



# UniSR

Università Vita-Salute  
San Raffaele



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## CALL FOR APPLICATIONS FOR BENEFITS

## FOR THE RIGHT TO HIGHER EDUCATION

## ACADEMIC YEAR 2023/2024

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**Having seen** the by-laws of Vita-Salute San Raffaele University, approved with the decree of the Italian Minister for Universities, Scientific Research and Technology of 2 August 1996, as amended;

**Having seen** Legislative Decree no. 68 of 29 March 2012 “*Review of the legislation establishing the principles for the right to education and the proper operation of legally recognised university colleges*”;

**Having seen** Prime Ministerial Decree dated 9 April 2001 “*Provisions for uniformity regarding the assistance of university students, pursuant to art. 4 of law no. 390 of 2 December 1991*”;

**Having seen** Regional Law no. 33 of 13 December 2004 “*Regulations for regional measures for the assistance of university students*”;

**Having seen** Prime Ministerial Decree no. 159 of 5 December 2013 “*Regulations governing the calculation and fields of application of the Economic Status Indicator (ISEE)*”, as amended;

**Having seen** the Memorandum of Agreement signed on 19 July 2010 between the Lombardy Region and the Ministry of Education, Universities and Research;

**Having seen** Law n. 240 of 30 December 2010, “*Regulations on the organisation of universities, academic staff and recruitment, as well as authorisation for the Government to incentivise the quality and efficiency of the university system*” and art. 5, comma 6 in particular;

**Having seen** Ministerial Decree no. 115 of 28 February 2023 “*Definition of the list of particularly impoverished states for the 2023/2024 academic year*”;

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**Having seen** Law no. 241 of 7 August 1990, as amended “*New regulations governing administrative procedures and right of access to administrative documents*”;

**Having seen** Law no. 338 of 14 November 2000 as amended, “*Measures regarding accommodation and halls of residence for university students*”;

**Having seen** the Vita-Salute San Raffaele University Halls of Residence Regulations approved by the Board of Directors on 2 March 2015;

**Having seen** the agreement between the Lombardy Region and Vita-Salute San Raffaele University of Milan for the provision of assistance to university students, signed on 1 July 2019;

**Having seen** Decree Law no. 152 of 6 November 2021 “*Urgent measures for the implementation of the National Recovery and Resilience Plan*”;

**Having seen** Ministerial Decree no. 1320 of 17 December 2021 “*Increase in the value of scholarships and eligibility requirements for financial assistance for university students*”;

**Having seen** Circular no. 13676 of 11 May 2022, issued pursuant to art. 6, comma 1 of Ministerial Decree no. 1320 of 17 December 2021;

**Having seen** Lombardy Regional Council Resolution no. XII/468 of 19 June 2023, containing “*Resolutions regarding criteria and funding for the award of financial assistance to university students on the basis of rankings, 2023/2024 academic year*”.

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**I HEREBY ORDER**  
**THE PUBLICATION OF THE CALL FOR APPLICATIONS**  
**FOR BENEFITS FOR THE RIGHT TO HIGHER EDUCATION**  
**ACADEMIC YEAR 2023/2024**

Benefits for the right to higher education offered in the competition call are:

- scholarships, grants for participation in international exchange programmes and free meals for eligible scholarship students/beneficiary students;
- accommodation service at reduced fee.

In accordance with art. 8 of the Prime Ministerial Decree dated 9 April 2001 and Legislative Decree 68/2012, all the eligible beneficiary scholarship students and the eligible students not beneficiary of scholarships due to lack of funds are exempt from payment of the enrolment fee and tuition fees, except for students enrolled at the first supplementary year, who are exempt from payment of half the university fees.

Students whose scholarship entitlement is revoked for any reason also lose their right to exemption from payment of the enrolment fee and tuition fees and are required to pay the amounts due as envisaged by art. 9 of this call for applications.

**FIRST SECTION**

**SCHOLARSHIPS**

**ARTICLE 1. NUMBER OF SCHOLARSHIPS**

Number of Scholarships offered for students enrolled at Vita-Salute San Raffaele University for the 2023/2024 academic year:

- n. 25** scholarships for students enrolled in the first year of a Bachelor's Degree, Master's Degree or Single-Cycle Master's Degree course for the first time;
- n. 47** scholarships for students enrolled in a subsequent year than the first of a Bachelor's Degree, Master's Degree or Single-Cycle Master's Degree course;
- n. 3** scholarships for students enrolled in PhD courses if not beneficiary of a scholarship or of a research grant, and in Specialisation courses (except for medical specialisation courses covered by Legislative Decree 368/99);

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**n. 5** scholarship supplements including refund of travel expenses for participation in international exchange programmes, whose amounts and manners are established by the Ministerial Decree no. 1320 of 17 December 2021.

The total number of scholarships and international exchange scheme supplements may be raised in case of any additional funding assigned by the Lombardy Region, the Ministry of Universities and Research, the University or other public or private institutions.

## **ARTICLE 2. GENERAL ELIGIBILITY REQUIREMENTS TO ENTER THE COMPETITION CALL**

The call for applications is open to Italian students, European Member State students and Non-EU students, in accordance with Presidential Decree no. 394 of 31 August 1999, implementing Legislative Decree no. 286 of 25 July 1998.

In order to be considered for a scholarship students must be enrolled or declare their intention of enrolling:

- 1) for the first time, in a standard year of a Bachelor's Degree, Master's Degree or Single-Cycle Master's Degree course;
- 2) for an additional year over and above those envisaged by the relevant didactic regulations after completing the standard course of study for a Bachelor's Degree, Master's Degree or Single-Cycle Master's Degree course;
- 3) in a PhD course (if not beneficiary of a scholarship or a research grant);
- 4) in a Specialisation course (except for medical specialisation courses covered by Legislative Decree 368/99).

Students with a certified disability of at least 66% or above or registered as disabled under art. 3, comma 1 of Law no. 104 of 5 February 1992, enrolled for a further two years after completion of the standard course of study for a Bachelor's Degree, Master's Degree or Single-Cycle Master's Degree course, are also eligible.

### **During the 2023/2024 academic year, students must not:**

- 1) hold an educational qualification, awarded in Italy or abroad, equal or superior in level to the course for which the scholarship for the 2023/2024 academic year is applied for;
- 2) be in receipt, for the same year of the degree course, of another scholarship from Vita-Salute San Raffaele University or from other public or private institutions.

Students will also be excluded from the rankings for the award of scholarships if during the 2023/2024 academic year:

- 1) they renew their enrolment after having withdrawn from their course;
- 2) they are repeating students in intermediate years of the course;

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- 3) they switch Faculty or degree Course with the obligation to repeat a year already attended;
- 4) they transfer between universities with the obligation to re-enrol for a year already attended.

If, during their university career, students have been required to repeat a year of their course, also after re-enrolling further to a withdrawal, the number of credits required for inclusion in the scholarship rankings is calculated with reference to the credits available for each year completed, from their very first year of matriculation **in any course**, also including the academic years in which they have repeated a course year.

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### **ARTICLE 3. PREREQUISITES TO ENTER THE RANKINGS**

In order to be eligible for the definitive rankings, applicants must be properly enrolled for the 2023/2024 academic year as of 30 November 2023 and must meet the academic merit and income requirements set out below.

For verification of the deadline for enrolment for Master's Degree, PhD and Specialisation courses, reference is made to the provisions of the current regulations of Vita-Salute San Raffaele University.

