



UNIVERSITÀ
DEGLI STUDI
DI BRESCIA



ANDISU
Associazione nazionale degli Organismi
per il Diritto allo Studio Universitario



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U.O.C. Right to Study

CALL FOR APPLICATIONS FOR ACCESS TO RIGHT TO STUDY SERVICES

(Scholarships, Accommodation and Catering Services),
Academic year 2022/2023

Sommario

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Recitals

Non-deferrable deadlines for the presentation of on-line applications for all students:

- Scholarships (Section 1):
1.00 pm (CEST) on 30 September 2022.
NB: applicants must also have a valid ISEE certificate for subsidised services for the Right to University Study (or Equivalent ISEE) by the same date.
- Accommodation Service (Section 2):
NB: applicants must also have a valid ISEE certificate for subsidised services for the Right to University Study (or Equivalent ISEE) by the dates below so that the economic status requirements for the classification can also be evaluated. If not presented, only the merit requirement will be considered.
 - a. Acceptance of students for years after the first year:
1.00 pm (CEST) on 26 August 2022.
 - b. Acceptance of first year students (first year of First and Second Cycle degrees):
1.00 pm (CEST) on 09 September 2022.
- Catering Service (Section 3):
1.00 pm (CEST) on 31 March 2023

NB: The application for services can also be forwarded before formalisation of registration or enrolment in the 2022/2023 academic year and also before sitting any admission tests to courses. Applications which do not respect the requirements indicated in this Call, are incomplete or received after the pre-set deadlines and/or presented in a different manner from that indicated in the Call will not be accepted.

ATTENTION: The provisions in this Call may undergo modifications in the light of various and subsequent national decrees and regional orders on the COVID 19 pandemic.

Art. 1 General provisions

For the 2022/2023 academic year, the University of Brescia has issued this Call for access to the Right to Study services, in compliance with the provisions set by Lombardy Region law 33 dated 13 December 2004, Prime Ministerial decree dated 09 April 2001, Legislative Decree 68 dated 29 March 2012, Ministerial Decree 1320 dated 17 December 2021 and Ministerial Circular 13676 dated 11 May 2022 and also resolution XI/6633 of Lombard Regional Council meeting dated 04 July 2022.

This Call is financed by the contributions allocated by MUR, Lombardy Region, the European Union - Next Generation EU (in the sphere of the National Recovery Plan and investment 1.7 “*Scholarships for access to university*” of Mission 4 Component 1) and funds made available by the university.

Services regulated by this Call are attributable to students who enrol in courses of the University of Brescia in the 2022/2023 academic year and have the merit, economic status and academic regularity requirements specified in the sections on each service.

See the section on Scholarships for anything not specifically set out in the sections on the Accommodation and Catering Services.

Definitions:

The following definitions apply for the purposes of attribution of Right to University Study services:

Eligible: student with the merit and economic status requirements needed to take part in the Call.

Beneficiary: the student who, with the merit and economic status requirements set out, is a winner of the scholarship.

Eligible non-beneficiary: the student who, although having the merit and economic status requirements set out, is not a winner of the scholarship as a result of lack of funds.

Partial beneficiary: the student who receives 50% of the benefit because they are:

- in the 1st supplementary year over the normal length of the course;
- part-time;
- enrolled in the first year who attains the merit requirement after registration and by 30 November 2023.

First university registration: first academic year of registration after the High School Diploma in any degree course in any Italian or foreign university (also different from the course attended in the 2022/2023 academic year) of the same level/study cycle for which they have enrolled in the 2022/2023 academic year irrespective of the outcome of that career (withdrawal from studies, transfer, graduation, etc.).

ISEE (2022): ISEE valid for the subsidised services for the Right to University Study issued in accordance with Art. 8, Council of Ministers Presidential Decree 159/2013 and in favour of the student applying for the services set out by the Call.

EQUIVALENT ISEE 2022/2023 academic year: persons not resident in Italy and/or with income and capital in countries other than Italy must contact one of the partner CAAF (*Centri Autorizzati di Assistenza Fiscale* - Authorised Tax Assistance Centres) of the University of Brescia.

REVOCATION: this means the cancellation/exclusion from benefit with the student's resulting requirement to return any money and/or services received (accommodation and catering services enjoyed will be adjusted in the cost of the 4th income bracket).

Students must **promptly inform** the University of Brescia (diritto-studio@unibs.it) of **any event regarding the scholarship or other service occurring after confirmation of the on-line application** (receipt of a different scholarship or other economic aid, transfer to another university or change in the course centre, graduation, impossibility of continuing studies, withdrawal from studies, etc.).

If the periodic checks show that a communication as previously requested has not been made, the benefits and subsidised services will be cancelled with all the related consequences (e.g. revocation and return of the scholarship received, revocation of exemption from enrolment fees, adjustment of the costs relating to the services enjoyed etc.) subject any additional penalties set out by law.

SECTION 1: SCHOLARSHIPS

Art. 2 Number of scholarships

The number of scholarships to assign will be defined based on the overall budget availability.

Art. 3 General participation conditions

Italian students, students from countries in the European Union, foreign students as per Presidential Decree 394 of 31 August 1999, implementing Legislative Decree 286 of 25 July 1998, and stateless or political refugee students enrolled in the University of Brescia can take part in the Call. Go to www.unibs.it > **OPPORTUNITIES AND SERVICES > RIGHT TO STUDY > SCHOLARSHIPS AND AWARDS > DSU CALLS**> Call For applications for access to Right To Study Services - 2022/2023 academic year > On-line Services Application – Scholarship, follow the methods specified and confirm by the deadline shown in this Call.

Confirmation of the on-line application must be made by the **final time/date of 1:00 (CEST) on 30 September 2022**.

N.B.:

- Applicants must also have a valid ISEE certificate for subsidised services for the Right to University Study (or Equivalent ISEE) by the same date. **Warning: it takes several weeks to obtain the ISEE/EQUIVALENT ISEE value so certification must be requested in good time.**

- The application for services can be forwarded before formalisation of the registration or enrolment in the 2022/2023 academic year and also before taking any course admission tests.

Applications which do not respect the requirements indicated in this Call, are incomplete or received after the pre-set deadline and/or presented in a different manner from that indicated above will not be accepted.

Students must be enrolled for the 2022/2023 academic year to receive the Right to Study services:

- 1) In a regular year of a degree course, Second Cycle degree course, Single Cycle degree course up to an additional year beyond the normal length of the course attended, starting from the first registration (see p. 2 for the definition)* for the first time. If the beneficiary is in the categories as per Art. 2 of Law 118 dated 30 March 1971, or other disabled categories protected by law, with recognised invalidity of 66% or more, enrolment is permitted up to two additional years beyond the normal length of the course attended, starting from the first registration.

* NB: For the 2022/2023 academic year, based on the budget availability, scholarships financed with funds made available by the university may be distributed, also for students with a previous enrolment in a degree course (including a different one from that attended in the 2022/2023

academic year) of the same level/study cycle for which they have enrolled for the 2022/2023 academic year, in any Italian or foreign university, with a career closed because of withdrawal from studies, transfer or passing to another course. In this case, not only must the economic status be satisfied but also the merit requirement considering the number of years of enrolment from the very registration and the CFU (university credits) acquired in the preceding career irrespective of any confirmation to shorten the career (see Art. 7 for the requirements). For example, if I enrolled in the first year of a degree course in the university system for the very first time in the 2021/2022 academic year and then withdrew, transferred or passed to another course, I would have to satisfy the merit requirements requested from students enrolling in the second year of the relative course (e.g. 35 CFU for freely accessible courses, see Art. 7 for the details) in the 2022/2023 academic year if I enrolled in a degree course and was accepted into the first year in the 2022/2023 academic year.

2) in a specialisation course (with the exclusion of those in the medical area as per Legislative Decree 368/99);

3) in a Ph.D. course (excluding scholarship holders as per Ministerial Decree 224/1999 or research fellowships pursuant to Law 449 of 27 December 1997) implemented with Ministerial Decree 210, Art. 4, of 3 July 1998 for a period of time equal to the length set out by the respective systems.

Art. 4 Incompatibility

Scholarships cannot be combined with similar forms of economic aid distributed by the managing entity or other public or private bodies for the same academic year. In such cases, the student has the right to choose one or the other. The exception are scholarships granted:

- by national or foreign institutions aimed at integrating the training or research work of scholarship holders with the stay abroad;
- for the reward in the form of contribution assigned by university bodies to students enrolled in paths of excellence.

Art. 5 Other reasons for exclusion

The following students are, in any case, excluded from the benefits in the 2022/2023 academic year:

- students already holding a qualification of the same level or higher than the course for which a scholarship has been applied for in the 2022/2023 academic year;
- students with debts/outstanding items with the University of Brescia at the date of publication of the scholarship classification, unless instalment plans have already been signed.

