ART. 1 OBJECT – THE RENTAL AGREEMENT
ART. 2 ACCESS TO THE RESIDENTIAL SERVICES
ART. 3 SECURITY
ART. 4 SECURITY DEPOSIT
ART. 5 CHECK-IN / CHECK-OUT AND RETURN OF KEYS/BADGE
ART. 6 STAY IN THE UNIVERSITY RESIDENCES
ART. 7 PROHIBITION TO SUB-LEASE
ART. 8 BEHAVIOUR NORMS AND REGULATIONS
ART. 9 MEETINGS AND PARTIES
ART. 10 VISITORS
ART. 11 CONTENTS AND CLEANING OF THE RESIDENCE ROOMS
ART. 12 INSPECTION CHECKS
ART. 13 RESPONSIBILITY
ART. 14 ADMINISTRATIVE PROVISIONS: CAREER SUSPENSION
ART. 15 SANCTIONS
ART. 16 SANCTIONS: WARNINGS
ART. 17 SANCTIONS: FINES
ART. 18 SANCTIONS: SUSPENSION OF RESIDENCE USE
ART. 19 SANCTIONS: REMOVAL OF RIGHT TO USE RESIDENCE
ART. 20 LOSS OF RIGHT TO USE RESIDENCE
ART. 21 INSURANCE COVER
ART. 22 PRIVACY INFORMATION
ART. 23 FINAL CONDITIONS
ART. 1 OBJECT – THE RENTAL AGREEMENT

1. Use of the residential structure by the students and the surrounding student community is controller and regulated by the following Rules and Regulations.

2. The University guarantees living services in their residential structures in accordance with the relative selection for the provision of living services and taking into consideration the present Rules and Regulations.

3. The University decides on the rental fee for the use of the University Residences according to the tariffs approved by the Administrative Council and published on the University Website. The rental fee must be paid a month in advance by the tenth day of the month; two consecutive missing payments result in the immediate suspension of the University Studies of the Residence room Recipient by the U.O.C Right to Study according to art.14 until the payment of the rental fee. A second missing payment or the prolonging of the debt could result in the suspension or the removal of the right to use the residence according to articles 18 and 19.

4. The rental agreement begins the moment a bed is assigned to the Recipient by the U.O.C. Right to Study.

ART. 2 ACCESS TO THE RESIDENTIAL SERVICES

1. Access to the University Residences is reserved for the students who have met the selection prerequisites and have accepted the bed space or been selected from the list of available places. Access to the University Residential Services is also given to other people selected by the University who fill the requirements.

2. After the announcement of the selection, the Recipient of a place in the University Residences will endeavour to occupy his or her place the University Residence according to the time span set by the University.

3. The Recipient must present the following items in order to receive the keys of the assigned room, the badge and any other access information according to art. 5:
   a) A valid Identity Document (Identity Card or Passport);
   b) The receipt of the transfer of funds for the security deposit as stipulated by the selection terms and conditions;
   c) Documents relevant to personal health, as stipulated by the selection terms and conditions.

4. In order to protect all of the Recipients of rooms in the University Residences, the University can request a medical visit for any of the Recipients living in the University Residences in order to protect them in any case in which there is a grave concern about the health of a Recipient to the extent that it could have an effect on the other Recipients. In the case of any serious or contagious illness confirmed by a medical practitioner, the University is obliged to request hospital admission. The confirmation of contagious illnesses is one reason for immediate and temporary removal from
the University Residence with return only upon certification from a General Practitioner or a health worker who can attest to the acceptability of a return to shared living. In absence of the above actions, temporary suspension can result in the loss of the right to live in the Residential Services if conditions require such action, in accordance with art. 18 and 19.

5. At the moment of entry, the Recipient will receive a copy of the Rules and Regulations as well as a document that contains information about the prevention of fires and emergency situations. The Recipient will sign a receipt of the Rules and Regulations and complete acceptance of them.

ART. 3 SECURITY

The security prevention and protection plan and the relative security devices found around the University Residence are placed there for the safety and security of all Recipients.