#### **Academic merit qualifications**

- a) students enrolled for the first time **in the first year of a Bachelor's Degree, Master's Degree or Single-Cycle Master's Degree course** are required to hold a high school diploma with mark of at least **80/100** and must be properly enrolled for their course. Academic merit will be assessed retrospectively and is determined in accordance with article 9 of this call for applications;
- b) students enrolled for the first time **in the first year of a Master's Degree course** must be properly enrolled for their course. Academic merit will be assessed retrospectively and is determined in accordance with article 9 of this call for applications;
- c) for students enrolled in **PhD courses** (if not in receipt of a scholarship or of a research grant) and in **Specialisation courses** (except for medical specialisation courses covered by Legislative Decree 368/99), the academic merit qualifications will be the same as those necessary for admission to the relevant year of the course;
- d) students registered **for a subsequent year than the first year of Bachelor's, Master's and Single-Cycle Master's Degree courses** must be properly enrolled and must have achieved the number of ECTS-credits set out below by **10 August 2023**:

- **Bachelor's Degree Courses:**

Year 2: 49 ECTS-credits

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Year 3: 95 ECTS-credits

Last semester (1st year beyond prescribed time): 150 ECTS-credits

- **Single-Cycle Master's Degree Courses:**

Year 2: 49 ECTS-credits

Year 3: 95 ECTS-credits

Year 4: 160 ECTS-credits

Year 5: 215 ECTS-credits

Year 6: 270 ECTS-credits

Last semester (1st year beyond prescribed time): 330 ECTS-credits

- **Master's Degree Courses:**

Year 2: 45 ECTS-credits

Last semester (1st year beyond prescribed time): 90 ECTS-credits

*The minimum number of ECTS-credits for **Master's Degree courses** is increased by a number of credits equal to the number in excess of 180, if any, held by the student at the time of enrolment.*

*ECTS-credits for examinations taken in order to recoup educational deficits are not considered in the above totals.*

*The results of the final examinations of internships undertaken, for reasons relating to the university's own organisational planning, after 10 August 2023 will be considered valid, provided the results of the said examinations are received by 31 October 2023.*

*For disabled students, academic merit qualifications which vary by no more than 40% those specified above may be set. Academic merit qualifications will be established by a specific commission, with advice from the teacher appointed to support the diversely able students concerned.*

**Important:** the number of ECTS-credits necessary for admission to the ranking is calculated on the basis of the ECTS-credits available for each academic year completed, starting from the very first year of matriculation, and thus also including academic years in which a student repeated the same year of enrolment, also in different Degree courses attended previously, for any reason, such as withdrawal, transfer or switching between Degree courses. In accordance with art. 6, comma 8, of Prime Ministerial

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Decree dated 9 April 2001, only the ECTS-credits awarded for the course for which the funding is applied for are considered, on the basis of the didactic regulations for the course and the relative criteria.

As envisaged by Lombardy Regional Council resolution no. XII/468 of 19 June 2023, any surplus credits (in excess of those required or from outside the course curriculum), or those not valid for award of the degree, and those of graduation exam or equivalent, are not included in the academic merit total.

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## Bonus

Students enrolled in a subsequent year than the first year of Bachelor's and Single-Cycle Master's Degree courses are assigned a bonus which they may use, just once during the course of study, to make up any differences between the minimum number of ECTS-credits required and the credits they have actually gained. The size of the bonus varies depending on the year of enrolment in which the student decides to use it. Specifically, the bonus totals:

- **5 credits** if used for the first time for the award of funding for the second academic year;
- **12 credits** if used for the first time for the award of funding for the third academic year;
- **15 credits** if used for the first time for the award of funding for subsequent academic years.

The bonus can only be used **once** and is not cumulative; it is irrevocably defined in the scholarship application. The part of the bonus not used in any given academic year can be used in subsequent years. The bonus accrued and not used in the Bachelor's Degree course can be used if the student enrolls for Master's Degree courses. This rule does not apply to students enrolled on Master's Degree courses established under the old regulations.

Students who obtained their Bachelor's Degree from another University must submit suitable documentation proving the number of "bonus" credits accrued and not used.

## **Economic status prerequisites**

Students' economic status is defined on the basis of the Equivalent Economic Status Indicator (ISEE) for university funding, established by Prime Ministerial Decree no. 159 of 5 December 2013 as amended<sup>1</sup>.

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<sup>1</sup> For the calculation of the ISEE Economic Status Indicator for entitlement to university funding, the criteria contained in Prime Ministerial Decree 159/2013 will be applied, with particular reference to art. 8 and the relative INPS circular no. 171 of 18/12/2014. Only in the cases specifically envisaged by article 9 of Prime Ministerial Decree 159/2013 as amended, a current, valid ISEE Certificate may be submitted.



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Students who apply for economic assistance must meet the following criteria:

- an ISEE indicator value for university funding entitlement **not exceeding € 24,335.11**;
- a University Equivalent Capital Asset Indicator (ISP/equivalence scale) value **not exceeding € 52,902.43**.

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Both limits must be complied with; if either limit is exceeded, the student concerned will be considered not to meet the financial criteria and to be ineligible for funding.

## Family unit

The student's family unit is defined in accordance with and using the methods specified in Prime Ministerial Decree no. 159 of 5 December 2013 and s.m.i..

## Financially independent students

Students are considered financially independent when both the following circumstances apply:

- they have lived separately from their family unit of origin for at least two years prior to the date of submission of the personal declaration referring to the family unit, in accommodation not belonging to a member of the said family unit;
- they have filed tax returns declaring income from regular employment or contract work of at least € 9,000.00. for at least two years.

If both the above circumstances do not apply and are not sufficiently documented, student shall not be considered financially independent; therefore, the income and asset status of his family unit of origin shall be considered for the purposes of the award process, and the student will have to submit, by the stated deadline, a new ISEE certification for entitlement to financial assistance for university study, from which it results that the student is included his family unit of origin, under penalty of exclusion from the rankings.

The independent student is considered as living away from home only if he lives in a verifiable accommodation against payment, in the Municipality where the attended course is located.

## Income and asset assessment for foreign students

The economic status of foreign students or Italian students resident abroad is assessed in accordance with the provisions of article 8 comma 5 of Prime Ministerial Decree 159/2013.

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Students intending to submit applications for financial assistance must have their equivalent university funding ISEEU parificato calculated by an affiliated tax advisory centre (CAF CISL). Guidance and contacts are available on the website <https://www.unisr.it/en>, at the page “Student financial assistance schemes”.

The income and asset status of foreign students from outside the European Union is assessed using the methods established by Legislative Decree no. 286 of 25 July 1998, as amended and by Presidential Decree no. 394 of 31 August 1999 as amended.

The income and asset status of the family units of foreign students must be certified by suitable documentation issued by the competent authorities of the countries in which the incomes are produced, and must be translated into Italian by the Italian diplomatic authorities with competence for the territory concerned.

In case of countries where there are particular difficulties in issuing the certification authenticated by the local Italian Embassy, it must be issued by the competent foreign representations or consuls in Italy and legalised by the Prefectures in accordance with art. 33 of Presidential Decree no. 445 of 28 December 2000.

For foreign students from particularly poor Countries, economic status is assessed on the basis of certification by the Italian Representation in the country of origin, confirming that the student does not belong to a wealthy family of high social status.<sup>2</sup> The said certification may also be issued by the foreign university where the student is enrolled, linked to the University by agreements or conventions, or by Italian authorities empowered to issue guarantees of economic cover, in accordance with current regulations governing the matriculation of foreign students at Italian universities. In this last case, the certifying organisation undertakes to repay the scholarship on the student’s behalf if it is revoked.

