

**The following English translation is provided as a mere courtesy.
For all legal effects and purposes, please refer to the official Italian version.**

Call for applications for reserved accommodation units in the University Halls of Residence for PhD students, A.Y. 2024/2025

Art.1 General provisions

The Università degli Studi di Brescia is issuing this call to award a total of 60 accommodation units for students enrolled in the 2024/2025 Academic Year in PhD courses at Università degli Studi di Brescia, or in a Doctorate of National interest, or in an Associate Doctorate with Brescia as the site of course attendance.

Art.2 Recipients

The call for awarding accommodation units is open to all students who are enrolled, or intend enrolling, in the 2024/2025 Academic Year:

- in a PhD at Università degli Studi di Brescia;
- in a Doctorate of National interest, or Associate Doctorate with Brescia as the site of course attendance.

The accommodation units are divided as follows:

- 35 for “returning students”: which are students already guests of the residences in the a.y. 2023/2024, enrolled in the second and third years after registration, with the off-site status (as defined in the “CALL FOR APPLICATIONS FOR ACCESS TO RIGHT TO STUDY SERVICES Scholarships, Accommodation and Catering Services) - A.Y. 2024/2025”
- 5 for students enrolled in the second and third year after registration, who are not guests of the residences in the a.y. 2023/2024, with the off-site status (as defined in the “CALL FOR APPLICATIONS FOR ACCESS TO RIGHT TO STUDY SERVICES Scholarships, Accommodation and Catering Services) - A.Y. 2024/2025”
- 20 for students enrolled in the first year (XL cycle), with the off-site status (as defined in the “CALL FOR APPLICATIONS FOR ACCESS TO RIGHT TO STUDY SERVICES Scholarships, Accommodation and Catering Services) - A.Y. 2024/2025”

Art. 3 Deadlines and instructions for submitting a request

Students who wish to apply for an allocated accommodation unit must submit an online request no later than the following mandatory deadlines:

- **Students enrolled in years after the first year of PhD courses:**
by 1pm on 23rd August 2024 using the following link:
<https://pica.cineca.it/unibs/dsu2024-bsee013/>

The ranking table will be published by 29/08/2024.

Students may enter the accommodation from 01/09/2024 and no later than 08/09/2024.

- **Students enrolled in the first year of PhD courses (XL cycle):**

by 1pm on 30th September 2024 using the following link:

<https://pica.cineca.it/unibs/dsu2024-bsee014>

The ranking table will be published by 24/10/2024.

Students may enter the accommodation from 01/11/2024 and no later than 08/11/2024.

The application must fulfill the following requirements:

- it must contain all the details requested to fill out the application
- it must contain the signature of the applicant
- it must be submitted with a valid identity document, along with any documentation requested thereafter.

Applications will not be accepted if they do not respect the requirements indicated, or if they are incomplete or received after the stated deadline. Nor will they be accepted if they are submitted using means other than the method indicated above.

The following must be enclosed with the application:

- copy of a valid identification document;
- a valid ISEE (Equivalent Financial Economic Index) certificate, if you live in Italy and have incomes and assets in Italy, or a valid equivalent of the ISEE certificate for those not residing in Italy, and/or who have incomes and assets in other countries outside of Italy; in the latter case, you must contact one of the affiliated offices of the CAAF (see [here](#) for a list published on the University website). The service may also be accessed from abroad by sending the CAAF the documentation required via e-mail: please contact the CAAF for more information.

Students that do not submit a valid ISEE or ISEE-equivalent certificate within the deadline indicated will be given an “economic status score” of zero. Certification submitted beyond the term or self-declaration will not be considered.

Art. 4

Criteria for drawing up the ranking

1. The ranking is drawn up, with a maximum of 80 points, based on the final scores obtained by all candidates who successfully complete the admission test for the first year of the PhD course they wish to study. This score is then divided by the maximum final score obtained by the candidate who achieved first place in the league table for the same course, using the following formula: $(\text{Admission Score} / \text{Maximum Allocated Score}) * 80$. This value is then added to the “economic status score”, up to a maximum of 20 points, as shown in the table below:

BAND	ISEE BRACKET	SCORE
I	€ 0 - 13.153,13	20,00
II	€ 13.153,14 - 17.537,50	13,33
III	€ 17.537,51 - 26.306,25	6,66
IV	Value equal to or greater than € 26.306,26	0

2. Students that do not submit an ISEE or ISEE-equivalent certificate, or who submit the certificate with a value of € 26.306,26 or more, will be given an “economic status score” of zero.
3. Foreign students from “Particularly poor and developing countries” as per MUR decree no. 440/2024 dated 13 February 2024, do not need to present the equivalent of ISEE certification if there are no

members of the family nucleus receiving an income in Italy. Such students will be placed directly in the “first bracket” and will be given an economic status score of 20.

