedurre-le-spese-di-istruzione?inheritRedirect=true>

Article 1, Ministry of the Economy and Finance decree dated 13 January 2016, establishing that:

“1. For the purpose of Tax Authority compilation of income tax declarations, starting with data for 2015, by 28 February each year, state and non-state run universities shall send the Tax Authority electronic data for each student featuring the following data with regard to the previous year:

- a) Expenses for attending University educational courses;
- b) Expenses for attending University specialization courses;
- c) Expenses for attending University advanced courses;
- d) Expenses for attending Masters courses which, owing to their duration and how teaching is structured, may be considered similar to university or specialization courses;
- e) Enrollment expenses for PhD courses.

2. For each student, state and non-state run universities shall provide information on the amount of expenses for the previous tax year, indicating the individuals who incurred the expenses and the reference academic year. University expenses shall be stated net of any reimbursements and contributions. Reimbursements paid out over the year which refer to expenses incurred during preceding years shall be indicated separately.”