However, students are obliged in all cases to declare any incomes and assets held by their family unit in Italy in accordance with Prime Ministerial Decree 159/2013, with an ISEEU parificato certificate for university funding entitlement.

To allow evaluation of the income/assets of their family unit, all foreign students and Italian students resident abroad must submit copies of the following documentation:

- document certifying the composition of the family unit;

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<sup>2</sup> Ministerial Decree no. 115 of 28 February 2023 “Definition of the list of particularly impoverished states for the 2023/2024 academic year.”: Afghanistan, Angola, Bangladesh, Benin, Bhutan, Burkina Faso, Burundi, Cambodia, Central African Rep., Chad, Comoros, Democratic People’s Republic of Korea, Democratic Republic of the Congo, Djibouti, Eritrea, Ethiopia, Gambia, Guinea, Guinea Bissau, Haiti, Kiribati, Lao People’s Democratic Republic, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Rwanda, Sao Tome & Principe, Senegal, Sierra Leone, Solomon Islands, Somalia, South Sudan, Sudan, Syrian Arab Republic, Tanzania, Timor-Leste, Togo, Tuvalu, Uganda, Yemen, Zambia.



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- income generated by every member of the family unit during the 2021 calendar year;
- documentation on the real estate owned by the family unit, specifying the floor area of the properties owned as at 31 December 2021;
- certification of the investments owned by the family unit during 2021.

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In all cases, the income declared by foreign students must be at least € 6,079.45, equivalent to the minimum living income, which must be proven when applying for a study visa for entrance to Italy. This value is the minimum threshold for the evaluation of economic status prerequisites.

#### ARTICLE 4. SCHOLARSHIP AMOUNTS

Scholarship amounts vary depending on both the different geographical provenance student's and the income band matching the **university I.S.E.E.** of the family unit, specified in the table below:

INCOME BAND	UNIVERSITY ISEE VALUE	
1st Income band	From € 0.00	To € 12,167.56
2nd Income band	From € 12,167.57	To € 16,223.41
3rd Income band	From € 16,223.42	To € 24,335.11

#### Geographical provenance

- **locally resident students:** resident in the Municipality where the course attended is held, in an adjoining Municipality or in a Municipality classified as belonging to the same urban area under Regional Law no. 6/2012 (art. 2, comma 3, point b); resident in a Municipality located in areas surrounding the location of the course from which the daily commute from home to the course location by public transport takes no more than 60 minutes;
- **commuting students:** resident in a Municipality not in the categories listed in the previous point, from which the daily commute from home to the course location by public transport takes between 61 and 90 minutes;
- **students living away from home:** resident in a Municipality from which travel to the place where the course attended is held by public transport takes at least 90 minutes, and therefore using rented accommodation near to the course location, living in public residential facilities or other housing

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provided by private or institutional landlords for at least 10 months of the 2023/2024 academic year. “Rented” accommodation supposes the existence of a formally registered lease in the name of the student or a parent or, for students living in public or private residential facilities, the existence of certification or other fiscally valid documentation proving payment of rent for the accommodation used. The lease or fiscal certification must be submitted by 30 November 2023 latest, before publication of the definitive ranking of students applying for a scholarship for the first time. For subsequent years, this status may be certified via a personal declaration if there have been no changes since the initial certification.

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**If this documentation is not provided, students will be classified as “commuting”.**

The amount of scholarships, including the regional university tax rebate, is as follows:

**locally resident students:**

1st income band: € 2,415.00 + one free meal a day giving a total of € 3,185.00

2nd income band: € 2,007.00 + one free meal a day giving a total of € 2,777.00

3rd income band: € 1,220.00 + one free meal a day giving a total of € 1,990.00

**commuting students:**

1st income band: € 3,705.00 + one free meal a day giving a total of € 4,475.00

2nd income band: € 3,121.00 + one free meal a day giving a total of € 3,891.00

3rd income band: € 2,293.00 + one free meal a day giving a total of € 3,063.00

**students living away from home in Vita-Salute San Raffaele University accommodation:**

1st income band: € 4,243.00 + accommodation and one free meal a day giving a total of € 7,656.00

2nd income band: € 3,244.00 + accommodation and one free meal a day giving a total of € 6,657.00

3rd income band: € 2,024.00 + accommodation and one free meal a day giving a total of € 5,437.00

**students living away from home in other public or private accommodation:**

1st income band: € 6,886.00 + one free meal a day giving a total value of € 7,656.00

2nd income band: € 5,887.00 + one free meal a day giving a total value of € 6,657.00

3rd income band: € 4,667.00 + one free meal a day giving a total value of € 5,437.00

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All the above amounts, and the relative free services, will be halved for students who receive a scholarship for the year after the final year of the normal course of study, calculated from the year of matriculation.

Scholarships' beneficiary students and eligible students who are not beneficiary, enrolled in a subsequent year than the first, who are entitled to the free meal, will receive the cash amount equivalent to the meal service, equal to € 770.00.

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## **Supplementation of scholarships in accordance with Ministerial Decree no. 1320 of 17 December 2021**

### **a) Female students enrolled on Degree Courses in S.T.E.M. subjects (Sciences, Technology, Engineering and Mathematics)**

For female students enrolled on the Bachelor's Degree Course in Biotechnology Research in Medicine and in the Master's Degree Course in Biotechnology and Medical Biology, the amount of the scholarship is increased by 20%. This increase cannot be combined with the 15% increase to be paid to students who have ISEE level below 50% of the relevant maximum limit, which is already included in the 1st income band scholarship amount. Therefore, for female students in both the 1st and the 2nd income bands, the increase is calculated on the basis of the value of the scholarship assigned in the 2nd band, while for those in the 3rd income band the value of the scholarship for this last band is used.

### **b) Students enrolled in two Course of Study simultaneously**

Students enrolled in more than one Course of Study simultaneously are permitted to obtain and retain their Scholarship, increased by 20%, provided they meet and continue to comply with the merit requirements throughout the entire duration of the Courses. This supplement is not due if students no longer meet the requirements for the scholarship with reference to the Course of Study to which they themselves associated it.

## **ARTICLE 5. SUPPLEMENTATION OF SCHOLARSHIPS**

### **a) Disabled students**

For students with a certified disability of at least 66% or above or registered as disabled under art. 3, comma 1 of law no. 104 of 5 February 1992, the annual amount of the scholarship may be increased up to a maximum of 40% of the amount due. This supplement to the scholarship is awarded in response to a reasoned and documented request from the student, on the basis of their degree of disability, in order to

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enable them to use prostheses and aids, as well as any measures which facilitate their access to teaching activities and study.

The amount of supplements shall be decided by a specific commission.

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## **b) International mobility**

Students receiving scholarships for the 2023/2024 A.Y. and those who are eligible but not in receipt of scholarships (including PhD students) may apply for the allocation of supplementation of international mobility.

The scholarship supplement will be awarded on the basis of the academic merit ranking drawn up in accordance with article 6 below.

The grant is **€ 600.00 a month** for the duration of the time spent abroad, up to a maximum of ten months. The foreign study programme must be certified by the international exchange office of Vita-Salute San Raffaele University. The amount of any other grants received from European Union funds, from bilateral agreements (including non-EU) or from funds made available by public or private organisations will be deducted from the scholarship supplement paid by the University.

Students are also entitled to a refund of return travel expenses for an amount up to **€ 100.00** for European countries and **€ 500.00** for non-European countries.

Grants for participation in international exchange schemes are awarded to eligible students only once for each course attended.

