



***Call for Applications for the awarding of Regional Scholarships  
for students enrolled at the Libera Università di Lingue e  
Comunicazione IULM***

***Academic Year 2024/2025***

***Approved by Rector's Decree  
no. 20795 of July 19, 2024***

## INDEX

Call for Applications for the awarding of scholarships	Pag. 3
Composition and number of scholarships awarded	Pag. 4
General conditions for participation	Pag. 5
Merit requirements	Pag. 6
Income requirements	Pag. 12
Amounts of scholarship and free catering	Pag. 17
Scholarship increases	Pag. 20
Scholarship supplements	Pag. 20
Drawing-up of rankings	Pag. 22
Publication of provisional rankings and appeals	Pag. 23
Scholarship assignment and methods of payment	Pag. 24
Incompatibility and transfers	Pag. 25
Forfeiture of the scholarship benefit	Pag. 26
Veracity checks of self-certification	Pag. 28
Application deadlines and procedures	Pag. 29
Exemption from university fees and contributions	Pag. 30
Annex – Privacy Policy for the processing of personal data collected from the data subject	Pag. 31
Art. 13 Reg. (EU) 2016/679-GDPR	

## ***Call for Applications for the awarding of Regional Scholarships*** **ACADEMIC YEAR 2024/2025**

This call for applications is announced, pending the implementation of the decree referred to in Article 7, paragraph 7, of Legislative Decree no. 68 of 2012 - which provides for the definition, at a national level, of the Essential Levels of Performance (LEP), in accordance with the provisions set out in Lombardy Regional Law no. 33 of 13 December 2004 - in particular by art. 3 of the decree of the President of the Council of Ministers of 9 April 2001 - implementing art. 4 of Law no. 390 of 2 December 1991, by the provisions set out in Article 4 of Ministerial Decree no. 1320 of 17 December 2021 *"Increase in the value of scholarships and eligibility requirements for benefits for the right to study pursuant to Legislative Decree no. 68/2012 in application of Article 12 of Legislative Decree no. 152 of 6.11.2021"* and the related implementing Circular of the Ministry of University and Research no. 13676 of 11 May 2022 and in compliance with Lombardy Regional Council Resolution no. XII/2745 of 15 July 2024 *"Determinations regarding the criteria and funding forecasts - also under the PNRR Recovery Plan, Mission 4, Component 1, Investment 1.7 - for the allocation of competitive benefits for the Right to University Study academic year 2024/2025"*. As a consequence of the memorandum of understanding of 19 July 2010 between the Lombardy Region and the Ministry of University and Research, this notice incorporates the criteria for the experimental assignment of competitive benefits for students enrolled in the first and second year of degree courses for the academic year 2024/2025.

The call for applications for the awarding of Regional Scholarships is open to students who in the academic year 2024/2025 enrol in the courses of IULM University and who meet the merit, income and schooling requirements specified in this call.

### **Definitions**

The following definitions apply to this Call for Applications:

**Beneficiary:** the student who, in possession of the required merit and income requirements, is the winner of the scholarship.

**Eligible:** the student who, despite having the required merit and income requirements, is not a winner of the scholarship due to lack of funds.

**First absolute enrolment:** any previous enrolment on any degree course (even other than that attended in the academic year 2024/2025) of the same level of study for which the student enrolled for the academic year 2024/2025, in any Italian or foreign university, regardless of the outcome of their studies (renunciation of studies, transfer, graduation etc.).

Person in charge of the procedure pursuant to law 241/90 and subsequent amendments:

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# 1 COMPOSITION AND NUMBER OF SCHOLARSHIPS AWARDED

## 1.1 Composition of Scholarships

The Regional Scholarship consists of a part in cash and a part in the form of services and free catering. There is also provision for some increases (see point 6) and supplements (see point 7) such as International Mobility and the *Premio di Laurea*.

The scholarship is exempt from income tax as provided for by the circular of the Ministry of Finance no. 109 / E of 6.4.1995.