Each Recipient must:

− Respect the fact that all security devices and equipment exist and are used only for the circumstances for which they are made. The use of the security exits in a moment that is not an emergency is forbidden;
− Speak to the University Residence guards immediately in case of an emergency;
− Be informed about the emergency procedures through the information leaflets found in each room and in all common areas of the residences in the event of an emergency;
− Speak to the University Residence guards about any breakages or mishandling of the emergency devices and equipment or of any suspicious behaviour of any persons seen mishandling these devices in order to prevent possible emergencies;
− Participate in the University Residence emergency fire drills and emergency drills of the University;

ART. 4 SECURITY DEPOSIT

1. Before arriving in the University Residence, the Recipient must transfer the complete amount of the security deposit decided upon by the administrative council and published on the University website.

2. The security deposit will be returned to the Recipient at the end of the period of stay in the University Residence or when the residence room is returned or forfeited. The return of the security deposit is conditional in relation to the inspection of any damages or breakages to the structure and its contents including the cost of extra cleaning for which the Recipient is completely responsible.

3. According to comma 2n, in the case of any damages or breakages by the Recipient, who will be notified by written communication, the corresponding amount of the damages will be deducted from the security deposit except for cases in which other agreements have been made. The cases
in which the owed amount for damages is higher than the amount transferred for the security deposit and therefore the remaining sum must be transferred to cover the cost of the complete damages.

4. The Recipient is required to transfer the security deposit amount for a second time by the tenth day after receipt of written communication according to comma 3. The absence of the second transfer of the security deposit according to the above terms will result in the immediate suspension from university lessons according to art. 14. The failure to transfer the second security deposit within 40 days from the receipt of written communication according to comma 3 could result in the suspension from the university residence according to art. 18.

5. The Recipient who leaves the residence definitively after the completion of studies, the abandonment of studies, the suspension of studies or the forfeit of studies must send written communication according to art. 5 comma 8 and has the right to receive the complete security deposit or what is remaining of it in accordance with commas 2 and 3. In case of the absence of the restitution of the security deposit due to lack of provision of accurate bank details within 30 days of written communication of the abandonment of the residence, or in cases in which it is objectively impossible to return the security deposit to the Recipient, the Administration is authorised to cancel it from the balance sheet.

ART. 5 CHECK-IN / CHECK-OUT AND RETURN OF KEYS/BADGE

1. At the beginning and the end of the stay in the residence the Recipient agrees to, in the presence of the University Residence staff, the check-in/ check-out memo and the delivery and later the return of the security keys to access the University Residence containing information about the state of the room and the furniture present in the room, as confirmed at the moment of delivery of the keys and their later return.

2. The Recipient agrees to indicate, in the check-in/ check-out memo, any allergies to specific products in order to nominate them to the cleaning service staff who will also undertake de-ratting and de-cockroaching.

3. In absence of the signing of the check-in agreement and the delivery of the keys and access information, the room and bed space will not be assigned.

4. If for whatever reason the Recipient does not give written notification of any damages or abnormalities regarding the residence room during check-in, these damages will be charged to the Recipient upon inspection and also upon check-out. If for whatever reason the Recipient is not present at check-out for the completion of the exit inspection, this will be carried out by the University Residence staff and any abnormalities or damages will be charged to the Recipient including the cost of any additional cleaning.
5. The Recipient is responsible for all the modifications and/or damages not indicated in the check-in/check out memo except for the acceptable deterioration or reasonable every day use of the assigned goods and structure.

6. Upon signature of the check-in memo and the handing over of the keys and security access codes, the Recipient will receive the room keys and a badge for entry to the residence as well as any other information. It is forbidden to duplicate or hand over the keys, badge and/or security information to any third parties. In case of loss or theft of the keys, badge and or security access codes the Recipient is required to immediately report this to the U.O.C. Right to Study and, where necessary, present and supply a police report to the judicial authority. The cost of the consequent lock and key replacement is the complete responsibility of the Recipient, as well as the re-issue of the badge and any other security access codes.

7. It is completely forbidden to install any additional closing or locking devices that are different to the current devices and locks. If forbidden installation occurs, the U.O.C. Right to Study will request their direct and immediate removal by the Recipient. In the absence of their removal within 10 days of the receipt of request of removal and 20 days of the sending of the request of removal, an immediate suspension of University classes of the Recipient will take place according to Art. 14. Any further failure to remove the forbidden devices will result in the loss of the right to remain in the Residence according to Art. 19, resulting in the consequent eviction of the Recipient. All of the costs and expenses related to the normal functioning of the room will be at the complete expense of the occupant.

8. The Recipient who leaves the residence completely after the completion of studies, the abandonment of studies, the suspension of studies or the forfeit of studies must send written communication to the U.O.C. Right to Study with at least two months notice. In the absence of such written communication, the rental fees for those months must be paid with consequent recovery of the owed rental fees from the security deposit.