## **c) Students who graduate within the legal duration of the course**

As envisaged by article 2, comma 3 of Ministerial Decree no. 1320 of 17 December 2021, students who obtain their Bachelor's Degree, Single-cycle Master's Degree or Master's Degree within the period of time specified by the respective course regulations will receive a scholarship integration equal to half the amount obtained for A.Y. 2023/2024 in the last year of their course, net of deductions for the accommodation and catering services.

## **ARTICLE 6. STUDENT RANKING FORMATION PROCEDURES**

Student rankings are prepared on the following criteria:

### **a) For students enrolled in the first year of all Degree courses**

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The ranking for students enrolled for the first time in the first year of all courses is prepared on the basis of the family unit's Economic Status Indicator for university funding entitlement ("University I.S.E.E."), in relation to the maximum limit of € 24,335.11, with a maximum of 1.000 points awarded using the following formula:

$$\left\{ 1 - \frac{\text{University I.S.E.E.}}{\text{€ 24,335.11}} \right\} \times 1000$$

Students are listed in the ranking in decreasing order of score awarded. If scores are tied, prevails the mark obtained in the educational qualification; if there is still a tie, the preference goes to the student younger in age.

Students who have not yet formally registered for the first year of a Master's Degree course in accordance with the University regulations will be entered in the ranking "under reservation" pending completion of registration.

**b) Students enrolled in a subsequent year than the first of all Degree courses**

Students are listed in the ranking in decreasing order of total score derived from the sum of the number of ECTS-credits achieved **by 10 August 2023** (including the credits for the final examinations of internships undertaken, for reasons relating to the university's own organisational planning, after 10 August 2023, provided the results of the said examinations are received by 31 October 2023) and the score obtained from the average mark in the examinations taken. A total of 1,000 points are available, broken down as follows: 600 on the basis of the number of ECTS-credits gained and 400 on the basis of the average mark in the examinations passed.

In case of a tie on academic merit, the student who has not used the ECTS-credit bonus will take precedence, followed by the student with the higher ranking on economic status. In case of a further tie, the younger student will prevail.

**Method for calculation of academic merit score**

The score for the ECTS gained by 10 August 2023 is calculated using the following formula:

$$(\text{Student's ECTS} - \text{Minimum ECTS}) \times \frac{600}{(\text{Maximum ECTS} - \text{Minimum ECTS})}$$



The score for the average mark in the examinations passed is calculated using the following formula:

$$(\text{Student's average mark} - \text{Pass mark}) \times \frac{400}{(\text{Maximum mark} - \text{Pass mark})}$$

### c) Students enrolled in PhD and Specialisation courses

The ranking is drawn up on the basis of the criteria set out in point a) above.

If included in one of the eligibility rankings defined in points a), b) and c) above, students with certified disability of at least 66% or certified as disabled in accordance with art. 3, comma 1 of law no. 104 of 5 February 1992, are entitled to award of a scholarship even if this will be in addition to the number of scholarships initially offered.

### ARTICLE 7. DEADLINES AND PROCEDURES FOR SUBMISSION OF THE SCHOLARSHIP APPLICATION

Applications must be submitted, **online only, by 12:00 (noon) on 29 September 2023** on the <https://www.unisr.it>, by accessing the reserved area of the Intranet (from the "Registrar's Office" Menu, access "Financial assistance and merit awards" and select "Benefits for the right to higher education - regional scholarships A.Y. 2023/2024").

To access the Intranet area and submit the application, anyone who does not already have an UniSR profile must first Register their personal data, following the instructions provided on the website <https://www.unisr.it>, at the page "Student financial assistance schemes".

The following documents must be attached with the scholarship application, in pdf format:

- the properly signed application (annex A to this call for applications);
- copy of a valid identity document;
- ISEE (Economic Status Indicator) certificate for university funding entitlement (**issued after 1 January 2023 as required by Prime Ministerial Decree 159/2013**);
- Personal Declaration ("DSU") signed by the applicant;
- foreign students or Italian students resident abroad: equivalent University ISEEU parificato declaration, copy of the documentation specified in article 3, "Income and Asset Assessment for Foreign Students" section, of this call for applications;



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- for disabled students: copy of the definitive medical certification confirming their percentage of disability of at least 66% or definitive certification of disability in accordance with art. 3 comma 1 of Law 104/1992, omitting diagnosis;
- for financially independent students: documentation proving that they satisfy the requirements of article 3, "Financially Independent Students" section, of this call for applications.

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Students who are participating in an international exchange programme for the 2023/2024 academic year must apply for the relative scholarship supplement when they submit their scholarship application.

**N.B. The deadlines for the submission of applications for students applying for both scholarships and subsidised accommodation are stated in article 15.**

The non- submission of a document in the established terms or the submission of an irregular document lead to the exclusion from this call.

Students must inform the Student Funding Service immediately in writing of any event of relevance for the award of funding occurring after the submission of their application (award of another scholarship or other form of funding, transfer to another University, withdrawal from the course, change in matrimonial status or economic situation, etc.).

## **ARTICLE 8. PUBLICATION OF RANKINGS AND EVENTUAL FILING OF APPEALS**

The students concerned are informed of the provisional rankings by **31 October 2023.**

Vita-Salute San Raffaele University will inform candidates of the outcome of the funding award procedure by publishing the ranking on the institutional website ([www.unisr.it](http://www.unisr.it)).

Any appeals to change ranking positions must be submitted to Vita-Salute San Raffaele University in writing no later than 15 days after publication of the rankings. Appeals must relate to errors in assessment on the part of the competent department, and must be supported by documentation justifying the appeal.

Once the procedure relating to any appeals submitted has been completed, the definitive ranking will be published.

Any appeals against the definitive ranking must be submitted to the competent authorities within the terms envisaged by current law.

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## ARTICLE 9. AWARD OF SCHOLARSHIPS AND PAYMENT PROCEDURES – REVOCATION

Scholarships will be awarded until the number set by this call for applications has been completed.

If there are insufficient eligible students in some rankings, the residual scholarships will be awarded to students eligible in other rankings, until the total number of scholarships set by the call for applications itself has been awarded.

Scholarships will be paid in instalments, at the due dates stated below, dependent on the prompt receipt of the relative funds from the Lombardy Region and the Ministry of Universities and Research.

Scholarships will only be paid by bank transfer to the current account specified in the scholarship application. This must be an Italian account held or at least jointly held in the beneficiary's student's name.

### a) For students enrolled in the first year of all courses

Beneficiary scholarship students enrolled in the first year of all courses will receive the first instalment (equal to the half of the cash amount of the scholarship and to the half of the cash amount of the free meals) by **31 December 2023**, with the balance payable by **30 September 2024**, provided the student has achieved, by **10 August 2024**:

- at least 49 ECTS-credits for students enrolled in Bachelor's and Single-Cycle Master's Degree courses;
- at least 45 ECTS-credits for students enrolled in Master's Degree courses.

The numbers of credits set out above do not include those relating to examinations already taken at the time of enrolment or examinations taken in order to recoup educational deficits, surplus credits (in excess of the normal number or not included in the course curriculum), such as those credits which are not valid for the award of the degree, those not considered in the academic merit score and not valid for the purposes of the merit rankings, but they do include the credits relating to the final examinations of internships undertaken, for reasons relating to the university's own organisational planning, after 10 August 2024, provided the results of the said examinations are received by 31 October 2024.