Art. 6 Transfers

The student who transfer from another university after the start of the academic year must ask the university or managing body of the Right to Study of the university of origin for the ex officio transmission of the application as long as it was presented within the terms set out by the Call for Tender of the said Body/University. The regularisation of the transfer application must be completed by 30 November 2022.

Acceptance into the classification will be subordinate to having the merit and economic status requirements and the availability of resources.

In the event of an application for transfer to another university after the start of the academic year, the application presented to the University of Brescia will be sent to the university Body or university to which the student has requested the transfer only after prompt and specific request in writing by the student concerned to the PEC (certified email) address ammcentr@cert.unibs.it (also from a non-PEC mail). In this case, the student loses the benefit distributed by the University of Brescia (and must, therefore, return any instalments received and the adjustment of the subsidised services enjoyed).

Art. 7 Requirements for inclusion in the scholarship classifications

The student must necessarily have both the merit and economic status requirements, as specified below.

A) MERIT REQUIREMENTS

Students enrolled in the first year of all courses

Students enrolled in the **first year** for the first time have an accesso requirement and a post-registration requirement to be able to confirm the benefit if necessary.

Access requirement:

1) First Cycle and Single Cycle degree courses:

- High School Diploma mark of not less than 70/100

Students who have attained the diploma in a country other than Italy will be assessed in accordance with the value shown on the application of the conversion formula adopted by MIUR (MIUR note dated 4 June 2007 - see Appendix 1).

If the beneficiary belongs to the categories as per Art. 2 of Law 118 dated 30 March 1971, or other disabled categories protected by law, with recognised invalidity of 66% or more, the minimum High School Diploma mark required is 60/100.

2) Second Cycle degree courses:

- Enrolment in the 2022/2023 academic year

Post-registration requirement:

Students registered in the first year of all First Cycle degree, Second Cycle degree and Single Cycle degree courses for the first time are attributed with the status of beneficiary in the classification based on both the access and economic requirements as per Point B.

The student has to attain a minimum number of valid credits by 10 August 2023 for the maintenance 100% of the status of beneficiary or eligible non-beneficiary.

The student has to attain a minimum number of credits by 30 November 2023 for the maintenance 50% of the status of beneficiary or eligible non-beneficiary.

Please note that the CFU to attain are:

- 35 for First Cycle, Second Cycle and Single Cycle degree courses whose annual number of attainable credits is 60 or more;

- To determine the merit requirement, a proportional criterion*, rounded down, is applied to the above-mentioned merit requirement for all First Cycle, Second Cycle and Single Cycle degree courses whose annual number of attainable credits is less than 60, referring to the number of credits in the educational regulations of each course.

N.B.: Medical area internships: the CFUs acquired with the final internship exams held, based on the university teaching organisation of the Health Professions courses after 10 August 2023, are valid as long as the outcome of those exams is acquired by 31 October 2023.

Students who do not attain the minimum number of credits indicated above by 30 November 2023 will have their scholarship revoked (see Art. 12).

Attention: The post-registration requirement is not applied to disabled students whose recognised invalidity is 66% or higher.

Students enrolled in years after the first year of all courses

Students enrolled in **years after the first one** of all First Cycle, Second Cycle and Single Cycle degree courses must have attained the minimum number of educational credits specified in the following Table (for courses whose annual attainable credits are 60 or higher) **arising from exams taken and recorded** by 10 August 2022:

| ALL COURSES | | | | | | |
|----------------------------|---|-----------------|-----------------|-----------------|--|--|
| Courses | For students enrolling in the 2022/2023 academic year: | | | | | |
| | 2nd year | 3rd year | 4th year | 5th year | 6th year (1° FC per LMCU 5 years) | 1st Supplementary year |
| Degree | 35 | 80 | = | = | = | 135 |
| Single Cycle degree | 35 | 80 | 135 | 190 | 245 | 300 (per 6-year Single Cycle degree course) |
| Second Cycle degree | 35 | = | = | = | = | 80 |

N.B.: Medical area internship: the CFUs acquired with the final internship exams held, based on the university teaching organisation of the Health Professions courses after 10 August 2022, are valid as long as the outcome of those exams is acquired by 31 October 2022

To determine the merit requirement, a proportional criterion*, rounded down, is applied to the above-mentioned merit requirement for all First Cycle, Second Cycle and Single Cycle degree courses whose

annual number of attainable credits is less than 60, referring to the number of credits in the educational regulations of each course.

Part-time students both in both the first and subsequent years

The merit requirements requested and the value of the bonus for **part-time** students will be half of that indicated in this Call.

***Proportional criterion**

Please note that for all degree courses whose annual number of credits attainable is less than 60, the **PROPORTIONAL CRITERION is applied**, rounded down, to determine the merit requirement referring to the number of credits in the educational regulations of each course. The credits set out by the Study Plan can be checked in the dedicated website for each course.

For example:

If the total CFUs set out by the Study Plan for a student enrolled in the 2nd year is 52, the calculation must be thus made:

$52/60 \times 35 = 30.3333$ which, **ROUNDED DOWN**, gives the result 30

New element: courses which provide for annual teaching have merit requirements reduced by 2 credits for each teaching session of that type activated in the reference academic year.

Validity of credits (for all students)

The CFUs valid for scholarship purposes are those acquired from exams taken or already integrally confirmed and registered, specifically indicated in the Study Plan proposed by the course or the student and already approved for the 2022/2023 academic year by the Programme Board at the date the application is presented.

NB: progress tests and individual modules are not included in the calculation.

Transfers from another university/degree course and **Internationally Mobile students:** exams to integrate or only partially confirmed by the University of Brescia Programme Board are excluded from the count of CFUs valid for scholarship purposes.

Ph.D. and specialisation courses:

A student enrolled in a **Ph.D. or specialisation course** must:

| | |
|---|-----------------------------|
| Ph.D. courses (Excluding scholarship holders pursuant to Ministerial Decree 224 of 30.04.99 and research fellows as per Law 449 of 27/12/1997) | Be accepted onto the course |
| Specialisation courses (excluding those in the medical area ex Legislative Decree 368/1999) Health and Dentistry specialisation courses (Interministerial Decree 716 of 16/09/2016) | Be accepted onto the course |

Disabled students enrolled in years after the first year

If the beneficiary belongs to the categories as per Art. 2, Law 118 of 30 March 1971, or other **disabled** categories protected by law, with recognised invalidity of 66% or higher, individualised merit requirements are defined that may vary from those set out by the previous Table up to a maximum of 40%, based on the recognised invalidity percentage, as specified in the following Table:

| Invalidity percentage | Percentage of credits discounted |
|-----------------------|----------------------------------|
| 66-74% | 10% |
| 75-82% | 20% |
| 83-90% | 30% |
| 91-100% | 40% |

The disabled student who enrolls in the 2nd supplementary year in the 2022/2023 academic year is asked for the same merit requirement set out for students enrolled in the first supplementary year.

Bonus:

Students have a bonus to fill any differences between the minimum number of credits requested and those actually acquired; the bonus is activated directly by the office. The amount of the **bonus** is differentiated based on the year of enrolment in which it is activated as follows:

- **five** credits to maintain the benefits of the first year or the attainment of the benefits for the second year of students enrolled in First Cycle, Second Cycle and Single Cycle degree courses;
- **twelve** credits for the attainment of the benefits for the third year of students enrolled in First Cycle and Single Cycle degree courses and the 1st supplementary year for students enrolled in Second Cycle degree courses;
- **fifteen** credits for the attainment of the benefits for subsequent academic years for students enrolled in First Cycle and Single Cycle degree courses.

The bonus can be activated only once during a student's career up to the award of the degree and used until the quota for the subsequent years has been consumed.

The bonus can also be used by students enrolled in the first year of First Cycle, Second Cycle and Single Cycle degree courses that confirm the eligibility for the scholarship at 50% as they have attained the credits by 30/11/2023.

B) REQUIREMENTS RELATING TO THE ECONOMIC STATUS

The student's economic status is indicated based on the Indicator of the Equivalent Economic Situation (I.S.E.E. - 2022) **valid for the subsidised Right to University Study services** pursuant to Council of Ministers Presidential Decree 159 dated 5 December 2013.

Attention: ISEE which do not comply (have annotations for omissions and/or differences) **will not be taken into consideration**. The ISEE does not comply when, on issuing the ISEE, INPS notes omissions/differences/discrepancies with respect to the declarations made by the person concerned. See Art. 11, sub-paragraph 5 of Council of Ministers Presidential Decree 159 of 5 December 2013 and Art. 3 of the decree dated 7 November 2014 for further details.