9. The Recipient is required to free the residence in the month of August of all personal belongings in order to disinfect and clean the residence thoroughly, except if the Recipient has made a specific request to specifically use the residence room in that month for personal lodging.

ART. 6 STAY IN THE UNIVERSITY RESIDENCES

1. With exception of any specific indications made in the selection announcement, the Recipient is required to sleep in the University Residence for 2/3 weeknights per week, otherwise resulting in the loss of the residence room according to Art. 20. Suitable days are from Monday to Friday, excluding weekends and holidays according the academic calendar and periods of the suspension of academic activity.
2. In the case in which materials and personal effects of people who are no longer Recipients are left in the Residence after definitive exit from the Residence room and are not picked up by the interested parties and/or owners, the U.O.C. Right to Study will send written communication to the people at their last known address, setting a term of 30 days for the pick up of the goods. Once that term has passed, the goods will be considered abandoned and they will be disposed of.

3. During the course of the Academic Year, the U.O.C. Right to Study will reserve all rights to proceed, with specific and motivated measures, for the transfer of the place of the Recipient to another residential structure or room in any case of a practical, functional or shared living change or need. Additional transfers can occur in the case of incorrect and or violent behaviour towards other Recipients of the Residence and or the staff of the Residence, or in the case of damages made to the structure and or its contents. The Recipient is required to complete this move by the indicated time given by the U.O.C. Right to Study by formal, written communication. If the Recipient is in any way contrary to the request to move, he or she can send written communication to the U.O.C.C. Services, which will decide immediately the outcome of the situation. In the case in which the student does not comply, suspension of University studies will take place according to art. 14 and where non-fulfilment of responsibility continues, the forfeit of the right to stay in the Residence will ensue according to art. 18. In the absence of compliance within 30 days of the written communication, the suspension of the use of the Residence will take place according to art. 19 with consequent loss of the Recipients place in the Residence, the residence area and bed space.

ART. 7 PROHIBITION TO SUB-LEASE

1. The Recipients cannot and must not transfer the use of the residence room or space to any third parties at any time even on a temporary basis or occupy a place or room that has not been assigned to them. It is strictly prohibited to sub-lease the residence place or room.

2. In absence of compliance of this rule, the Recipient will be immediately suspended from the use of the Residence according to art. 19.

ART. 8 BEHAVIOUR NORMS AND REGULATIONS

1. During their stay in the Residence, the Recipients must behave with respect, decency, and in a way that corresponds to the rules of common, civil behaviour, in collaboration with other residents and Residence staff.

2. The maintenance of the quality of the environment of the green areas is the responsibility of the Recipients as well as the staff of the Residence.
3. The Recipients must cease to create any noise interference that can be heard externally from the room between the hours of 9pm and 8am and also between the hours of 2pm and 3.30pm. This rule also applies for common room areas that are shared and in any places in the Residence that can cause disturbance to other Recipients.

4. The Recipients are required to make normal use of electricity, water and gas. In the case of any non-uniform use of these utilities (for example, lights on without need, electrical appliances switched on without need, etc.) the U.O.C. Right to Study will apply fines according to art.17. The continued misuse of appliances and utilities will result in suspension of use of the Residence according to art. 18.

5. All of the University residences have access to a shared kitchen or a kitchenette in the room, which is also furnished with a fridge, oven and stovetop hotplate. The Recipients must not move away from the kitchen whilst the appliances and kitchen equipment are in use. The kitchen must be left in a clean and orderly state after use. The personal cutlery, plates, other cooking utensils and food left in the shared kitchen will be removed and eliminated by the cleaning staff. It is absolutely forbidden to tamper with the protected electrical sockets that are in the kitchen. The Recipients are requested to place all personal food items in a small box in the fridge with a label, identifying the owner of the box and its contents. The fridge must be left empty once a month in order to allow for cleaning. Any food found in the fridge on cleaning day will be thrown away.

6. The Recipients are required to respect cleaning standards for the common areas of the University Residence. Any broken or faulty lights, water systems or elevator structures and systems or tools for common use must be indicated to the Residence Staff as soon as possible. In all of the common areas, common good cleaning habits and order are expected. The common, shared areas are not permitted to be used for public meetings if not previously authorised by the U.O.C. Right to Study.