If they fail to achieve the minimum ECTS-credits required for payment of the balance of the scholarship, as specified above, by 10 August 2024, all **students in receipt of scholarships and eligible students not receiving scholarships** are entitled to total exemption of their enrolment fee and an exemption equal to the half of the tuition fees.

Students in the first year of all university courses, except for PhD and Specialisation courses, who have not achieved at least 35 ECTS-credits by 30 November 2024, will have their scholarships revoked. The above

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ECTS-credits must be achieved for the course in which students were enrolled in the year when the scholarship was awarded, or the course in which they enrol the following year, even if different.

A “bonus” of 5 ECTS-credits may be used in order to meet the above deadlines.

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Students whose scholarship is revoked must repay the sums received and the amount corresponding to the value of the services actually used. They will also lose their right to exemption from university enrolment and tuition fees (**this applies both to students receiving scholarships and eligible students who do not receive them**) and students will have to regularize their administrative position. For this purpose, agreements may be reached for the payment of these sums in instalments.

The provisions regarding revocation of the scholarship and payment of the second instalment do not apply to disabled students, as defined above.

## **b) For students enrolled in a subsequent year than the first of all courses**

Scholarships will be paid in two instalments, each amounting to half of the amount of the scholarship payable in cash and to half of the cash amount established for the free meals, by the following due dates:

- **31 December 2023**
- **30 June 2024**

## **c) For students enrolled in PhD and Specialisation courses**

Scholarships will be paid in two instalments, each amounting to half of the amount of the scholarship payable in cash and to half of the cash amount established for the free meals, by the following due dates:

- **31 December 2023, or after the completion of the enrolment to the academic year, if it occurs in a subsequent date**
- **30 June 2024**

## **d) Supplementing the international mobility grant and reimbursement of travel expenses**

These additional amounts will be granted to students included in the scholarship academic merit rankings until all funds available under this call for applications have been allocated. The amount due will be paid at the end of the period of study abroad, after verification with the University's international exchange offices that the obligations arising from participation in the exchange scheme have been fulfilled.

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## ARTICLE 10. INELIGIBILITY – FORFEITURE

Scholarships are not cumulative with other forms of funding provided by Vita-Salute San Raffaele University or by other public or private institutions, with the scholarships for foreign students awarded by the Ministry of Foreign Affairs, or with the award of free accommodation in halls of residence or hostels; in these cases, students may decide which of the two forms of funding to accept. The above-mentioned does not apply to scholarships awarded by national or foreign institutions to enable scholarship students to undertake study abroad as part of their course of study or research.

Students forfeit their right to the scholarship if:

- they incur in disciplinary measures higher than a caution, for offences committed against Vita-Salute San Raffaele University;
- they fail to submit any original documentation requested for verification of the accuracy of the self-certification submitted to Vita-Salute San Raffaele University by the requested deadline;
- Vita-Salute San Raffaele University verify that the data that students have declared in their self-certification are untrue;
- they submit an application to withdraw from their course or they transfer to another University during the 2023/2024 A.Y.

## ARTICLE 11. TRANSFERS

If a student transfers to another University after the beginning of the academic year, Vita-Salute San Raffaele University, on request, will transmit the application submitted to it to the Student Funding Department of the University to which the student has applied to transfer, and therefore the student will forfeit the scholarship granted by Vita-Salute San Raffaele University (and must therefore return any instalments already received).

Students who have transferred from another University to Vita-Salute San Raffaele University after the beginning of the academic year must ask the Student Funding Department of their University of origin to transmit their application, provided it has been submitted in compliance with the terms of the call for applications. The regularization of the transfer must be finalised by 30 November 2023, before the definitive student ranking is published.

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## SECOND SECTION

### ACCOMMODATION SERVICE AT REDUCED FEE AT

#### CASSINELLA HALL OF RESIDENCE

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#### ARTICLE 12. NUMBER OF ACCOMODATION PLACES

Number of accomodation places at the Cassinella Hall of Residence – located in Vimodrone, Street Cassinella – offered in the competition call for students enrolled with Vita-Salute San Raffaele University for the 2023/2024 academic year:

- a) **n. 2** for students enrolled in the first year of all Degree courses – from 28/09/2023 to 31/07/2024;
- b) **n. 31** for students enrolled in a subsequent year than the first of all Degree courses who have already been allocated a place in the Hall of Residence for the 2022/2023 academic year – from 25/09/2023 to 31/07/2024;
- c) **n. 1** for students enrolled in a subsequent year than the first of all Degree courses – from 28/09/2023 to 31/07/2024;
- d) **n. 1** for students enrolled in PhD courses (if not in receipt of a scholarship or a research grant), and in Specialisation courses (except for medical specialisation courses covered by Legislative Decree 368/99) - from 28/09/2023 to 31/07/2024.

If there are insufficient students eligible for accommodation places in some rankings, the residual places will be awarded to students eligible in other rankings, until the total number of accommodation places set by the call for applications itself has been awarded.

#### ARTICLE 13. PREREQUISITES FOR ENTERING THE COMPETITION AND REQUIREMENTS FOR ENTERING THE ACCOMMODATION RANKINGS

The competition call for the allocation of an accommodation place is open to students living away from home (see article 4) who have submitted a scholarship application and who thus meet the economic and academic merit requirements set out in the first part of this call for applications and that comply the conditions.

Students who have:

- been subject to University disciplinary measures more severe than a warning;

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- outstanding debts with Vita-Salute San Raffaele University;
- forfeited their room due to violation of the Hall of Residence regulations

will be excluded from the rankings for the allocation of accommodation places.

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## ARTICLE 14. STUDENT RANKING FORMATION PROCEDURES

Student rankings are prepared on the following criteria:

### a) Accommodation service at reduced fee for students enrolled in the first year of all Degree courses

The ranking for students enrolled for the first time in the first year of all courses is prepared on the basis of the family unit's Economic Status Indicator for university funding entitlement ("University I.S.E.E."), in relation to the maximum limit of € 24,335.11, with a maximum of 1.000 points awarded using the following formula:

$$\left\{ 1 - \frac{\text{University I.S.E.E.}}{\text{€ 24,335.11}} \right\} \times 1000$$

Students are listed in the ranking in decreasing order of score awarded. If scores are tied, prevails the mark obtained in the educational qualification; if there is still a tie, the preference goes to the student younger in age.

### b) Accommodation service at reduced fee for students enrolled in a subsequent year than the first of all Degree courses who have already been allocated a place in the Hall of Residence for the 2022/2023 academic year

The order in the ranking is determined, in decreasing way, by total score derived from the sum of the number of ECTS-credits achieved **by 10 August 2023** and the score obtained from the average mark in the examinations taken. A total of 1,000 points are available, broken down as follows: 600 on the basis of the number of ECTS-credits gained and 400 on the basis of the average mark of the examinations passed.

When calculating the number of ECTS-credits, internships undertaken, for reasons relating to the university's own organisational planning, after 10 August 2023, will also be considered on a "provisional" basis, provided the corresponding ECTS-credits - awarded when the student passes the end-of-internship examination - are gained by 31 October 2023. If the failure to gain the ECTS-credits by the above deadline

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means that the student in question fails to reach the minimum total ECTS-credits required by this call for applications, he or she will be excluded from definitive ranking.

In case of a tie about the academic merit, the student who has not used the ECTS-credit bonus will take precedence, followed by the student with the higher ranking on economic status. In case of a further tie, the younger student will prevail.