## 1.2 Scholarships for students enrolled in the first year and for students enrolled in each year of the Doctorate courses

IULM University offers **92** scholarships for students enrolled **for the first time in the first year** for the academic year 2024/2025 in Bachelor's and Master's degree courses and **in all the regular years of Research Doctorate Courses** (unless beneficiaries of scholarships pursuant to Ministerial Decree no. 224 of 30.04.99, n. 224 and Ministerial Decree 226/21 and research grants pursuant to Law No. 240 of 30 December 2010, Art. 22).

## 1.3 Scholarships for students enrolled in years subsequent to the first year

IULM University offers **276** Scholarships for students enrolled on Bachelor's and Master's degree courses **in years subsequent to the first year** for the academic year 2024/2025.

## 1.4 Possible extension of available funds

The total number of scholarships may be higher based on the additional allocations that could subsequently be assigned by the Lombardy Region and the Ministry of University and Research, as well as from the European funds (*Next Generation EU* initiative) of the *National Recovery and Resilience Plan (PNRR)*, which will be allocated and assigned to the Lombardy Region by a special provision of the Ministry of University and Research. In this case, the new benefits will be attributed to eligible students who are not beneficiaries and who are placed in the extended ranking, with priority for students enrolled in years subsequent to the first year.

## 2 - GENERAL CONDITIONS FOR PARTICIPATION

### 2.1 Who can participate in the call for applications

The call for applications is open to Italian students, students from countries belonging to the European Union, foreign students referred to in Presidential Decree no. 394 of 31 August 1999, implementing Legislative Decree no. 286 of 25 July 1998.

To participate in the call for applications, students must be enrolled or declare that they want to enrol in:

- a regular year of a Bachelor's or Master's Degree course;
- a further year ("*fuori corso*") beyond the duration foreseen by the respective study programmes, after completing the regular study course for Bachelor's and Master's Degree programmes;
- a Research Doctorate course (unless beneficiaries of scholarships pursuant to Ministerial Decree no. 224 of 30.04.99, n. 224 and Ministerial Decree 226/21 and research grants pursuant to Law No. 240 of 30 December 2010, Art. 22).

### 2.2 Course levels

The levels of the courses for which the scholarship may be granted are:

- Bachelor's Degree (three-year, first-level degree)
- Master's Degree (two-year, second-level degree)
- Doctorate (maximum level)

The benefit of the scholarship is granted for the **attainment for the first time of each level of course** following the procedures described below:

- for students enrolled in Bachelor's Degree Courses and Master's Degree Courses for a period equal to the legal duration of the course plus one semester starting from the year of first absolute enrolment;
- for students with disabilities, belonging to the categories referred to in Article 1, paragraph 1, letter g) of Ministerial Decree No. 1320 of 17 December 2021, for a period of three semesters beyond the legal duration of the course of study attended starting from the year of first absolute enrolment;
- for students enrolled in research doctorate courses (activated by Ministerial Decree no. 210 of 3 July 1998, art. 4, if not beneficiaries of a scholarship pursuant to Ministerial Decree no. 224 of 30.04.99, and research grants according to Law no. 240 of 30 December 2010, art. 22), for a period of time equal to the duration envisaged by the respective course programmes starting from the year of first absolute enrolment.

### 2.3 Requirements

In order to be eligible for the Scholarship, students must **jointly** possess the merit, schooling, and income requirements specified in points 3 and 4. **There are no Scholarships awarded solely for merit requirements or income requirements only.**

## 3 – MERIT REQUIREMENTS

### 3.1.1 General Requirements

Students, in the academic year 2024/2025, must not:

- already have a qualification, obtained in Italy or abroad (including qualifications not having legal validity in Italy and with the same admission qualification), of a level equal to or higher than the course for which application is being made for a scholarship in academic year 2024/2025;
- benefit for the same year of the course from a scholarship (or similar contribution, in any form) provided by other public or private bodies.