Pursuant to the Council of Ministers Presidential Decree 159 of 5 December 2013 and INPS circular 171 of 18 December 2014, the quota of the Right to University Study scholarship received in 2020 must be declared for ISEE purposes. The 2020 quota must be declared in the on-line

application and will be automatically deducted from the ISEE acquired by INPS from the student also receiving the Right to University Study scholarship in 2021.

The student must **have the I.S.E.E. issued** by INPS **valid for the subsidised Right to University Study services by the final date of 30/09/2022** to allow the electronic acquisition of the income data.

Warning: it takes several weeks to obtain the ISEE value so certification must be requested in good time. **Lack of ISEE data will lead to exclusion from the Call to Tender for the scholarship.**

Students requesting the Right to Study benefits must have the items below referring to the family unit as defined pursuant to Council of Ministers Presidential Decree 159 of 5 December 2013 and implementing Ministerial Decree 1320 of 17 December 2021:

- an indicator of the Equivalent Capital Situation (calculated by the managing bodies and corresponding to ISP/Equivalence scale, as per Sect. I Method of calculating ordinary ISEE of the certification for services arising from university study) of **not more than € 52,902.43**;
- an indicator of the Equivalent Economic Situation (ISEE for subsidised Right to University Study services) of **not more than € 24,335.11**;

Autonomous student:

Implementing the provisions of Art. 8, sub-paragraph 2, Council of Ministers Presidential Decree 159/2013 and Art. 3, sub-paragraph 1, of Ministerial Decree 1320/2021, and to take adequate account of the bodies supporting the maintenance of the student, the family unit of the applicant for the benefits is integrated with that of their parents when both the following requirements do not occur:

- residence of at least two years with respect to the date of presentation of the consolidated substituting declaration away from the residential unit of the family of origin in a residential unit not owned by a family member;
- income from subordinate or similar employment, not employed by a family member, declared for tax purposes for at least two years of not less than € 9,000.00.

If none of these conditions is fulfilled, account will be taken of the capital and economic situation of the family of origin.

The autonomous student is also considered away from home if they use paid accommodation in the municipality where the course attended is based.

CURRENT ISEE:

Please remember that, pursuant to Article 9 of Council of Ministers Presidential Decree 159/2013, the current ISEE can be requested when, although already having a valid ordinary ISEE, a variation occurs in the employment situation or there is an interruption in social security, welfare and indemnity treatments not falling within the overall income (declared for IRPEF) for one or more members of the family unit; or, again when there is a reduction of more than 25% in the overall income ability of the family unit. Contact a CAAF (Authorised Tax Assistance Centres) for additional information.

Assessment of the economic and capital condition for people non-resident in Italy and/or with income and capital in countries other than Italy

In this case, the student must contact one of the partner CAAF of the University of Brescia (see the list published on the university website) to apply for the **Equivalent ISEE for subsidised Right to University Study services**. It will be the responsibility of the CAAF to send the Equivalent ISEE data to the university. Also in this case, the student **must have the Equivalent I.S.E.E. valid for the subsidised Right to University Study services by the final date of 30/09/2022.**

The economic and capital situation of the family unit must be certified with appropriate documentation issued by the relevant authority of the country where the income is produced and must be translated into Italian by the relevant Italian diplomatic authorities for the area. The economic status of foreign students or Italian students resident abroad is defined based on the provisions in Art. 8, sub-paragraph 5, of Council of Ministers Presidential Decree 159/2013, subject to the various provisions issued nationally. The economic and capital situation of non-European Union foreign students is assessed as set out by Legislative Decree 286 of 25 July 1998 and subsequent amendments and supplements (Art. 4, sub-paragraphs 3 and 39) and Presidential Decree 394 of 31 August 1999 (Art. 46, sub-paragraph 5). The documentation to present to the CAAF is as follows (for further information on this, contact a partner CAAF):

1. Tax code
2. Valid identity card or passport
3. Document certifying the composition of the family
4. Income for the 2021 calendar year of each member of the family
5. Unemployment certificate for any unemployed members of the family unit
6. Statement of the buildings owned by the family in the country of origin with the indication of the square metres
7. Certificate of the property assets owned by the family (express in shares, dividends, equity, portions of net assets of any companies owned etc.)
8. Any I.S.E.E. certificate for income and assets owned and produced in Italy;
9. Any scholarships, even if not subject to taxation, received in 2020 and 2021.

For countries where there are particular difficulties for the issue of certification by the local Italian embassy, it must be issued by the relevant diplomatic missions or foreign consular authorities in Italy and legalised by the Prefecture pursuant to Art. 33, Presidential Decree 445 dated 28 December 2000. However, the student is required to state any income and assets held in Italy by their family unit based on Council of Ministers Presidential Decree 159 of 5 December 2013.

Students from ‘Especially poor and developing countries’

Foreign students from ‘Especially poor and developing countries’ as per MUR Decree 344/2022 of 08 April 2022, with a visa or residence permit for study reasons, do not have to produce an Equivalent ISEE if they are not in the family nucleus receiving an income in Italy. These students will be automatically placed in the first income bracket.

List of ‘Especially poor and developing countries’:

| | | | | |
|-----------------|---------------|------------|--------------|-------------|
| Afghanistan | Comoros | | Nepal | |
| Angola | Democratic | | Niger | Tanzania |
| Bangladesh | People's | Lao | Rwanda | Timor-Leste |
| Benin | Republic of | People's | Sao Tome & | Togo |
| Bhutan | Congo | Democratic | Principe | Tuvalu |
| Burkina Faso | Democratic | Republic | Senegal | Uganda |
| Burundi | Republic | Lesotho | Sierra Leone | Yemen |
| Cambodia | Djibouti | Liberia | Solomon | Zambia |
| Central African | Eritrea | Madagascar | Islands | |
| Republic | Ethiopia | Malawi | Somalia | |
| Chad | Gambia | Mali | South Sudan | |
| | Guinea | Mauritania | Sudan | |
| | Guinea Bissau | Mozambique | Syrian Arab | |
| | Haiti | Myanmar | Republic | |
| | Kiribati | | | |

Political refugee or stateless students

The status of stateless or political refugee student must be self-certified with:

- a. the details of the Residence Permit for Political Asylum issued by Central Commission for the recognition of refugee status set up at the Ministry of the Interior;
- b. the details of the Certification of Statelessness, issued by the Civil Court at the request of the person concerned through the appropriate administrative procedure; application for this is made through the relevant central police station.

These documents must be sent via PEC (certified mail) to ammcentr@cert.unibs.it (also from a non-PEC mail) and copied to diritto-studio@unibs.it by the expiry date of the Call (the date of reception of the PEC will provide proof of despatch).

The above criteria are followed for the assessment of the economic-capital conditions, limited to the income and capital in Italy, if they exist. If there is no income and capital in Italy, the indicator of the situation is considered zero for the purposes of the Equivalent ISEE total.

Art. 8 Total of the scholarship

The total of the scholarship is differentiated both in relation to the student's geographic origin and the corresponding bracket of the university ISEE of the family unit specified in the following Table:

| BRACKET | UNIVERSITY ISEE VALUE | |
|-------------|-----------------------|----------------|
| 1st bracket | from € 0.00 | to € 12,167.56 |
| 2nd bracket | from € 12,167.57 | to € 16,223.41 |
| 3rd bracket | from € 16,223.42 | to € 24,335.11 |

Regularly enrolled students

The total of scholarships, including the reimbursement of the regional tax for the Right to Study, is defined thus:

STUDENTS LIVING AT HOME

- 1st income bracket: € 2,415.00 + one free daily meal, for a total of € 3,127.00;
- 2nd income bracket: € 2,007.00 + one free daily meal, for a total of € 2,719.00;
- 3rd income bracket: € 1,220.00 + one free daily meal, for a total of € 1,932.00.

COMMUTING STUDENTS

- 1st income bracket: € 3,427.00 + one free daily meal, for a total of € 4,139.00;
- 2nd income bracket: € 2,887.00 + one free daily meal, for a total of € 3,599.00;
- 3rd income bracket: € 2,121.00 + one free daily meal, for a total of € 2,833.00.

STUDENTS LIVING AWAY FROM HOME

- a) guest in the University of Brescia residential facilities:
 - 1st income bracket: € 3,967.00 + accommodation and one free daily meal, for a total of € 7,082.00;
 - 2nd income bracket: € 3,043.00 + accommodation and one free daily meal, for a total of € 6,158.00;
 - 3rd income bracket: € 1,914.00 + accommodation and one free daily meal, for a total of € 5,029.00.
- b) guest in other public or private residential facilities:
 - 1st income bracket: € 6,370.00 + one free daily meal, for a total of € 7,082.00;
 - 2nd income bracket: € 5,446.00 + one free daily meal, for a total of € 6,158.00;
 - 3rd income bracket: € 4,317.00 + one free daily meal, for a total of € 5,029.00.