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### Method for calculation of academic merit score

The score for the ECTS gained by 10 August 2023 is calculated using the following formula:

$$(\text{Student's ECTS} - \text{Minimum ECTS}) \times \frac{600}{(\text{Maximum ECTS} - \text{Minimum ECTS})}$$

The score for the average mark in the examinations passed is calculated using the following formula:

$$(\text{Student's average mark} - \text{Pass mark}) \times \frac{400}{(\text{Maximum mark} - \text{Pass mark})}$$

### c) Accommodation service at reduced fee for students enrolled in a subsequent year than the first of all Degree courses

The ranking is drawn up on the basis of the criteria set out in point b) above.

### d) Accommodation service at reduced fee for students enrolled in PhD and Specialisation courses

The ranking is drawn up on the basis of the criteria set out in point a) above.

Students who have not yet formalized the enrolment, in accordance with the University regulations, will enter the rankings "under reservation" pending completion of registration.

Priority will be awarded in all rankings to disabled students, who have a definitive official certification of handicap under art. 3, comma 1 of Law no. 104 of 5 February 1992, or have a definitive official certification confirming the percentage of disability of at least 66% or above, until all suitable accommodation places are taken.

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## ARTICLE 15. DEADLINES AND PROCEDURES FOR SUBMISSION OF AN ACCOMMODATION APPLICATION

The accommodation application for the competition call has to be presented using the form annexed to this call for applications and must be submitted by the following deadlines:

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- by 12:00 noon on **12 September 2023** for students already allocated in accommodation at the Hall of Residence in the 2022/2023 A.Y., covered by point b) of article 12;
- by 12:00 noon on **15 September 2023** for new assignee students, covered by points a), c) and d) of article 12.

Applications must be submitted, **online only**, on the [www.unisr.it](http://www.unisr.it) website, by accessing the reserved area of the Intranet (from the “Registrar’s Office” Menu, access “Financial assistance and merit awards” and select “Benefits for the right to higher education - regional scholarships A.Y. 2023/2024”).

To access the Intranet area and submit the application, anyone who does not already have an UniSR profile must first Register their personal data, following the instructions provided on the website <https://www.unisr.it/en>, at the page “Student financial assistance schemes”.

The following documents must be attached with the scholarship application, in pdf format:

- the properly signed application (annex A to this call for applications);
- copy of a valid identity document;
- ISEE (Economic Status Indicator) certificate for university funding entitlement (**issued after 1 January 2023 in accordance with Prime Ministerial Decree 159/2013**);
- Personal Declaration (“DSU”) signed by the applicant;
- for foreign students or Italian students resident abroad: equivalent University ISEEU parificato declaration, copy of the documentation specified in article 3, “Income and Asset Assessment for Foreign Students” section, of this call for applications;
- for disabled students: definitive official certification of handicap in accordance with art. 3 comma 1 of Law 104/1992, omitting diagnosis or definitive official certification confirming the percentage of disability of at least 66% or above;
- for financially independent students: documentation proving that they have the requirements stated in article 3, “Financially Independent Students” section, of this call for applications.

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## ARTICLE 16. PUBLICATION OF RANKINGS AND EVENTUAL FILING OF APPEALS

The students concerned are informed of the provisional rankings by the following dates:

- for allocations reserved to students enrolled in a subsequent year than the first, who have already been assigned a place in the Hall of Residence for the 2022/2023 academic year, covered by point b) of article 12: by **20 September 2023**;
- for allocations reserved to new assignee students, covered by points a), c) and d) of article 12: by **25 September 2023**.

Vita-Salute San Raffaele University will inform candidates of the outcome of the funding award procedure by publishing the ranking on the institutional website ([www.unisr.it](http://www.unisr.it)).

Any appeals to change ranking positions must be submitted to Vita-Salute San Raffaele University in writing no later than 15 days after publication of the rankings. Appeals must relate to errors in assessment on the part of the competent department, and must be supported by documentation justifying the appeal.

Once the procedure relating to any appeals submitted has been completed, the definitive ranking will be published.

Any appeals against the definitive ranking must be submitted to the competent authorities within the terms envisaged by current law.

## ARTICLE 17. ALLOCATION OF ACCOMODATION PLACES

Rooms will be allocated from:

- **25 September 2023** for students who have already been assigned a place in the Hall of Residence for the 2022/2023 academic year, covered by point b) of article 12;
- **28 September 2023** for new assignee students who do not already have places, covered by points a), c) and d) of article 12.

Students who have been assigned an accommodation who do not show up within 5 days when summoned by the Hall of Residence Administration will be considered dropout students.

Community life within accommodation facilities is regulated by the Hall of Residence Regulations, available on the "Student Halls of Residence" page of the university website ([www.unisr.it](http://www.unisr.it)).

When rooms are assigned, students must also sign the acknowledgment to the admission to the Residence and to the University Hall of Residence Regulations. They thereby agree to all the regulations contained in the aforesaid Regulations.

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The accommodation will be effectively assigned on receipt of the following documentation:

- receipt for deposit payment;
- signing of letter of acceptance of the accommodation and of the acknowledgment of the Regulations;
- signing of the privacy policy statement.

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Rooms are allocated ex officio by the Hall of Residence Administration on the basis of the ranking order and is valid for the entire period specified in the letter of acceptance.

The Hall of Residence remains closed for the Christmas holiday from **24 December 2023 until 7 January 2024**.

## ARTICLE 18. FEES AND PAYMENT PROCEDURES

Fees refer to the use of the room for the period:

- from 25 September 2023 to 23 December 2023 and from 8 January 2024 to 31 July 2024 for students who have already been assigned a place in the Hall of Residence for the 2022/2023 academic year, covered by point b) of article 12;
- from 28 September 2022 to 23 December 2023 and from 8 January 2024 to 31 July 2024 for new assignee students, covered by points a), c) and d) of article 12.

The reduced fee for the entire period, amounting to **€ 2,643.00**, comprises:

- weekly cleaning and fresh linen service;
- use of all communal services in the Hall, in accordance with the rules.

Fees must be paid by the procedures detailed on the website [www.unisr.it/en](http://www.unisr.it/en), at the page "UniSR residences" at the due dates set out below:

- Eligible students not in receipt of a scholarship:
  - Euro 943.00 by 31/12/2023;
  - Euro 850.00 by 10/01/2024;
  - Euro 850.00 by 30/04/2024.
- Beneficiary students scholarships: the amounts will be deducted from the scholarship itself.

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Fees must be fully paid also by the students who leave the Residences for a period with a valid reason or due to force majeure for which the University is not responsible.

## **ARTICLE 19. DEPOSIT**

Before occupying the room, each student must provide a € 500.00 deposit non-interest bearing, to be paid at the time of signing the letter of acceptance of the room.

For students who have already been allocated an accommodation, after signing the acceptance form for the 2023/2024 academic year, the amount of € 500.00 that they already paid as deposit in the previous academic year, is considered valid.

The deposit will be returned by bank transfer, without interest, to students who make a formal request to this effect at the end of their stay, within 90 days from the inspection of the general condition of the room and its fittings and furniture, performed by a member of the administrative staff in the presence of the Resident student.

The deposit can also be used as a source of compensation for any damage to the structure of the Hall of Residence and furthermore, deductions can be made to offset any outstanding amounts owed to the University.

## **ARTICLE 20. FORFEITURE OF ACCOMMODATION**

Students shall forfeit their room if, during their period of residence, they:

- fail to complete the enrolment at the course for the 2023/2024 academic year;
- submit an application to withdraw from their course or transfer to another University during the 2023/2024 A.Y.;
- graduate;
- incur in disciplinary measures, imposed by University, more severe than a warning;
- fail to submit any original documentation requested for verification of the accuracy of the self-certification submitted to Vita-Salute San Raffaele University by the requested deadline;
- fail to comply with the University Hall of Residence Regulations;
- fail to comply with any measures enforced by Vita-Salute San Raffaele University to contain emergencies, including those introduced to deal with pandemic or emergency situations which may affect the health and safety of other students and the population at large.