Also excluded from the rankings for the awarding of the Scholarship are those students who in the academic year 2024/2025:

- enrol in the first year, re-enrolling after having renounced their studies;
- are enrolled as *“fuori corso intermedio”* or *“ripetente intermedio”*;
- carry out a change of faculty or degree course or a change of university with repetition of enrolment in a course year already attended (see 3.1.2).

All applicants must be duly registered for the 2024/2025 academic year on the date of publication of the final rankings and be in possession of the requirements specified below.

### 3.1.2 Regularity of studies

To be considered eligible for the Scholarship, there must have been no interruptions in the regular progression of the years attended (transfers with repetition of the same course year, enrolments as *“fuori corso intermedio”* or *“ripetente intermedio”*, renunciation of studies) for the level of studies for which the benefit is requested.

As an exemption to this principle, if during their university studies the student had to repeat the same course year, at the same level of study attended in the academic year 2024/2025, even following the renewal of enrolment after having renounced studies in any university, Italian or foreign, the number of credits or annuities necessary to access the ranking relating to the scholarship is calculated regarding the credits available for each past year, starting from the year of first absolute enrolment, with the exception of the years when studies were suspended. The exemption does not apply to students enrolled in the first year of the courses of Bachelor's and Master's Degree Courses, and to those enrolled in any year of the Doctorate programme.

Absolute first enrolment means **any previous enrolment in any degree course or diploma (even other than the one attended in the academic year 2024/2025) of the same level of study for which they were enrolled for the academic year 2024/2025, in any Italian or foreign university, regardless of the outcome of those studies (renunciation of studies, transfer, graduation, etc.) and the number of years that have elapsed since the event.**

For this purpose, the student in the application must obligatorily declare the presence of any previous events mentioned above (renunciation of studies, internal transfer or transfer from another University, etc.) that led to irregularities in their studies.

### 3.1.3 Regularity of Studies - pre-university schooling

The regularity of studies referred to in point 3.1.2 is subject to exemption for students enrolled in the first year of a three-year degree course and who have obtained a school diploma abroad in a schooling cycle of less than 12 years.

In order to enrol in an EU university, these students must necessarily bridge the gap between the length of their schooling cycle and the required 12 years, by attending the relative number of university years in their country of origin. These years of university enrolment are NOT counted for the merit requirement referred to in the previous point, only if equal to the number of years needed to reach 12.

#### Examples:

11-year schooling cycle → enrolment for one year in a university in their home country.

The students who fall into this category can declare that they have no previous university enrolment either in Italy or abroad.

11-year schooling cycle → enrolment for two or more years in a university in their home country of origin.

The students who fall into this category will NOT be able to declare that they have no previous university enrolment either in Italy or abroad, as the duration of the foreign university enrolment exceeds the minimum needed to reach the required 12 years.

## 3.2 Merit requirement for students enrolled in the first year of Bachelor's Degree Courses

In addition to the requirements specified in the previous points, students enrolled for the first time in the first year of the Bachelor's Degree Courses must both possess an access requirement (3.2.1), and attain during the academic year 2024/2025 a requirement assessed as ex-post (3.2.2).

### 3.2.1 Access requirement for students enrolled in the first year of Bachelor's Degree Courses

Students enrolled for the first time in the first year of the Bachelor's Degree Courses must have obtained a high school diploma (or equivalent qualification for access to the university system) with a mark of **not less than 70/100**. Students who have obtained their diploma in a country other than Italy will be evaluated according to the diploma grade resulting from the application of the conversion formula adopted by the Ministry of University and Research (MIUR note of 4/6/2007).

Eligibility for being placed in the ranking will also be conditional on satisfying assessment of the minimum degree of knowledge needed for accessing the degree courses without **additional learning requirements (OFAs)**.

### 3.2.2 Ex-post merit requirement for students enrolled in the first year of Bachelor's Degree Courses

For students enrolled for the first time in the first year of the Bachelor's Degree Courses, the status of beneficiary is assigned in the final ranking based on the income requirements referred to in point 4.