7. It is strictly prohibited to:
   a. Introduce and use in the Residence any appliances (stove tops, electric and gas hotplates, toasters, ovens and heaters etc.) except for the use of any equipment that is already available in the kitchenette or in the shared kitchen. It is also forbidden to use small fridges or air conditioners. In the event of the discovery of the above forbidden practices, upon inspection the U.O.C. Right to Study will formally request the removal of the objects by the occupant;
   b. Smoke in any of the areas of the Residence according to the provisions and sanctions of art. 51 of the Law 16.01.2003, n. 3;
   c. Introduce into the Residence and keep inside the room any flammable materials, any furniture that is fireproof, and any illicit substances;
   d. Keep animals of any type or kind in the University Residence or in the external area of the Residence, except for seeing eye dogs;
e. Make any modifications, adaptations or movements of any furniture or introduce any new furniture from the common areas to the rooms, dismounting or modifying any furniture in the process;
g. Tamper with the protective switches, smoke alarms and any other devices of the Residence;
h. Make any sort of action or false alarm or joke such as water ballooning bombing, tampering with security exits and security alarms and devices and the tampering or mishandling of anything else that is for the shared use of the Recipient, and that can be damaged or that can harm other Recipients or staff of the Residence;
i. Organise and carry out meetings or parties inside the rooms on the floors of the Residence or in other areas of the Residence without prior authorisation;
l. Abandon food scraps and remains in the kitchen, in the common, shared areas and in the refrigerator in case of long absences. The cost of any extra cleaning services needed due to non-compliance of the above rules will lead to a reduction of the security deposit;
m. Allow the use of internal services to external persons.

6. In the case of non-compliance to the restrictions and prescriptions according to comma 5, the U.O.C. Right to Study will proceed with the suspension of the academic studies of the Recipient, according to art. 14 and the eventual suspension/removal of services according to art. 18-19 and, where the law is affected, the reporting to the appropriate governing and sanctioning bodies.

ART. 9 MEETING AND PARTIES

1. The Recipients can organise small parties and meetings inside the Residence in small, closed spaces that have been indicated by the Administration Board as being appropriate. The maximum participation of the parties is considered to be a reasonable amount of people for the space provided also considering the fire alarms and areas. These parties cannot finish any later that 2.00am.

2. The request for authorisation for a party or meeting must be presented to the Responsible of the U.O.C. Rights at least 10 working days before the events are programmed to take place.

3. Alcoholic beverages cannot be distributed or consumed during these events.

4. It is forbidden to use the kitchen for the preparation or the organisation of parties or other events.

5. In the case of the violation of the regulations, a fine will be imposed according to art. 17. In the most severe cases a suspension of use of the Residence will result as well as the complete loss of use of the Residence according to art. 18 and 19.
ART. 10 VISITORS

1. The Recipients can receive visitors from 08:00am to midnight except in the following cases and according to the following indications.

2. In order to access the Residence, the visitors must identify themselves upon entrance to the Residence and sign-in after showing an identity card and, if not from a European Union Country, Permission of Stay Card. The Residence Staff can request confirmation from the Recipient if the visitor is in fact known by the Recipient.

3. At the moment of entry into the Residence, visitors will be given a pass or an electronic card that they will carry in a visible way during their stay in the Residence.

4. During the night hours, external persons are not permitted access to the Residence and may not stay in the Residence. Any violation of this rule will result in:
   a) For the visitor:
      - Immediate eviction from the Residence according to comma 7;
      - If it has been ascertained that the external person has stayed in the Residence, they must pay a tariff for the stay that they have incurred. In the case in which the external personal refuses to pay the tariff, this cost will be assigned to the Recipient who allowed them to stay;
   b) For the Recipient:
      - A fine according to art 17;
      - Suspension from use of the Residence according to art. 18 if the action is repeated.

5. Visits are allowed only inside the Recipient’s room (with the limit of only one person at a time) or in the hall of the shared living areas selected by the U.O.C. Right to Study.

7. The U.O.C. Right to Study reserves the right to refuse entry to any external persons that have been indicated as not observing the Regulations, for any other serious offence or for not observing the indications of having civil and decent behaviour founded on reciprocal respect for and with other Recipients and Residence staff.

8. The occupant is responsible for any damages made to the Residence by any visitors to the Residence and for the violation of any part of the present Rules and Regulations by themselves or their visitors and guests.