The money value of the free meal and free accommodation, withheld from the total amount of the scholarship, established by Lombardy Region is:

- set price meal € 712.00
- set price accommodation € 2,403.00.

Students enrolled in the first supplementary year and part-time students

The amounts of the scholarship, as defined above, for students benefiting from a scholarship for an additional year with respect to the legal length of the course starting from the first registration and part-time students are understood to be halved, just like the relative free services (canteen and accommodation).

Free catering

Free catering is set out for students in any year benefiting from a scholarship. Students eligible for a scholarship who do not use the catering service do not have the right to any reimbursement. Students enrolled in courses with a centre attended other than Brescia are automatically distributed with the set price established by Lombardy Region for the free meal. 'Eligible non-beneficiary students' for the grant of the scholarship as they have the requirements for the economic and merit

statuses but do not obtain the benefit because of lack of financial availability, have a free meal daily from Monday to Friday except for students enrolled for the first time in the first year to whom the minimum tariff set out for students in the first income bracket is applied. The service is provided from 01 January 2023 to 31 December 2023. Students included in the provisional list (see Art. 11) and/or the classification **with ‘suspended’ status** (see Art. 10) are charged with the cost of the meal as per the first income bracket.

Geographic origin

Students are divided into three groups based on the journey time between the family residence and the course centre. If a family unit is divided and has more than one residence, the time is calculated from the residence nearest to the course centre attended. If the student moves their residence and is closer to the course centre, the journey time is calculated from the student’s residence (except for foreign students with the family unit abroad and a visa for study reasons, and political refugees). The journey time to be calculated is the minimum required starting in the 07:00-09:00 time band on a winter weekday, based on a journey with public transport, excluding routes made on foot or private vehicles and waiting times if only one means of transport is used; intermediate times can only be counted when more than one vehicle is used. The route is to be calculated from the centre of the municipality of residence to the centre of the municipality hosting the course site.

Journey times are self-certificated during compilation of the on-line application and can be checked by going to <https://www.google.it/maps>. Appropriate checks will be made on the self-certifications.

a. **Students living at home:** members of families resident in the metropolitan area of the course centre or resident in the surrounding areas that take up to 60 minutes on public transport for the daily journey.

b. **Commuting students:** from families resident in other municipalities with respect to the course centre attended and which can be reached in 61-90 minutes on public transport daily.

c. **Students living away from home:** from families resident in municipalities from which it is impossible to reach the course centre in less than 90 minutes on public transport and therefore find paid accommodation in a municipality not more than 60 minutes away from the centre of the courses attended, use the university residential facilities, public residential facilities or other accommodation belonging to private individuals or bodies for a period of not less than 10 months in the academic year, from October 2022 to September 2023 (for students enrolled in the first supplementary year for the first time, the paid accommodation must be for at least 5 months between October 2022 and March 2023). If these conditions are not met, the student is considered a commuting student.

‘Paid’ (accommodation) means the existence of a duly registered rental contract, in the name of a student or a parent or, for students domiciled in public and private facilities, the existence of a fiscally valid certification relating to the payment and the rent for the accommodation used in the town where the university course is based.

Rental contract for the status of Student Living Away from Home

The data on the rental contract and/or the tax certification must be entered in the section ‘Online services application > login > Notification of contracts with payment’ **by 1:00 pm (CET) on 02 November 2022** to show the tacit annual renewal for contracts valid for more than one year.

New items: INCREASES TO SCHOLARSHIPS

The following is specified with the implementation of Article 3, sub-paragraphs 3 and 5 and Article 6, sub-paragraph 3, of Ministerial Decree 1320/2021:

- 1) **The amount of the scholarship due to the student in the 1st income bracket has already been increased by 15%** to facilitate the most economically disadvantaged students.

- 2) To further promote access by **females** to higher education, **the amount of the scholarship due to female students enrolled in courses in Science, Technology, Engineering and Mathematics, has been increased by 20%.** Please note that the increase of 20% cannot be combined with the above-mentioned increase of 15% (Point 1). As a result, the increase is calculated based on the value of the scholarship due to the female student (therefore the amount of the 2nd or 3rd income brackets).
- 3) **Students enrolled in more than one course at the same time** must indicate for which of the enrolments they are applying for the Right to Study benefits. These students are permitted to obtain and maintain the scholarship, **increased by 20%**, where they have and maintain the merit requirements set out for the scholarship for the whole length of the courses. This increase is not due if a student loses the requirements for the scholarship referring to the course for which the student has linked the increase. The student must have made and completed enrolment to more than one degree course for all the academic years for which they have obtained the scholarship to be able to benefit from the integration.

Art. 9 Integrations of scholarships

International mobility

In the implementation of Article 3, sub-paragraph 9, of Ministerial Decree 1320/21, students who have been assigned scholarships for the 2022/2023 academic year and those eligible and not assigned (including students enrolled in Ph.D. courses) can compete for the assignment of the international mobility integration and work experiences on condition that the period of study and/or internship has academic recognition in terms of credits in the sphere of their course in Italy even if for the preparation of the final exam. Based on the allocation available, the contribution is Euro 600.00 per month for the length of time they are abroad up to a maximum of ten months. The study programme abroad must be certified by the relevant International Exchanges Office in the reference university.

The sum of any other contributions granted with European Union funds is deducted from the amount of the integration provided by the managing body following bilateral agreements which may also be non-EU, and funds made available by public and private entities. Students also have the right to reimbursement of return travel expenses up to an amount of Euro 100.00 for European countries and Euro 500.00 for non-European ones.

Contributions for taking part in international mobility programmes or work experiences are granted to those entitled just once for each course attended. At the request of the person concerned, these rights are extended to graduates involved in mobility projects in the European Leonardo programme (or similar initiatives) as long as they graduated not more than one year from the start of the internship and are eligible to obtain the scholarship in the last year of study.

Beneficiary students and eligible non-beneficiary students of scholarships will automatically be provided with the set price of the free meal, established by Lombardy Region and enjoyment of the meal activated in the partner eateries at the cost of the income bracket the student is in based on their ISEE up to 31/12/2023. The student must promptly inform Right to Study (diritto-studio@unibs.it) in writing of **their date of departure at least one month before**. The operation of the catering service will be blocked with effect from the date of departure. The university reserves the right to carry out checks, also based on the information sent by the Students' International Mobility office and to apply any sanctions as shown in Art. 21.

Other periods of study spent abroad at the student's initiative will not lead to any reimbursement.

Disabled students

If the beneficiary belongs to the categories as per Art. 2, Law 118 of 30 March 1971 or other disabled categories protected by law, with recognised invalidity of 66% or higher, the annual amount of the scholarship can be raised up to a maximum of € 3,381.00 for students considered 'living at home', € 4,798.00 for students considered 'commuting', € 5,554.00 for students considered 'living

away from home’ and guests of the residential facilities of the university, and € 8,918.00 for students considered ‘living away from home’ and guests of public or private facilities, proportional to the percentage of certified disability. This scholarship, attributable to the reasoned request of the person concerned, can be converted into equipping with specialist apparatus and differentiated educational material, places in residential facilities, assignment of a designated guide or assistant for studies or interpreter or, however, of any other appropriate tool to overcome particular individual difficulties.

Graduating within the legal length of the course (the so-called ‘degree award’)

For scholarship beneficiaries in the 2022/2023 academic year enrolled in First Cycle, Second Cycle and Single Cycle degree courses, if the degree is awarded in the same academic year within the standard length of the course, a degree award is set out of half the sum of the scholarship obtained in the last year of the course net of the retentions for the accommodation and catering services, automatically assigned to entitled scholarship students.

Art. 10 Procedures for the formation of scholarship classifications

The classifications are formulated according to the criteria specified below, subject to attribution of the scholarship to eligible disabled students with invalidity of 66% or higher.

A) Students enrolled in the first year of:

– First Cycle and Single Cycle degree courses (maximum 1000 points):

- 80% of the High School Diploma mark
- 20% of the ISEE/Equivalent ISEE economic status

Formulae to determine 1000 points:

| | | |
|-----------------------------------|---|--|
| High School Diploma mark obtained | X | $\frac{800}{\text{Maximum final exam mark}}$ |
|-----------------------------------|---|--|

$$\left[1 - \frac{\text{ISEE or Equivalent ISEE}}{\text{€ 24,335.11}} \right] \times 200$$

When marks are equal, the younger student has precedence.