To maintain the status of **full beneficiary**, the student must attain a minimum level of merit of 35 credits **by 10 August 2025**. To achieve this requirement, it is possible to use 5 bonus points (see 3.4.3).

To maintain the status of **partial beneficiary**, the student must attain a minimum level of merit of 35 credits **after 10 August 2025 and by 30 November 2025**. To achieve this requirement, it is possible to use 5 bonus points (see 3.4.3).

**Students who do not achieve the minimum level of merit of 35 credits by 30 November 2025, will forfeit the scholarship benefit (see 12.1).**

The number of credits required refers to the number of sustainable credits set by Ministerial Decree 270/2004 (60 credits per year). If the number of sustainable credits per year in the first year deviates from this value, a proportional criterion is applied to determine the required merit requirement, referring to the number of credits present in the study plan for the course.

The formula used is the following:

35: 60 = X: maximum number of sustainable credits

where X (minimum level of credits to be achieved) =  $35 \times \text{maximum number of sustainable credits} / 60$ .

The exams taken, recognized as valid for determining the merit requirement, are those specifically indicated in the study plan proposed by the Faculty.

Credits valid for the above requirements are those deriving from exams taken and registered by the dates indicated and recognized for the course of study for which students are enrolled in the year in which the scholarship is awarded, or for the course in which they enroll in the following year, even if different from the previous course (for example, due to renunciation of studies with re-enrolment).

**Credits deriving from activities or exams prior to enrolment (for example the recognition of language certificates) are not considered valid for the merit requirement, even if recognized and included in the student's study plan. Furthermore, credits deriving from recovered learning requirements and from interim individual modules are not considered valid.**

### **3.3 Ex-post merit requirement for students enrolled in the first year of Master's Degree Courses**

For students enrolled for the first time in the first year of the Master's Degree Courses, the status of beneficiary is assigned in the final ranking based on the income requirements referred to in point 4.

With regard to the merit requirement, in addition to the requirements indicated in points 3.1.1 and 3.1.2, students enrolled for the first time in the first year of the Master's Degree programmes must fulfil a requirement assessed as ex-post during the academic year 2024/2025 with respect to the date of attainment:

To maintain the status of **full beneficiary**, the student must attain a minimum level of merit of 33 credits **by 10 August 2025**.

To maintain the status of **partial beneficiary**, the student must attain a minimum level of merit of 33 credits **after 10 August 2025 and by 30 November 2025**.

**Students who do not attain the minimum level of merit of 33 credits by 30 November 2025, forfeit the scholarship benefit (see point 12).**

The number of credits required refers to the number of sustainable credits set by Ministerial Decree 270/2004 (60 credits per year). If the number of sustainable credits per year in the first



year deviates from this value, a proportional criterion is applied to determine the required merit requirement, referring to the number of credits present in the study plan for the course.

The formula used is the following:

$33 : 60 = X : \text{maximum number of sustainable credits}$

where X (minimum level of credits to be achieved) =  $33 \times \text{maximum number of sustainable credits} / 60$

The exams taken, recognized as valid for determining the merit requirement, are those specifically specified in the study plan proposed by the Faculty.

Credits valid for the above requirements are those deriving from exams taken and registered by the dates indicated and recognized for the course of study for which students are enrolled in the year in which the scholarship is awarded or for the course in which they enroll in the following year, even if different from the previous course (for example, due to renunciation of studies with re-enrolment).

**Credits deriving from activities or exams prior to enrolment (for example the recognition of language certificates) are not considered valid for the merit requirement, even if recognized and included in the student's study plan. Furthermore, credits deriving from recovered learning requirements and from interim individual modules are not considered valid.**

### 3.4 Merit requirement for students enrolled in years subsequent to the first year of Bachelor's and Master's Degree courses

#### 3.4.1 Number of credits

Students enrolled in years subsequent to the first year of Linguistic Mediation, Bachelor's, and Master's Degree Courses must have attained the overall number of credits specified in the following table in the current course of study, deriving from exams **taken and registered by 10 August 2024**:

<b>CFUs to be acquired by 10 August 2024</b>			
<b>Course programme</b>	<b>Course year</b>		
	<b>2nd</b>	<b>3rd</b>	<b>Last semester (1 year "fuori corso")</b>
Bachelor's Degree	35	90	150
Master's Degree (*)	45	==	90
(*) The minimum number of educational credits established for <b>Master's Degree Courses</b> is increased by a number of credits equal to those above the 180 credits which may have been accepted at the time of the student's enrolment.			
<b>Important:</b> the number of educational credits necessary to access the scholarship ranking is calculated with reference to the educational credits provided for in each academic year passed, starting from the year of first <b>absolute</b> enrolment for each level of study, also including the academic years in which the student has repeated, for any reason, the same year of enrolment.			

For Bachelor's and Master's Degree Courses whose number of sustainable annual credits differs from the number of sustainable credits set by Ministerial Decree 270/04 (60 credits per year), for the determination of the merit requirement, a criterion proportional to the merit requirement provided for in the above table, rounded down, is applied.

The exams taken, recognized as valid for determining the merit requirement, are those specifically indicated in the study plan proposed by the Faculty, or in the study plan proposed by the student and already approved, on the date of submission of the application, by the Faculty Council, pursuant to Article 7 of the current University Academic Regulations.

**Credits deriving from activities or exams prior to enrolment (for example the recognition of language certificates) are not considered valid for the merit requirement, even if recognized and included in the student's study plan. Furthermore, credits deriving from recovered learning requirements and from interim individual modules are not considered valid.**

### 3.4.2 Credit validity and weighted average

When completing the online application, you will be asked to indicate the number of credits earned and the relative weighted average. These values are defined as follows:

**NUMBER OF CREDITS:** applicants are required to declare the credits deriving from exams taken and regularly registered from the beginning of their studies (for the current level of studies) by 10 August 2024. Exams with marks not out of thirty are also valid. Credits deriving from off-plan exams, recovered learning requirements, from interim individual modules, and exams taken and registered before enrolment at the current level of studies (for example the recognition of language certifications) must not be considered.

**WEIGHTED AVERAGE:** applicants are required to calculate and declare the weighted average with reference to the exams indicated in the "NUMBER OF CREDITS" field; exams with marks not out of thirty are not to be considered. "30 e Lode" is worth 30.

To calculate the weighted average, it is necessary to multiply each grade by the value (in credits) of the exam; the sum of these results must be divided by the total number of credits considered.

Example:

exam 1	mark 26/30	value: 9 credits
exam 2	mark 30/30	value: 12 credits
exam 3	mark 18/30	value: 9 credits
exam 4	mark: approved	value: 3 credits
Total credits attained		33 credits
Total credits to consider for the weighted average		<b>30 credits</b>

Weighted average calculation:

26 x 9 =	234 +	
30 x 12 =	360 +	
18 x 9 =	162 +	
total	<b>756</b>	Weighted average: <b>756 / 30 = 25.20</b>

### 3.4.3 Bonus

If the student enrolled in the Bachelor's Degree Courses has not attained the minimum number of credits provided for in points 3.2.2 or 3.4.1, they can use a **bonus** in addition to the credits actually earned in the following ways:

- **five** credits, if used for the first time to maintain the benefits of the first year or to obtain the benefits for the second year,
- **twelve** credits, if used for the first time to obtain benefits for the third year,
- **fifteen** credits, if used for the first time to obtain benefits for subsequent academic years.

The bonus can be used only once and cannot be combined. The portion of the bonus not used in the academic year of reference can be used in subsequent ones.

The bonus obtained and not used in the first level degree course can be used if the student enrolls in second cycle degree courses. This provision does not apply to students enrolled in master's degree courses from systems other than those established by Ministerial Decrees 509/99 and 270/04.

The bonus does not apply to the attainment of the merit requirement referred to in point 3.3.

The bonus is not available, as it has never been accrued, for students enrolled in a Master's Degree programme who have obtained a first-level degree in a foreign university.