ART. 11 CONTENTS AND CLEANING OF THE RESIDENCE ROOMS

1. The maintenance of the cleanliness, good state and functioning of all goods placed in the Recipient’s residence room is the complete responsibility of the Recipient.
2. The University will not take on any responsibility for any objects of value, money or other property and items of the Recipients kept in the residence rooms or the shared living areas.

3. The University presents the Recipient with a room complete with furniture, which must be returned in the same conditions, except for reasonable deterioration or use as a result of normal and acceptable everyday use of the assigned room.

4. It is the particular responsibility of the Recipient to supply and therefore there in no official supply of linen: bed, bathroom and kitchen linen and towels, blankets, pillows and cushions, pots, pans and plates.

5. The rooms are delivered in clean conditions. Each Recipient is requested to maintain the cleanliness of their own room and their own bathroom in good and sanitary conditions. Once a week an external cleaning service will clean the rooms. In case of non-compliance to the cleaning standards, a fine will be assigned to the Recipient according to art. 17. In the case of severe and repeated offences, the eventual suspension and or removal of the benefit of the use of the Residence can ensue according to art. 18-19 and, where necessary, legal consequences may follow after advising the relevant and competent Offices and Bodies for further sanctioning.

ART. 12 INSPECTION CHECKS

1. The Residence Staff or the Residence doorman has a copy of keys to access the rooms. The doorman can request to see an identity card when and if necessary with the objective of allowing access to the Residence if appropriate.

2. The cleaning service staff access the rooms weekly except for exceptional cases where the Recipient must promptly inform the staff by 12.00 noon the day earlier.

3. In case it is necessary to access the rooms to monitor the state of the cleanliness of the rooms, for technical or maintenance checks or also to verify any possible violation of the Regulation U.O.C. Right to Study, the Recipient will be informed with sufficient notice possibly in an informal way in case of urgency. In the case of the absence of the Recipient or if it is impossible to contact the Recipient, a staff member, with formal authorisation of the U.O.C. Right to Study, will be authorised to enter the room.

4. Any indications of non-compliance made as a result of access to the room by the staff are sent to the U.O.C. Right to Study for the organisation of any further provisions.

5. In the case in which a state of emergency or danger is discovered, the U.O.C. Right to Study can authorise access to the rooms, even without notice, also requesting intervention by the police or other armed forces.
ART. 13 RESPONSIBILITY

1. The Recipient is responsible for the rooms and the common areas provided for the use of all Recipients. At the end of stay, the rooms and common areas must be left in the same state as they were found, except for normal, everyday use and wear.

2. The Recipient is responsible for the damages made personally or by their visitors to any goods or furniture and is required to pay damages if this is the case.

3. In the case of a room holding multiple beds, the responsibility for any eventual damages is divided amongst the Recipients, except in the case of obvious damages made by an identified individual.

4. The responsibility for damages made to common areas and/or their misuse is attributed to all the Recipients of the Residence in the case of not having ascertained individual responsibility. The Recipient is required to inform the doorman or staff of any damages or misuse of Residence contents as soon as possible. Wherever it is not possible to ascertain personal responsibility, notification will be made either via email or in the notice board area of the Residence that the responsibility lies with all the Recipients of the Residence or, if ascertained, a group of Recipients who have been identifies as being the responsible parties.

5. The administration is not responsible for any crimes committed by Recipients of a place in the Residence. In case the Recipients are responsible for any misdemeanors or crimes, the appropriate University offices must be informed and action could take place to suspend the use of the Residence of the Recipient according to art. 18-19, without prejudice for civil or penal action.

ART. 14 ADMINISTRATIVE PROVISIONS: CAREER SUSPENSION

In the cases presented by the Regulations, the Administration can block the University career of the Recipient.

This block includes:
- Impossibility of registration for the next academic year;
- Impossibility of registration to complete make-up session exams;
- Impossibility of registration for exams;
- Impossibility of transfer to another course or another university;
- Impossibility of modify university career;
- Impossibility of issue of certificates.

ART. 15 SANCTIONS
1. The violation of the present Rules & Regulations requires the application of the following sanctions to the transgressors:
   a) Warnings;
   b) Fines;
   c) Suspension of the right to use the Residence;
   d) Removal of the right to use the Residence.

2. Warnings and fines are handed out by Responsible of Student Services. The handing out of suspensions and loss of residential rights are part of the exclusive powers of the University Dean.