Students who obtained their diploma in a country other than Italy will be assessed according to a value shown by the application of the conversion formula adopted by the MUR (MUR note of 04/06/2007 – see Appendix 1).

–**Second Cycle degree courses** (maximum of 1000 points):

- 80% of the mark of the First Cycle (honours is worth one point)
- 20% from the ISEE/Equivalent ISEE economic status

Formulae to determine 1000 points:

| | | |
|------------------------|---|--|
| Mark of degree awarded | X | $\frac{800}{\text{Maximum degree mark}}$ |
|------------------------|---|--|

$$\left[1 - \left(\frac{\text{ISEE or equivalent ISEE}}{\text{€ 24,335.11}} \right) \right] \times 200$$

When marks are equal, the younger student has precedence.

B) Students enrolled in years after the first year

The classification order is determined, in decreasing order, from the overall points arising from the sum of the points relating to CFUs attained before 10 August 2022 and the points determined by the arithmetical average mark of the exams. There are an overall 1000 points attributable distributed thus 600 based on the number of CFUs acquired and 400 based on the arithmetical average mark of the exams passed (eligibility is not included in the calculation).

The points for CFUs awarded by 10 August 2022 are calculated respectively according to the following formulae:

| | | |
|-------------------------------------|---|---|
| (Student credits – Minimum credits) | X | $\frac{600}{(\text{Maximum credits} - \text{Minimum credits})}$ |
|-------------------------------------|---|---|

| | | |
|---------------------------------------|---|---|
| (Average student mark – Minimum mark) | X | $\frac{400}{(\text{Maximum mark} - \text{Minimum mark})}$ |
|---------------------------------------|---|---|

If the merit points are equal, the student with the lower ISEE/Equivalent ISEE value precedes in the classification. If there are still equal points, the younger student has the precedence.

Ph.D. courses (excluding scholarship beneficiaries pursuant to Ministerial Decree 224 of 30.04.99 and research fellowships as per Law 449 of 27.12.1997), **Specialisation courses** (excluding those in the medical area ex Legislative Decree 368/1999), **Health and Dentistry Specialisation courses** (Interministerial Decree 716, 16/09/2016)

The classification order is determined by the score:

- 80% of the degree mark (honours are worth one point)
- 20% from the ISEE/Equivalent ISEE economic status

When marks are equal, the younger student has precedence.

Formulae to determine 1000 points:

| | | |
|------------------------|---|---------------------|
| | | 800 |
| Mark of degree awarded | X | Maximum degree mark |

| | | |
|-----|--|-------|
| 1 - | $\left[\frac{\text{ISEE or Equivalent I.S.E.E.U.}}{\text{€ 24,335.11}} \right]$ | X 200 |
|-----|--|-------|

C) **'Suspended' status students**

The following will be included in the provisional list (see Art. 11) and/or the classification (and subsequent updates) **with 'suspended' status**:

- students who intend to graduate by the last session of the 2021/2022 academic year;
- students with transfer from another university and/or degree course, awaiting the definition of merit (i.e. the confirmation of the CFUs from the new degree course);
- students in International Mobility in the 2021/2022 academic year, awaiting the definition of merit (confirmation of the exams taken abroad);
- students who have not yet completed their enrolment in the 2022/2023 academic year.

Art. 11 Requests for rectification and publication of the scholarship classification

A **provisional list**, which only defines the student's theoretical position of 'eligibility'/'exclusion'/'suspension' will be made known to the people concerned by **20 October 2022** through publication in the university website www.unibs.it **OPPORTUNITIES AND SERVICES >RIGHT TO STUDY> SCHOLARSHIPS AND AWARDS > DSU CALLS**> Call for applications for access to Right To Study Services - 2022/2023 academic year > Online Services Application

Any request for rectification of this provisional list must be **immediately** submitted **in the 15 days following its publication** by accessing the website www.unibs.it **OPPORTUNITIES AND SERVICES >RIGHT TO STUDY> SCHOLARSHIPS AND AWARDS > DSU CALLS**> Call for applications for access to Right To Study Services - 2022/2023 academic year > On-line Services Application – Classification outcome >Requests for Rectification.

The **classification** with which the right of the ‘eligible’ student to receive a scholarship based on the number available, as defined above, will be made known to the people concerned **by 21 November 2022** through publication on the on-line municipal/court notice board and:

- www.unibs.it **OPPORTUNITIES AND SERVICES > RIGHT TO STUDY > SCHOLARSHIPS AND AWARDS > DSU CALLS > Call for applications to access the Right to Study Services - 2022/2023 academic year > ON-LINE SERVICES APPLICATION > CLASSIFICATION OUTCOME.**

Publication of the classification and subsequent updates in the university website are the only means of legal announcements on the outcome of the Call.

The classification will be updated from 21/11/2022 to 30/06/2023 based on new data to be acquired also referring to the ‘suspended’ students (as defined in Art. 10) in the November classification.

NB: The student receives a notification at every update to the classification sent to the institutional email address assigned to them by the university (domain students.unibs.it) while the address given during the application for the services will not be used.

Warning: Students are reminded to regularise their enrolment in the 2022/2023 academic year as soon as possible so that they do not have a ‘suspended’ status.

Art. 12 Assignment, tax exemption and fees, method of payment and revocation of scholarship

Assignments:

Scholarships are initially distributed according to the percentage of eligible students of every category compared to the total number, rounded to the nearest whole number, relating to the academic year preceding that of the Call. The percentages are thus determined for the classification of the 2022/2023 academic year:

- 27.14% to first years enrolled in First Cycle and Single Cycle degree courses;
- 6.50% to first year students enrolled in Second Cycle degree courses;
- 66.00% to students enrolled in years after the first year;
- 0.36% to Ph.Ds. and Specialisation Schools.

The distribution of scholarships in the above categories will be made as specified below:

- **First year students:**

The distribution of the number of scholarships will take place in order of position in the classification defined by the merit score/economic status, dividing students enrolled in First Cycle and Single Cycle courses from those enrolled in Second Cycle degree courses.

- **Students enrolled in years after the first year:**

The classification will be divided by degree course referring to the academic year of the very first registration in accordance with the system set out. The distribution of the number of

scholarships will be in percentages based on the number of eligible students for each subdivision compared to the total number of eligible students.

- **Ph.D. students and Specialisation Schools:**

The distribution of the number of scholarships will take place in order of position in the classification defined by the merit score/economic status.

Exemption from university taxes:

ELIGIBLE STUDENTS, the students with the economic status and merit requirements requested by this Call to attain a scholarship, obtain total exemption from university fees. Eligible students for the scholarship enrolled in the first supplementary year following with respect to the last year of standard course, referring to the year of registration, and students enrolled in the first year who confirm the benefit at 50% are exempted from half of the university fees due.

The regional Right to Study tax must be paid.

Method of payment:

The scholarship is exempt from Income Tax as set out by Circular 109/E of 6 April 1995 of the Minister of Finance.

The scholarship can be combined with contributions for periods of study abroad.

The scholarship is only accredited to the student card issued by Crédit Agricole (the Treasury of the University of Brescia), the university card which enables access to university services and which the student receives after registration, and can be activated free of charge by him/her. See www.unibs.it/it/student-card for further information.

The student must **immediately enter/check** the IBAN code and banking details of the Crédit Agricole current account the payment will be made to, subject to suspension of the payment due. To carry out the above operations, access the personal page on the university portal in “Home > Personal data > Change payment and reimbursement data - Use the link to change the data to receive payments or reimbursements”.

- **Students enrolled in the first year:**

The first payment of 50% of the sum due will be made to beneficiaries of scholarships by 31 December 2022. The balance of the scholarship will be accredited if and only if the student confirms the CFUs required, based on their Study Plan, by this Call (Art. 7) as indicated below:

- if the CFUs are attained by 10/08/2023, the balance will be paid and the student will be defined a 100% beneficiary with resulting exemption from the university taxes and use of the free services (accommodation and/or catering); this operation will be carried out from September 2023;
- if the CFUs are attained by 30/11/2023, the right to benefit from 50% of the scholarship amount (already distributed by 31 December 2022) will be maintained and the student will be defined as a 50% beneficiary with exemption from 50% of the university taxes based on the ISEE. In these cases, 50% of the sum due will also be requested for the meals consumed throughout the year and any adjustment of the 50% for the accommodation service;
- if the CFUs are not attained by 30/11/2023, the benefit will be REVOKED and the student will be defined as not eligible and so will have to RETURN the instalment received (in February 2023) and the amount due for the meals consumed throughout the year as well as

the accommodation service at the cost of the 4th income bracket. The taxes and fees will be the responsibility of the student based on their ISEE.