### 3.4.4 Disabled students

For students with disabilities, belonging to the categories referred to in Article 1, paragraph 1 letter g) of Ministerial Decree No. 1320 of 17 December 2021, individual merit requirements may be defined, based on the type of disability, which may deviate from the values of point 3.4.1 up to a maximum of 40%. The merit requirements will be established by a specific Committee.

## 3.5 Merit requirement for students enrolled in the Research Doctorate

### 3.5.1 Merit requirement for students enrolled in the first year

Beneficiary students enrolled in the first year of the research doctorate retain the benefit and are entitled to the payment of the second instalment of the scholarship if they successfully pass the final exam of the first year.

Otherwise, the provisions for total forfeiture apply (see 12.1). Partial forfeiture is not envisaged.

### 3.5.2 Requisito di merito per studenti iscritti ad anni successivi al primo

Students enrolled in years subsequent to the first year of the research doctorate must be regularly enrolled in the year of the course declared, while maintaining the regularity of their academic studies (see 3.1.2).

## 4 – INCOME REQUIREMENTS

### 4.1 I.S.E.E. for university services

The economic conditions of the family unit of the student applying for the scholarship are identified on the basis of the University Equivalent Economic Situation Indicator (I.S.E.E. for university services) referred to in Prime Ministerial Decree no. 159 of 05/12/2013, "Regulation concerning the revision of the methods of determination and the fields of application of the Equivalent Economic Situation Indicator (ISEE)".

The student requesting the scholarship must be in possession, in sufficient time with respect to the deadlines for submitting the scholarship application, of an ISEE certificate for university services (not an ordinary ISEE) whose Self Declaration (DSU) has been signed on the basis of current legislation on a date after 1 January 2024.

The Self Declaration (DSU) is the document that contains the personal information, income and assets necessary to describe the economic situation of the family unit for applying for subsidized social benefits, and serves to provide information useful for calculating the ISEE.

***According to Presidential Decree 445/2000, whoever signs the DSU is civilly and criminally liable for the correctness and completeness of the data contained therein.***

The I.S.E.E. is calculated using the economic situation indicator (given by the sum of all incomes, including those exempt from IRPEF with the exception of welfare, social security and indemnities received by public administrations due to the condition of disability (Legislative Decree no. 42/2016 art. 2 sexies, paragraph a), received by the members of the family unit, increased by 20% of the assets) in relation to the number of members of the family unit and to some characteristics of the same (scale of equivalence).

$$\text{ISEE} = (\text{sum of income net of deductibles}) + 20\% (\text{sum of assets net of deductibles})$$

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Equivalence scale parameter

The equivalence scale indicates an increasing parameter related to the number of family members. The parameter is increased in the presence of some characteristics of the nucleus that are relevant in this context: presence in the family unit of disabled members; presence in the family unit of more than two dependent children; working parents and minors, in particular if under the age of three; single-parent units.

**For the academic year 2024/2025 the income and the financial position to refer to are those of the calendar year 2022.**

Complete information relating to the ISEE can be found on the website [www.inps.it](http://www.inps.it).

The applicant student or a family member can submit the DSU electronically directly to INPS, by connecting to the website [www.inps.it](http://www.inps.it). The ISEE portal is available in the section "Online Services" - "Services for the citizen", which can be accessed using their SPID digital identity credentials.

The DSU can also be presented to a tax assistance center (CAF) or to the INPS office responsible for the area.

In order to facilitate citizens in entering the data needed for calculating the ISEE, in January 2020 the **precompiled DSU** was introduced, characterized by the coexistence of self-declared data by the citizen with other data provided by the Inland Revenue and INPS (the so-called precompiled data). The precompiled DSU is made available to citizens through the INPS online services, which the applicant can access directly or, by granting a specific proxy, through the CAF.