3. After ascertaining facts and responsibility, the Responsible for Student Services will send written notice to the Recipient of the violations of the Regulation and provide indications of the maximum amount of time permitted for contesting the notice of violations according to comma 4 of the present Rules and Regulations. The Recipient can present a complaint in response to the contested facts within five days of receiving the notice.

4. After the expiration of the time frame in relation to comma 3, The Responsible for Student Services provides the sanctions or archives the procedure through written communication to the interested party.

5. Through the provisions of the Responsible of Student Services, recourse to the Dean is permitted within five days of receipt of communication. For provisions higher than the fine, recourse to the Academic Senate is permitted within five days. The presentation of recourse does not suspend the executive power of the sanctions.

ART. 16 SANCTIONS: WARNINGS

1. A warnings consists of a motivated, written warning to the Recipient.

2. The second warning sent within the same academic year will result in the application of a fine according to art. 17.

ART. 17 SANCTIONS: FINES

1. The fine consists of a pecuniary sanction, in which the amount is determined by Council Administration Deliberation, to be paid within 10 days from receipt of the written communication.

2. Once the maximum time has passed according to comma 1, the fine amount will be deducted from the security deposit, which must be replaced according to art. 4 of the present Regulation.

3. Other than the cases presented in the Regulation, a fine can be issued in the cases of:
- A second violation by the Recipient after already having been issued with a first fine will result in the Recipient being fined according to the sanctions of art. 16;

- Matters of particular gravity committed to people or property within the Residential structure but not foreseen by the Regulations;

- Failure to remove objects placed on the balconies or window ledges, following written communication.

**ART. 18 SANCTIONS: SUSPENSION OF RESIDENCE USE**

1. The suspension of the use of the Residence, through University Decree, results in the temporary removal from the Residence from 1 to 30 days.

2. Other than the presented cases of the Regulation, suspension can occur as a result of:

   - Violation of the present Regulation and thus twice recipient of a fine;

   - Matters of particular gravity committed to people or property within the Residential structure but not foreseen by the Regulation that result in a penal procedure and/ or restrictive precautions;

**ART. 19 SANCTIONS: REMOVAL OF THE RIGHT TO USE THE RESIDENCE**

1. The removal of the right to use the Residence is allowed according to the Dean’s Decree in cases of violation of the obligations of behaviour that have provoked serious damages to the university or to third parties or have had more than one suspension.

2. The place in the Residence will be removed by the Residence Offices immediately in the following cases:

   - Behaviour contrary to the norms of public order and decent behaviour;

   - Use in the Residence of flammables, firearms, explosives and harmful substances, hallucinogens or psychotropic drugs;

   - Assignment or permitting to use the key or badge or access credentials to the Residence by third parties is strictly prohibited;

   - Absence of use of the bed place for a period longer than a third of the time of assignment or assignment of the bed space to a third party;
- Violation of the present Regulations by the Recipient who has already been ejected twice from the Residence will require the application of the present Regulations for a temporary ejection from the Residence according to art. 19;

**ART. 20 LOSS OF THE RIGHT TO USE THE RESIDENCE**

1. The Recipient forfeits his or her place in the Residence in the following cases:
   a) Graduation;
   b) Late, incomplete or omitted documents in the application for a place in the Residence;
   c) Transfer to another University;
   d) Surrender of studies;
   e) Surrender of place in the Residence.
   f) U.O.C. Right of Study ascertainment of missing prerequisites for the selection process;
   g) Absence of written communication advising enrolment in another university;
   h) False ISEU declaration;
   i) Failure to finish the three year degree by the finishing date of the extra sessions;

2. The forfeit of the place in the Residence is permitted with the Dean’s Decree and with notification to the Recipient.

**ART. 21 INSURANCE COVER**

1. The Recipients of the Residence are insured against accidents that can occur in the University Residence with a specific Insurance Policy.

2. The University of Brescia does not take on any Right or Responsibility in the case of theft of personal effects and belongings of value of the Recipients or damage of these objects.

**ART. 22 PRIVACY INFORMATION**

According to the Legislative Decree 196/2003 and ss.mm.ii., the personal information collected is utilised for the complex operations foreseen for the management of services and for realisation and uses of the institution and University.

**ART. 23 FINAL CONDITIONS**

1. For all cases and situations not made present in this document of Rules and Regulations, the annual selection and the present laws, in particular the civil code will be consulted, applied and referred to.