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## THIRD PART

### GENERAL INFORMATION AND FINAL PROVISIONS

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#### ARTICLE 21. VERIFICATION OF ECONOMIC STATUS

For verification of economic status, Vita-Salute San Raffaele University will exercise the options available to it under current law, specifically art. 10 of Legislative Decree no 68 of 29 March 2012, art. 71 of Presidential Decree no. 445 of 28 December 2000, art. 38 of Decree Law no. 78 dated 31 May 2010 (converted, with amendment, into law no. 122 of 30 July 2010), and art. 11 of Prime Ministerial Decree no. 159 of 5 December 2013 and the relative INPS Pension Authority Circular no.171 of 18 December 2014, also demanding all relevant documentation for verification of the accuracy of the statements issued (personal and corporate tax returns, VAT returns, etc.).

In the event of false declarations, scholarships awarded will be revoked and the students concerned will receive the penalties envisaged by articles 75 and 76 of Presidential Decree no. 445/2000, art. 10 of Legislative Decree 68/2012 and art. 38 of Decree Law n. 78/2010, converted with amendments by law no. 122/2010.

In no case shall the above preclude the adoption of disciplinary measures or reporting to the judicial authorities if a crime is considered to have been committed.

#### ARTICLE 22. DATA PROTECTION

Vita-Salute San Raffaele University, with registered office in Milan, Via Olgettina 58, tax code 97187560152 (hereinafter the "**University**") undertakes to constantly protect the personal data of data subjects. This privacy policy statement is intended to explain the policy adopted by the University with regard to personal data protection in order to: **(i)** inform data subjects of the procedures by which personal data regarding them are processed; and **(ii)** enable data subjects to provide informed consent to the processing of the personal data acquired. The aforesaid is in compliance with the provisions of art. 13 of Regulation (EC) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (hereinafter the "**Regulation**") and Italian Legislative Decree no. 196 of 30 June 2003 (hereinafter the "**Data Protection Code**").

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The information and data you contribute or which are otherwise collected will be processed in accordance with the provisions of the Regulation and the Data Protection Code, and with the confidentiality obligations enforced in all the University's activities.

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In accordance with the provisions of the Regulation and the Data Protection Code, the data will be processed by the University lawfully, fairly, and in a transparent manner, with limitation of the processing purposes and data storage, and measures to ensure data's minimisation, accuracy, integrity and security.

### **Data Controller and Data Protection Officer**

The Data Controller is Vita-Salute San Raffaele University, in the person of its Managing Director.

In accordance with the provisions (i) of the Regulations (see Art. 37) and (ii) the CODAU University Administration Association Guidelines, via a resolution of its Board of Directors dated 22 January 2018 the University appointed GSD SISTEMI E SERVIZI S.C.A.R.L., with registered office in Milan, Corso di Porta Vigentina 18, VAT no. 06959200962, (hereinafter, “**GSD**”) as its Data Protection Officer (hereinafter “**DPO**”).

The professional nominated by GSD to serve as DPO is Gabriele Tettamanti.

The DPO is at data subjects' service for any information regarding the University's personal data processing operations.

The contacts of the Data Controller and DPO are as follows:

Email: [privacy@unisr.it](mailto:privacy@unisr.it)

### **Categories and types of data processed and purposes of the processing**

Personal data acquired for the performance of the University's institutional activities – identification and contact data, academic/educational career data, financial data, sensitive and judicial data – are processed for purposes related solely to the performance of the said activities, and specifically for all the procedures necessary for the full achievement of the University's functions under the law and its charter, including possible disclosure through publication on the University's Internet site, in accordance with the provisions of the Regulation, the Data Protection Code, the regulations and the aforesaid principles of legality, fairness, transparency, limitation of purposes and storage, data minimisation, accuracy, integrity and security in relation to the institutional purposes for which they are used, for educational and administrative activities, and for the pursuance of the University's institutional and security aims in more general terms.

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Data may also be used for historic, statistical or scientific purposes, in compliance with the relevant legislation and codes of ethics.

With regard, in particular, to the data classified as sensitive (i.e. personal data which may reveal racial and ethnic origin, religious, philosophical or other beliefs, political opinions, membership of parties, trades unions, associations or organisations of a religious, philosophical, political or trades union nature, and personal data which reveal the individual's state of health or sex life) and judicial data (i.e. personal data which may reveal measures as defined by article 3 (1) (a-o, r-u) of Italian Presidential Decree no. 313 of 14 November, 2002, relating to criminal record, list of administrative penalties deriving from offences committed and the relative crimes recorded, or the status of accused or suspected party under articles 60 and 61 of the Italian Criminal Procedural Code) during the pursuance of its institutional aims, the University might acquire the following data:

- a) data relating to diversely able students and/or family members or income data for the purpose of possible verification of self-certification relating to the payment of university fees and any exemption from the payment of university fees and/or access to any reductions granted by law, and data relating to the management of extraordinary grants for students' projects;
- b) data relating to refugee status for access to exemptions and scholarships;
- c) data relating to pregnancy, for the implementation of all necessary precautions to protect pregnant women, both for educational purposes, such as attendance at laboratory classes, and for access to any grants or benefits available by law;
- d) data which may reveal political opinions or membership of parties, associations or organisations of a religious, philosophical, political or trades union nature, for requirements relating to the functioning of the University's internal electoral procedures;
- e) sensitive and judicial data of relevance to disciplinary proceedings against students;
- f) data relating to disabled status for interpreting, tutoring, transport and similar services for all handicapped students;
- g) health data, necessary for assessment of the student's suitability, also by means of medical examinations by professionals appointed for the purpose by the University, and for safety purposes.

The aforesaid sensitive and judicial data relating to teaching activities and the management of students' enrolments and careers (including, if relevant, access to and residence in the university's student accommodation), acquired both from the data subjects and from third parties, are processed by the competent Departments and/or Organisations, both on paper and on digital media.

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The following are the main items of legislation under which the University is permitted to use sensitive and judicial data: Italian Royal Decree 1592/1933, as amended (*Consolidation Act on Higher Education*); Italian Royal Decree 1269/1938, as amended. (*Approval of regulations regarding students*); Italian Presidential Decree 382/1980 (*Reorganisation of university teaching, relative educational categories and trial of new methods of organisation and teaching*); Italian Law 168/1989 (*Creation of the Ministry Of Universities And Scientific And Technological Research*) Italian Law 398/1989 (*Regulations governing university scholarships*); Italian Law 341/1990 (*Reform of the university system*); Italian Law 390/1991 (*Legislation on the right to university education*); Italian Law 104/1992 (*Framework law for the assistance, social integration and rights of handicapped people*); Italian Ministerial Decree 224/1999 (*Regulations governing research doctorates*); Italian Legislative Decree 445/2000 (*Consolidation Law incorporating legislation and regulations on administrative documentation*); Italian Law 148/2002 (*Ratification and Implementation of the Lisbon Convention of 11 April 1997*); Italian Ministerial Decree 270/2004 (*Changes to the Regulations governing the teaching independence of Universities, approved by Ministry Of Universities And Scientific And Technological Research Decree no. 509 of 3 November 1999*); Italian Presidential Decree 334/2004 (*Regulations for the implementation of the consolidation law on immigration and the status of foreigners*); Italian Ministerial Decree no. 142 of 25/3/1998 and Law no. 196 of 24 June 1997 (*Regulations governing internships*); Italian Prime Ministerial Decree 9 April 2001; Italian Law no. 30 of 14 February 2003 (*“Biagi Law”, reforming the labour market*); Current Socrates/Erasmus Institutional Contract; University Charter, University Teaching Regulations, Student Regulations and other current University Regulations; current Regional Laws on the right to university education.