‘Eligible non-beneficiary’ students must however respect the above indications to maintain their eligibility for the scholarship.

Students who registered with *Obblighi Formativi Aggiuntivi* (OFA - Additional Education Requirements) are ‘suspended’ from payment of the scholarship until they have fulfilled the Requirements.

• **Students enrolled in years after the first year:**

- The first instalment of the scholarship, 50% of the overall monetary amount (or 100% for students enrolled in the first supplementary year), will be distributed to beneficiaries by 31 December 2022.
- The second instalment of the scholarship will be distributed to beneficiaries by 30 June 2023 (compatibly with the actual distribution of the funds).

• **Students with ‘suspended’ status:**

The scholarship will be distributed in a single payment for students with ‘suspended’ status (as defined by Art. 10) who become beneficiaries of scholarships following the update of the classification.

• **Students who graduated in the 2021/2022 academic year:**

The student who graduates in a session of the 2021/2022 academic year and has received the scholarship referring to the 2022/2023 academic year must return the said scholarship (and pay the adjustment at the cost of the 4th income bracket for the services enjoyed) as the enrolment for the 2022/2023 academic year is forfeited.

Revocations:

Right to the scholarship is lost if:

- a. the student enrolled in the first year of First Cycle, Second Cycle and Single Cycle degree courses does not attain the merit requirement set out by Art. 7 by 30 November 2023;
- b. the university ascertains the untruthfulness of the data declared by the student during self-certification which leads to the loss of the merit requirement and/or economic status set out by the Call;
- c. the student applies to withdraw from their studies or transfer to another university during the 2022/2023 academic year;
- d. the student enrolled for the 2022/2023 academic year obtained the degree in the 2021/2022 academic year and does not enrol for a Second Cycle or Single Cycle degree course, specialisation school or Ph.D.;

- e. the student who, while completing enrolment for a Ph.D. course, specialisation school and the 1st year of a Second Cycle degree, proves to not yet be enrolled in the 2022/2023 academic year by the last date set out for registration in that academic year;
- f. following confirmation of serious differences in students' careers compared to the declarations made.

Revocation of the benefit is ordered from the above students and they are requested to:

- return any quotas received in money;
- settle the subsidised accommodation and/or catering services at the cost of the 4th income bracket (the relative tariffs are published on the university website);
- pay any university fees based on the relative Regulations.

The University of Brescia can stipulate agreements to define recovery procedures also on an instalment basis. If the sums due to the university are not returned by the deadline shown on the relative form with unique payment ID, a block will be applied to the university career without prejudice to any further consequences. If the student is still a debtor after the second payment advice, the Right to Study Office must inform the University Legal Office and forward the file to it.

Art. 13 Ascertaining the truthfulness of self-certifications

The university will have the rights set out by current legal provisions, in particular Presidential Decree 445 dated 28 December 2000 and Council of Ministers Presidential Decree 159/2013, to check the data (of merit, economic status and rental contracts for students who state they are 'living away from home') also by requesting all documentation for the check of the truthfulness of the statements made (Form 730, the Single Module, VAT declaration, rental contract etc.). In agreement with INPS (National Social Security Institute), the Revenue Office, Lombardy Regional Management, the Finance Ministry and also the Guardia di Finanza (the Finance Police), the University of Brescia makes a material check on the truthfulness of all the self-certifications produced by students benefiting from money operations or provision of services attributed by Call and automatic checks on all students from family units with zero income, making use of the legislation in force and especially Art. 71 of Presidential Decree 445/2000 and Council of Ministers Presidential Decree 159/2013.

In the event of untrue declarations, the sanctions set out by Arts. 75 and 76 of Presidential Decree 445/2000 will be applied as well as the sanctions set out by Art. 10, Legislative Decree 68/2012, without prejudice to the adoption of disciplinary measures and reporting to the legal authorities if details of a crime are perceived (Art. 331 Criminal Procedure Code).

Checks on the economic status are also made for all students who use the catering and accommodation services of the University of Brescia with subsidised prices.

SECTION 2: ACCOMMODATION SERVICES

Art. 14 General conditions for taking part in the competition for accommodation services

The Accommodation Service can be used from 01 September 2022 to 31 July 2023; all residences are in Brescia.

All students enrolled in courses of the University of Brescia in the 2022/2023 academic year, resident in municipalities considered 'distant' according to the provisions of Art. 8 of this Call can take part in the competition for the assignment of a place in accommodation. Any places that may be vacant after all the classifications have been satisfied can be assigned to students considered commuting in accordance with Art. 8 of this Call who make a specific on-line application. In this case, payment of the boarding costs is as per the 4th income bracket, based on the type of room assigned (see Accommodation Service Tariffs published on the university website), irrespective of the student's ISEE.

Students enrolled in Ph.D. courses make applications through a special dedicated Call.

NB: The application for the services can be also forwarded **before the formalisation of the registration or enrolment** in the 2022/2023 academic year **and also before taking any admission test**.

To apply, access www.unibs.it > **OPPORTUNITIES AND SERVICES > RIGHT TO STUDY > SCHOLARSHIPS AND AWARDS > DSU CALLS** > Call for Application to access the Right to Study Services - 2022/2023 academic year > Online Services application – Accommodation Service, following the methods indicated and to confirm by the deadlines shown in this Call.

The accommodation places to be competed for in the 2022/2023 academic year are defined as a maximum of 216, of which **79** are reserved for **first year students** registered for First Cycle, Single Cycle or Second Cycle degree courses and Specialisation Schools in the 2022/23 academic year and **137** reserved for **students enrolled in years other than the first year** in First Cycle, Single Cycle or Second Cycle degree courses and Specialisation Schools in the 2022/23 academic year, subject to changes caused by circumstances beyond our control.

Account will, as far as possible within the limits of availability of free rooms and the safety protocols adopted, be taken of the preferences on the choice of residence stated in the on-line application, with assignment following the order in the classification.

A further 10 places in single rooms will be available by 30/11/2022 in the new residence at Via Triumplina 66 for students enrolled in years other than the first year. Anyone who wants to opt for this solution must state it when making the on-line application, aware that assignment and therefore entrance to the accommodation will not be at the dates indicated in Art. 15 but later, as soon as available and by 30/11/2022. The option for the new residence is alternative to the above places; double applications cannot be made. Other places that become available during the 2022/2023 academic year at the new residence may be assigned according to the position in the classification and the preferences indicated.

All guests in university accommodation must be assigned to a General Practitioner (doctor). It is the responsibility of guests to comply with this requirement.

Art. 15 Acceptance by the Accommodation Service

Confirmation of the on-line application must be made by the **final dates**:

- **Students enrolled in years other than the first year of the First and Second Cycle degree courses, Specialisation courses in Legal professions and Specialisation courses in the Health and Dentistry area** (Interministerial Decree 716, 16/09/2016):

Confirm the on-line application by **1:00 pm (CEST) 26 August 2022** and have an ISEE or Equivalent ISEE certificate, the latter being only issued by a partner CAAF (see Art. 7), **by the same date data so that the economic status can also be assessed for the classification** (if not available or it exceeds the limits as per Art. 8, only the merit requirement will be considered).

The classification will be published by 05/09/2022.

Entrance to the accommodation is between 07/09/2022 and 14/09/2022.

NB: the classification on the 10 places in the new residence will be published by 05/09/2022 while, as specified in Art. 14, entrance will not be at the above dates but later as soon as available by 30/11/2022.

- **Students enrolled in the first year for the first time (First years of First Cycle and Second Cycle degree courses, Specialisation courses in Legal professions and Specialisation courses in the Health and Dentistry area** (Interministerial Decree 716, 16/09/2016):

Confirm the on-line application by **1:00 pm (CEST) 9 September 2022** and have an ISEE or Equivalent ISEE certificate, the latter being only issued by a partner CAAF (see Art. 7), **by the same date data so that the economic status can also be assessed for the classification** (if not available or it exceeds the limits as per Art. 8, only the merit requirement will be considered).

The classification will be published by 20/09/2022.

Entrance to the accommodation is between 22/09/2022 and 29/09/2022.

Failure to enter by the final date indicated above will automatically be considered as a withdrawal from the service for the whole academic year.

Art. 16

Ordering and criteria for the formation of the accommodation service classifications

Ordering in classification for access to the accommodation service is defined thus:

A. Eligible disabled students with the merit requirements defined in the Scholarship Section.

B. All other students

1. Students with the merit requirements and economic status defined in the Scholarship Section.
2. Students with just the merit requirement defined in the Scholarship Section.
3. Students enrolled in the first year with the access requirements and economic status, students registered with OFA (Additional Educational Requirements).

C. Commuting students, if there are vacant places.*

The classifications are formulated according to the criteria used for the formation of the scholarship classifications (see Art. 10).