The citizen must self-declare the data not available in the administrative archives: the composition of the family unit, disability and non-self-sufficiency, house ownership, any residual mortgage, the periodic cheques paid or received for spouse and children, the movable assets and real estate held abroad, the net asset value for sole proprietorships, agricultural or building lands. In general, the precompiled information in the DSU can be accepted or, where incorrect or incomplete, must be integrated or modified (for example by adding a financial report or a building that is not present). It is the responsibility of the declarant to modify or integrate the precompiled data in the event that they have changed or are incorrect (INPS Circular No. 96 of 13/01/2020).

The issuance by the CAF of the ISEE certificate for university services is free, since ANDISU, of which IULM University is an associated body, has signed a memorandum of understanding in this regard with the National Council of CAFs. To find the most accessible CAF in your place of residence, you can consult the website [www.consultacaf.it](http://www.consultacaf.it).

The DSU, at the time of submission, contains only self-certified information. The declarant will receive, from the acquiring entity (INPS, CAF), a receipt of successful presentation but not the calculated ISEE. For the calculation of the ISEE, it is necessary to complete the acquisition of other data by INPS and the Revenue Agency (maximum 15 days). Therefore, it is the responsibility of the interested party to come into possession of the ISEE certificate with the relative protocol number and the note "To be applied to subsidized services for the Right to University Education", in time for the deadline for entering online the data required to complete the scholarship application. **ISEE certifications will only be considered valid if the date of the signing of the DSU is after 1 January 2024.**

**Failure to submit a university ISEE signed by the date of publication of the ranking in the INPS database will result in exclusion from the requested benefits in all the rankings.**

## 4.2 Income and capital limits

To be considered in possession of the income requirements necessary for the application for the granting of the scholarship, students must have, concerning the income for 2021 and the financial position for 2022, a university ISEE whose:

- ISPE indicator (obtained by dividing the ISP value on the Certificate by the equivalence scale) does not exceed **€ 57,187.45**.
- ISEE indicator does not exceed **€ 26,306.25**.

**The two limits indicated must be respected jointly; exceeding even just one of them entails non-possession of the income requirement.**

## 4.3 Family unit

### 4.3.1 Composition of the family unit

The family unit is defined pursuant to the Prime Ministerial Decree no. 159, art. 3 of 5/12/2013 and INPS Circular no. 171 of 18/12/2014.

In particular, with reference to the date of the signing of the DSU, the family unit is made up of the members of the family registered, and in any case of the student requesting the scholarship and all the people present in the applicant's family unit certificate, even if not linked by kinship or affinity.

The parents of the applicant student, if married, who have a different registered residence, are part of the same family unit.

The spouse registered in the registry of Italian citizens residing abroad (AIRE) is included in the register of the other spouse.

The married parents of the applicant student who have a different registered residence constitute distinct family units exclusively in the following cases:

- a) where a judicial separation has been pronounced or separation by mutual consent has been approved pursuant to art. 711 of the Code of Civil Procedure, or when the separation was ordered pursuant to art. 126 of the Civil Code;
- b) when different residence is permitted following the temporary and urgent measures referred to in art. 708 of the Code of Civil Procedure;
- c) when one of the spouses has been excluded from parental authority or, pursuant to art. 333 of the Civil Code, the measure of expulsion from the family residence has been adopted;
- d) when one of the cases referred to in art. 3 of Law no. 898 of 01/12/1970, n. 898, as amended, has occurred, and a request has been made for dissolution or termination of the civil effects of the marriage;
- e) in cases of marital abandonment, ascertained in the courts or by the competent public authority in the field of social services.

A child under the age of 18 is part of the family unit of the parent with whom he/she lives. The minor who is in pre-adoptive foster care is part of the foster family unit.

The minor in temporary foster care is considered a separate family unit, without prejudice to the right of the foster parent to consider him as part of his own family unit. The minor in foster care and placed in a community is considered a separate family unit.

An adult child who is not cohabiting with their parents and is dependent on them for IRPEF purposes, if they are not married and have no children, is part of the parents' family unit. If the parents belong to separate families, the adult child is part of the nucleus of the parent on whom he/she was 100% fiscally dependent on in the year of production of the income considered, or, if dependent on both, he/she is part of the family unit of the parent identified by him/her. In the absence of tax dependence, the adult child forms a nucleus with the parent who following the sentence is expected to receive maintenance allowances for the child.