### **Compulsory nature of the contribution of data**

Subject to the aforesaid principles of limitation of purposes and storage and minimisation of data, the provision of personal data is compulsory and those refusing to provide them will be unable to establish and continue any relationship with the University.

### **Data processing procedures**

Personal data are processed using manual and automated tools, by methods strictly correlated to the relative purposes, by means of appropriate security measures and for the period of time required by the current regulatory framework.

### **Transfer of personal data**

Personal data acquired by the University may be transferred to other countries, including outside the EU. In this case, the University undertakes to perform preliminary checks and to oblige any third parties to which personal data are transferred to comply with the relevant principles and legal requirements

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enforced by the Regulation and the Data Protection Code. For this purpose, the University may require the third-party recipient of the personal data to sign a specific deed designating the third party as a data processor pursuant to Art. 29 of the Data Protection Code or Art. 28 of the Regulation.

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## **Rights of data subjects**

Data subjects are entitled to apply to the University, at any time, for access to their personal data, or for their rectification or erasure, or to object to their processing in the circumstances envisaged by Art. 20 of the Regulation, and are entitled to request the restriction of processing in the circumstances covered by Art. 18 of the Regulation, and to obtain the personal data concerning them in a commonly used, machine-readable format (portability) in the circumstances envisaged by Art. 20 of the Regulation.

Requests must be sent in writing, by email to the Data Controller or the DPO.

Data subjects are entitled at all times to lodge a complaint with the competent supervisory authority (Italian Personal Data Protection Authority), under art. 77 of the Regulation, if they maintain that their data are being processed in breach of the current law.

## **ARTICLE 23. OTHER IMPORTANT INFORMATION**

The project is funded by the PNRR and the European Union, under the "Next Generation EU" programme and specifically through investment 1.7 "Scholarships for access to university study" of Mission 4, Component 1.

The funding and subsidies set out above are exempt from Income Tax, as stated in Inland Revenue Circular 109/E of 6 April 1995.

The provisions of this call for applications may be subject to amendment in the light of any other national decrees and regional orders regarding the contrast of the COVID-19 pandemic.

The official in charge of the administrative procedure is Luca Pollastri.

Milan, 11 July 2023

**The Italian call for applications is the only official, binding and legal document regulating this competition.**

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Annex A

**APPLICATION FOR BENEFITS FOR THE RIGHT TO HIGHER EDUCATION  
ACADEMIC YEAR 2023/2024**  
PERSONAL DECLARATION OF CERTIFICATION (PRESIDENTIAL DECREE 445/2000)

1

## The undersigned

### Section 1 – APPLICANT STUDENT DETAILS

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Applicant student tax code:

--	--	--	--	--	--	--

Matriculation number

-----  
Last name and first name

-----  
Place of birth

-----  
Prov.

-----  
Foreign Country

-----  
date of birth

-----  
nationality

-----  
cell. phone

-----  
email

-----  
Municipality of residence

-----  
Prov.

-----  
Postal/ZIP code

-----  
Locality, street and number

**HEREBY DECLARE:**

### Section 2 – APPLICATION FOR BENEFITS FOR THE RIGHT TO HIGHER EDUCATION

**that I am applying for:**

Scholarship

Accommodation place at reduced fee in Cassinella University Hall of Residence

Scholarship supplement for international mobility

Scholarship supplement for disability

Scholarship supplement for simultaneous enrolment on two courses of study

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## Section 3 – UNIVERSITY REGISTRATION DETAILS

### Information required from all students:

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that I am enrolling for the 2023/2024 academic year in the \_\_\_\_\_ year of the Degree Course/PhD/  
Specialisation Course in \_\_\_\_\_

that I am NOT renewing my enrolment after having withdrawn from this or another course

that I have NOT been enrolled, for previous academic years, at another University or in another Degree  
or diploma course in which I have repeated the year of enrolment

### Information required from students in the 1st year of a Bachelor's or Single-Cycle Master's Degree course:

that I have obtained a high school diploma of type: \_\_\_\_\_  
in school year \_\_\_\_\_ with mark \_\_\_\_\_

### Information required from students in the 1st year of a Master's Degree course:

that I have been obtain Bachelor's Degree at the university  
\_\_\_\_\_ on date \_\_\_\_\_ grade \_\_\_\_\_

that I have not yet been awarded my Bachelor's Degree

### Information required from students of a subsequent year than the first:

that no later than 10 August 2023 I will have acquired \_\_\_\_\_ ECTS-credits with the average mark of  
\_\_\_\_\_/30

that I apply to use the "Bonus" in order to be eligible for the 2023/2024 A.Y.

that I am enrolling for a Degree course on the standard terms

that I am enrolling as a repeating or recouping student

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## Information for students enrolled simultaneously on another Course

that I am enrolled, for the 2023/2024 A.Y., at the University \_\_\_\_\_  
course \_\_\_\_\_ year \_\_\_\_\_  
and I request the provision of the scholarship exclusively at the University  
\_\_\_\_\_

3

### Section 4 – INFORMATION ABOUT GEOGRAPHICAL PROVENANCE AND STUDENT “LIVING AWAY FROM HOME”

- that I am able to travel daily from my home to the course location, by public transport, in \_\_\_\_\_ minutes
- that I hold a lease on accommodation rented, in the Municipality of the campus or in an adjoining Municipality, for study purposes
- that I am using a public or a private college or residence
- that I do not have any accommodation arrangements in place at the moment of submission of this application

### Section 5 – DETAILS OF APPLICANT’S FAMILY UNIT

- that the number of members in my family unit is: \_\_\_\_\_
- that I meet the regulatory requirements in order to be considered as a financially independent student
- that I am a disabled student (handicap in accordance with art. 3, par. 1 of Law 104/1992 or invalidity of at least 66% or above)

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## Section 6 – ECONOMIC STATUS INDICATOR FOR UNIVERSITY FUNDING ENTITLEMENT (UNIVERSITY ISEE)

**Data from ISEE Certificate for university funding entitlement:**

Economic Status Indicator (University ISEE): euro \_\_\_\_\_  
 Capital Asset Status Indicator (University ISP): euro \_\_\_\_\_  
 Equivalence scale value: \_\_\_\_\_  
 Equivalent Capital Asset Status indicator (ISP/equivalence scale): euro \_\_\_\_\_

## Section 7 – BANK DETAILS FOR PAYMENT OF SCHOLARSHIP AND REFUND OF UNIVERSITY ENROLMENT AND TUITION FEES

**(the c/a must be held or at least jointly held in the student's name)**

C/A holder \_\_\_\_\_

Bank transfer to Bank: \_\_\_\_\_

IBAN:

I	T																								
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Date \_\_\_\_\_ Signed applicant student \_\_\_\_\_

## Section 8 – DATA PROTECTION

I, the undersigned, declare that I have read and understood Article 22 of the Call for Applications (privacy policy statement issued by Vita-Salute San Raffaele University) and specifically agree to the processing of my personal data.

Date \_\_\_\_\_ Signed applicant student \_\_\_\_\_