* As specified in Art. 14, any places that may be vacant after all the classifications have been satisfied, can be assigned to students considered as commuting in accordance with Art. 8 of this Call. In this case, payment of the boarding costs is as per the 4th income bracket, based on the type of room assigned (see Accommodation Service Tariffs published on the university website), irrespective of the student's ISEE.

The classifications published on the dates shown within this Call can be amended following requests checked by the Office and the Procedure Manager.

Art. 17

Documents required for acceptance to accommodation

Students accepted by the accommodation service must consign the following to Reception when they first arrive at the residence:

- a) receipt for payment of deposit (for new arrivals);
- b) receipt for payment of the first instalment of university enrolment fees;
- c) valid identity document.

Art. 18

Method of payment for the accommodation service

1. Payment of the costs of board as per the 4th income bracket, based on the type of room assigned (see Accommodation Service Tariff published on the university website), irrespective of the student's ISEE for all students not applying for the scholarship.

Students who intend to graduate in one of the sessions in the 2021/2022 academic year pay costs of board as per the 4th income bracket.

Students who attend at the same time or have attended the '*Percorso 24 CFU*' (24 CFUs path) set out by Legislative Decree 59/17, which provides for extension of the last year of the course so that the student's position in their degree course can be decided, pay the costs of board based on the bracket corresponding to the ISEE/Equivalent ISEE to be requested for the subsidised Right to University Study services.

2. Payment of board costs is due for all students applying for the scholarship (BDS) as set out below:

- ✓ Pending publication of the BDS classification of November 2022:
Set price tariff of € 130.00 per month for September-November 2022.
- ✓ Following publication of the BDS classification, so from December 2022:

- **For beneficiaries:**

- Years after the first year 100% BDS: nothing is due; therefore, the amount paid as a set price in September-November 2022 will be automatically returned.

- Years after the first year 50% BDS: pay based on the income bracket they are in and the type of room assigned from September 2022 to February 2023; therefore, they pay the amount due for December 2022 to February 2023 and the adjustment for the period when the set price was paid (September-November 2022).
 - First year students: continue to pay the set prices until July 2023.
 - If 100% of the BDS is confirmed: all the payments made will be returned.
 - If 50% of the BDS is confirmed: the amount paid will be adjusted at 50% compared to the amount due in the bracket based on the type of room assigned.
 - If the scholarship is lost, all the accommodation service will be adjusted at the cost of the 4th income bracket.
- **Eligible non-beneficiary students:**
- Years other than the first year eligible for 100% BDS:
Continue to pay the set price until the last update of the scholarship classification expected by June 2023. If eligible non-beneficiary status is confirmed, any adjustment will be due in the same bracket as the amount paid and for the months to July 2023.
 - Years other than the first year eligible for 50% BDS: Continue to pay the set price until the last update of the scholarship classification expected by June 2023. If eligible non-beneficiary status is confirmed, any adjustment will be due in the same bracket as the amount paid and for the months to July 2023.
 - First year students: Continue to pay the set price until the last update of the scholarship classification expected by June 2023 (payments are due until July 2023 inclusive). Following the check on the CFUs (automatically made from September 2023 on) to confirm eligibility for the scholarship:
 - If eligibility for the scholarship is 100% or 50% confirmed, any adjustment in the bracket will be due.
 - If eligibility for the scholarship is lost, all the accommodation service has to be settled at the cost of the 4th income bracket, integrating payments made.

• **Students NOT eligible:**

They have to pay the costs of board as per the 4th income bracket from December 2022 to July 2023 inclusive, based on the type of room assigned, also integrating payments made from September to November 2022.

Students '**suspended**' from the scholarship classification: continue to pay the set price up to the definition of their position as beneficiary, eligible non beneficiary or not eligible and the resulting definition of the amount due as shown above.

NB: A place in accommodation is understood to be assigned until 31 July 2023.

Guests who are scholarship holders and leave the residence early thus not using the accommodation service for the whole period do not have any right to any reimbursement of the quota withheld as a set price.

Guests who are scholarship holders and, following the scrolling of the classifications, enter the residence after the dates shown in the Call and the related Appendices, may have the attribution of scholarship modified based on the period the service is used.

Students involved in International Mobility Projects are given the chance to choose whether:

- to keep the room assigned for the whole of the academic year, thus also in the period spent abroad, paying all the costs of board monthly (if they are the beneficiary of a regional scholarship, the whole set price is withheld by the university);
- remove their personal effects from the room for the time spent abroad, paying monthly only the costs of board for the months the room is occupied (if they are the beneficiary of a regional scholarship, the amount of the set price is paid by the university). On their return from International Mobility, a place is guaranteed in any room, also different from the previous one for type and building.

This choice must be advised in writing to Right to Study (diritto-studio@unibs.it) **at least one month before departure** and cannot be amended during the reference period.

SECTION 3: CATERING SERVICE

Art. 19 Application method and conditions of access to the catering service

All students enrolled in the University of Brescia who attend courses based in Brescia can apply for the catering service. Students enrolled in Specialisation courses in the Medical area are excluded from the service as per Legislative Decree 368/99.

To make an application, access www.unibs.it > **OPPORTUNITIES AND SERVICES > RIGHT TO STUDY > SCHOLARSHIPS AND AWARDS > DSU CALLS > Call for Applications to access the Right to Study Services - 2022/2023 academic year > Online Services Application – Catering Service**, following the method specified and to confirm by the deadline shown in this Call.

The **final** date to apply for the service for the 2022/2023 academic year is **1:00 pm (CEST) 31 March 2023**.

NB: The **application** for the services **can be also forwarded before the formalisation of the registration or enrolment** in the 2022/2023 academic year **and also before taking any admission test to courses**.

For students applying for the catering service for the first time, this will only be activated when enrolment in the 2022/2023 academic year has been completed in the Students' Administration Office.

The service may be suspended during periods when lessons are interrupted, subject to notification to those concerned.

Partner eateries of the University of Brescia and the prices for the service are shown on the website at:

www.unibs.it > **OPPORTUNITIES AND SERVICES > RIGHT TO STUDY > CATERING**

Art. 20 How to use the catering service

Tall students eligible for the catering service, in accordance with the 'Geographic origin' can have meals as shown below:

- Living at home or Commuting: 1 meal daily at lunch or dinner from Monday to Friday and 2 meals daily at total cost at weekends (1 at lunch and 1 at dinner).
- Living away from home: 2 meals daily from Monday to Sunday (1 at lunch and 1 at dinner).

Please note that:

1. For students who have also applied for a scholarship:
 - the service is priced at the cost of the 1st income bracket until 31/12/2022;
 - from 01/01/2023, meals will be activated based on the outcome of the attribution of a scholarship (see Scholarship Section):
 - 1 free meal per day from Monday to Friday will be activated for beneficiaries;
 - 1 free meal per day from Monday to Friday will be activated for eligible non beneficiary students in years after the first year;

- the service at the cost as per the first income bracket will be activated for eligible non beneficiary students enrolled in the first year;
- a meal as per the 4th income bracket will be activated for students not eligible for the benefit.

Students 'suspended' from the Scholarship classification: continue to pay for the service as per the first income bracket until their position has been defined as beneficiary, eligible non-beneficiary or not eligible.

Students who are eligible 50% for the Scholarship for the 2022/2023 academic year will also have the related subsidised price catering service halved.

If subsidised meals are used based on the assignment of the scholarship for the 2022/2023 academic year (meals as per the 1st income bracket and/or free), they must be settle at the cost of the 4th income bracket if the position of eligibility for the scholarship (100% or 50%) is revoked by the university for any reason (forfeiture, checks on the career, tax checks, transfer etc.).

2. Students who do not have the economic status and/or merit requirements as requested for the scholarship (see Scholarship Section) will pay the cost of the service as per the 4th income bracket.
3. Students who not applied for a scholarship, although having the economic status and merit requirements, will have meals activated at the cost as per their ISEE income bracket following the student's written request to diritto-studio@unibs.it, attaching any appropriate documentation certifying that they have both the economic status and merit requirements.
4. Students enrolled in a supplementary year after the first after the last regular year of their active career will have the service charged at total cost.
5. Students who attend at the same time or have attended the '*Percorso 24 CFU*' (24 CFUs path) set out by Legislative Decree 59/17, which provides for extension of the last year of the course so that the student's position in their degree course can be decided, will have the meal activated in their ISEE bracket for the aforesaid period.

6. For students involved in International Mobility Projects:

The student must advise Right to Study (diritto-studio@unibs.it) in writing **at least one month before** departure and from this time a block will be applied to the operation of the service. The university reserves the right to make checks, also based on the information sent to the Students' International Mobility Office and apply any sanctions as shown in Art. 21.