4. Priority will be given to students with disabilities who meet the required requirements.
5. In the event that more than one student receives the same score in the ranking, precedence will be given to the youngest candidate.

Art. 5

Allocating accommodation

1. The accommodation is allocated to successful students who are fully enrolled in the 2024/2025 Academic Year on one of the PhD courses specified under article 1.
2. Accommodation units are allocated on a strictly personal basis: it is not possible to share the allocated accommodation with other people, including family members.
3. Assignment of accommodation in the student halls of residence is subject to acknowledging and accepting the General Regulations of the university residences upon moving into the residence.
4. To the “returning students” will be assigned the same accommodation already given in the A.Y. 2023/2024, except for different service needs. For the other categories, the student will receive a communication from the reception with all the information about the accommodation assignment.

Art. 6

Residences fees

1. The rates charged for the accommodation service for the 2024/2025 Academic Year correspond with the bracket allocated, which in turn depends on the student's ISEE. Students who don't submit the ISEE/Equivalent ISEE are charged with the fourth bracket.
Rates are published on the website of the University on the page: Opportunities and Services> Residences and accommodation > Residences and Lodgings managed by UNIBS> Residence Rates. Students classified as per point 3 of article 4 will be charged the rate for the first bracket.

2. The wording “bracket allocated, which in turn depends on the student's ISEE” refers to the brackets described in the “Call for accessing services for Study Entitlement (Scholarships, Accommodation Service, Canteen service) - A.Y. 2024/2025” as published on the University website.

3. It is stated that the tariffs are halved in case of:

- Check-in after the 16th of the month
- Check-out within the 16th of the month

Students who intend to leave the residences earlier than 31st July for any reasons must give a two months' notice to the U.O.C. Diritto allo Studio Office, by opening a ticket through the service INFOSTUDENTE. (Example: if a student wish to leave the room by the end of April they should send the notice by the end of February). Failure to notify the early check-out will result in charging the students with two months' rent.

4. Students with debts with the University of Brescia at the date of the publishing of the ranking table are excluded.

5. Students involved in International Mobility Projects recognised by University:

- to keep the room assigned for the whole of the academic year, thus also in the period spent abroad, the student has to pay the rent for the entire period;
- the students can remove their personal effects from the room for the time spent abroad, paying

rent only for the months the room is occupied. On their return from International Mobility, a place is guaranteed in any room, also different from the previous one for type and building. Students must compulsorily inform U.O.C. Diritto allo Studio Office about such choice by opening a ticket through the service INFOSTUDENTE, and the decision cannot be changed during the mobility period. An extension of absence will in any case result in the payment of undeclared months.

Art. 7 Privacy

Personal data submitted by candidates are processed in accordance with the EU Regulation known as the GDPR (General Data Protection Regulation) and may also involve the use of computerised procedures. The data are processed for the official purposes of the Controller, and to perform tasks linked to this Call. The Data Controller is Università degli Studi di Brescia, in the person of the Rector, who has appointed as DPO (Data Protection Officer) the company Liguria Digitale s.p.a, in the person of Engr. Maurizio Pastore, who can be contacted via e-mail at: rpd@unibs.it. In the event of any complaints regarding the processing of said data, the person concerned can contact the Data Protection Authority and other designated public organisations. In order to exercise his or her rights, the person concerned must contact the Data Controller. Further information is available on the University website via the following link: <https://www.unibs.it/privacy>

Art. 8 Head of the Procedure

In accordance with the Law dated 7 August 1990, no. 241, the Head of the Administrative Procedure is Silvia Coppi, Head of the U.O.C. for Study Entitlement at Università degli Studi di Brescia, Viale Europa 39 - Brescia.

Art. 9 Final Provisions

Any aspects not stipulated in this call are governed by the rules and regulations in force for public calls and university study awards.

For information regarding this application it is possible to contact the U.O.C Diritto allo Studio of the university of Brescia, located in avenue Europa 39 – Brescia, by opening a ticket from the service student office: <https://www.unibs.it/it/infostudente> by selecting the category “right to study – residences and housing”.