The service activated in the 2022/2023 academic year expires on 31/12/2023, subject to the conditions which lead to the loss of the right during the year (e.g. graduation at any level, withdrawal from studies, transfer, etc.).

For students using the catering service based on the outcome of the Scholarship classification of the 2021/2022 academic year, the right assigned will be active until 31/12/2022. The 1st provisional income bracket will not be activated for them even if they have applied for the scholarship for the 2022/2023 academic year pending publication of the classification.

A student must have the Student Card issued by the Treasury Bank to access the catering service and also the E-badge app from the time the service is activated.

Art. 21 Catering service: sanctions

The following are considered punishable behaviours:

1. Ownership and/or use of a non-personal university card;
2. Giving your university card to third parties;
3. Refusal to show the card and an identity document to university officials, specially assigned staff or restaurateurs making such a request;
4. Failure to report the theft or loss of the card to diritto-studio@unibs.it within 3 days of the event;
5. Behaviour which impedes the orderly use of the service or prevents its regular operation.

The following sanctions are set out if checks on the user show one or more of the above situations or behaviours:

- a) **Warning** (for the first occurrence as per Points 3, 4 and 5);
- b) **Temporary ban on accessing the canteen service for a month** (for the first occurrence as per Points 1 and 2 and for repetition of the behaviour as per Points 3, 4 and 5);
- c) **Revocation of access to the canteen service for the whole academic year** (for repetition of the behaviour as per Points 1, 2 and 5)

The sanctions are imposed with a Rector's provisions and are undertaken in accordance with the procedural path set out by the current Students' Regulations.

SECTION 4: NORME COMUNI

Art. 22 Privacy policy

Processing of the personal data supplied by candidates for the above-mentioned purposes takes place pursuant to Legislative Decree 196/2003 (Data Protection Law) and subsequent amendments and supplements and the respect of the EU Regulations - the General Data Protection Regulation (GDPR).

The Data Controller is the University of Brescia, in the person of the Rector, who has designated Frareg S.r.l., in the person of Mr Giovanni Parravicini, who can be contacted by mail at rpd@unibs.it, as Data Protection Officer.

Before notifying their data to the university, underage candidates must read the information carefully with their parents or guardians. Legal representatives of underage users can exercise their rights by writing to rpd@unibs.it.

The processing of personal data supplied by candidates while taking part in the selection of this Call is only for carrying out the selection and will take place under the responsibility of the staff assigned for the procedure, also through the use of computerised procedures, in the ways and within the limits necessary to pursue the aforesaid purpose, also in the event of any notification to third parties. Processing will also be carried out by ANDISU (Associazione Nazionale degli Organismi per il Diritto allo Studio Universitario - National Association of Bodies for the Right to University Study), CINECA - Consorzio interuniversitario, In4matic S.r.l. based at via Garibaldi 100, Chignolo Po' (PV), Cristoforo Società Cooperativa Sociale based at Via Lisbona 23, Pontassieve (FI), Edenred Italia S.r.l. based at Via Pirelli 18, Milan, Compass Group Italia S.p.A. based at Via Scarsellini 14, Milan, and Pellegrini based at Via Lorenteggio 255, Milan.

An updated list of the external Data Processors can be requested at any time from the Data Controller.

In particular, the purpose is:

- performance of all the work necessary to allow students access to the services;
- compliance with the legal and contractual obligations;
- compliance with specific requests from the person concerned before the end of the contract;
- management of any complaints and/or disputes;
- prevention/repression of fraud and any unlawful activity, also fulfilled with the sharing of information with other universities or managing bodies of Right to University Study services.

Data must be supplied for the assessment of the participation requirements, under penalty of exclusion from the selection procedure. The data sent by the person concerned will be processed with adequate guarantees and security measures - manual and/or electronic, so that the protection and confidentiality of the data can be assured.

The person concerned can contact the Personal Data Processing Watchdog and the other relevant public bodies for any complaint arising from the processing of the data.

The person concerned can contact the Data Controller to exercise their rights. Further information is available on the university website at the following link: [Privacy Policy of University Portals](#)

Art. 23 Procedure manager

Pursuant to Law 241, of 7 August 1990, Ms Silvia Coppi, Manager of the Right to Study Office of the University of Brescia, Viale Europa 39, Brescia, has been appointed as Sole Manager for the Procedure.

Art. 24 Final provisions

Please note that, based on Art. 71, Presidential Decree 445 of 28/12/2000, the Administration will carry out appropriate checks, also randomly, in all cases where there are well-founded doubts about the truthfulness of the declaration. For anything not foreseen by this Call for Tender, the laws and regulations in force on public competitions and prizes for university study and also current legislation on Right to Study will be applied.

For information on the Call, contact the Right to Study Office of the University of Brescia, Viale Europa 39, Brescia, telephone: +39 (0)30 2016011, email: diritto-studio@unibs.it

The FAQ on the different services can be viewed starting from this link:
<https://www.unibs.it/it/info/tutte-le-faq>

This Call is published on the website of this university (www.unibs.it).

Brescia,

Prof. Maurizio Tira
THE RECTOR

Signed digitally ex Art. 24 Legislative Decree 82/05

App. 1: MIUR NOTE 04/06/2007 FORMULA FOR ASSESSMENT OF HIGH SCHOOL DIPLOMA MARK NOT ACHIEVED IN ITALY

The mathematical formulae applied by the universities for the assessment of the High School Diploma mark awarded to foreign citizens based on the indications provided by MURST and confirmed by MIUR in the note of 4 June 2007.

1) Belgium:

$$(D. m. - Min. m.)$$

$$I. m. = \frac{\quad}{\quad} \times 40 + 60$$

$$(Max m. - Min. m.)$$

where:

I. m. = Italian equivalent mark;

D. m. = Diploma mark of the European country;

Min. m. = minimum mark in the European country's system;

Max. m. = maximum mark in the European country's system;

40 and 60 indicate, respectively: 40 - the number of points in the Italian system reduced by one; 60 - the minimum Italian mark.

2) For all the other countries, there are two cases:

a) if the mark shown is neither the minimum nor the maximum of those set out by the marking system of the country of origin, the formula in Point 1 is applied;

b) if the mark shown is the minimum or the maximum set out by the marking system of the country of origin. As that system sets out a number of marks less than the Italian system, a direct correspondence between Italian minimum and maximum marks and the foreign minimum and maximum marks cannot be assumed. Therefore, the foreign minimum and maximum marks should be associated with the following values corresponding to the Italian system:

If: D. m. = Max. m.

$$(12 h - 6)$$

$$I. m. = 100 + \frac{\quad}{(Max. m. - Min. m.)}$$

If: D. m. = Min. m.

$$I. m. = 60 - \frac{(12 h - 6)}{(Max. m. - Min. m.)}$$

where:

$$= \frac{(Max. m. - Min. m.) h}{48}$$

and is the margin of rounding the mark according to the Italian system (about 2%).

The Italian mark obtained from the application of the formulae indicated should be rounded to the closest quarter of a unit.

NB: For the French system, the maximum score that will be considered as a reference for the merit calculation is 16 points rather than 20.

| App. 2 SUMMARY OF MAIN DEADLINES | |
|---|---|
| SCHOLARSHIPS | |
| On-line application and possession of ISEE/Equivalent ISEE valid for subsidised services for the Right to University Study | 1.00 pm (CEST) 30 September 2022 |
| Entry of data on-line relating to the rental contract for the students living away from home | 1.00 pm (CEST) 02 November 2022 |
| Publication of provisional list | by 20 October 2022 |
| Presentation of any rectification request | within 15 days of publication of the provisional list |
| Classification | by 20 November 2022 |
| Payment of scholarship: 1st instalment of 50% (for all) | by 31 December 2022 |
| 2nd instalment (years after the first) | by 30 June 2023 |
| Any 50% balance for first year students with the requirements at 10/08/2023 | from September 2023 |
| ACCOMMODATION SERVICE | |
| On-line application for the acceptance of students in years after the first and any possession of ISEE/Equivalent ISEE | (CEST) 26 August 2022 |
| Publication of student classification for years after the first | by 05 September 2022 |
| Students in years after the first enter accommodation (except for places in the new residence) | 07-14 September 2022 |
| On-line application for the acceptance of first-year students (First and Second Cycle courses) and any possession of ISEE/Equivalent ISEE | 1.00 pm (CEST) 9 September 2022 |
| Publication of first-year classification | by 20 September 2022 |
| First-year students enter accommodation | 22-29 September 2022 |
| CATERING SERVICE | |
| On-line application | 1.00 pm (CEST) 31 March 2023 |