The person who is living outside the family unit for religious, medical, military, penal, and similar reasons is considered a separate family unit unless considered a member of the spouse's family unit.

For calculating the university ISEE, art. 8 of Prime Ministerial Decree no. 159 of 5/12/2013 also provides that a parent who has recognised the benefit claimant as a child and who is not cohabiting with and not married to the other parent shall be included in the household of the child claiming benefit, provided that he or she meets certain conditions. Therefore, the non-cohabiting parent becomes part of the child's household if he/she is not in any of the following situations:

- a) he/she is married to a person other than the other parent of the child claiming the benefit;
- b) he/she has children with a person other than the other parent of the child claiming the benefit;
- c) he/she is required, by a judicial authority, to pay periodic allowances for the maintenance of the child claiming the benefit;

- d) he/she is excluded from the parental authority over the child or is subject to a measure of expulsion from the family residence pursuant to art. 333 of the Civil Code;
- e) he/she is extraneous to the child in terms of emotional and economic relationships and the extraneousness and abandonment have been ascertained by the competent administrations (judicial authority, social services).

If the parent who is not cohabiting and not married to the other parent **is** in one of the conditions described in a) or b) above and **is not** in one of the conditions described in c), d) or e) above, an **additional component** calculated on the non-cohabiting parent will be added to the ISEE of the family unit of the student claiming the benefit.

#### 4.3.2 Independent student

In the implementation of the provisions of art. 8, paragraph 2, of Ministerial Decree 159/2013, the unmarried or legally separated or divorced student can declare themselves "independent from the family of origin" and produce a university ISEE certificate in which they appear without their parents (but in any case, referring to the other composition rules specified in point 4.3.1), only if **both** of the following requirements are met:

- a) residence, resulting from personal data, outside the housing unit of the family of origin, established for at least **two years** with respect to the date of submission of the application and in a property not owned by a member of the family of origin;
- b) **own** income deriving from dependent or similar work, *not provided by a family member*, fiscally declared in the last **two years**, of not less than a **€ 9,000.00** per year.

**In the absence of one or both of the requirements, in order to adequately take into account those who bear the burden of maintaining the student, the student's family unit will be integrated with that of the parents and other persons identified in accordance with the provisions of point 4.3.1.**

#### 4.3.3 Married student

The condition of the independent student also applies in the case of a married student. Therefore, the student who does not meet the requirements set out in point 4.3.2 will be integrated into the family of origin, without the spouse.

#### 4.3.4 Doctorate courses

The applicant enrolled in doctorate courses has the right to declare a "small" family unit, made up of him/herself, his/her spouse, and children (if any).

#### 4.3.5 Current ISEE

Usually, the ISEE refers to income received in the second calendar year preceding the DSU. In some situations, in the presence of significant changes in income following adverse events (for example, the loss of a job), such income does not reflect the real economic situation of the family unit. Therefore, it is possible to calculate a current ISEE based on the income of the previous calendar year. For the purposes of calculating the current ISEE, a change in the overall income situation of the family unit must be associated with the change in employment of one of the members, 25% higher than the income situation identified in the ISEE calculated ordinarily. Therefore, before requesting the calculation of the current ISEE, a DSU and receipt of the certificate indicating the income situation indicator, on the basis of which the possession of the requirements for calculating the current ISEE will be verified.

## **4.4 Assessment of the economic conditions and financial situation for foreign students and Italian students residing abroad**

### **4.4.1 Necessary Documents**

The economic condition of foreign students or Italian students residing abroad is defined on the basis of the provisions contained in art. 8, paragraph 5, of Prime Ministerial Decree 159/2013, without prejudice to different provisions issued at national level.

Pursuant to Prime Ministerial Decree no. 159/2013, it is not possible to determine the ISEE Indicator for services regarding the Right to University Studies in favour of students not resident in Italy and of students resident in Italy who are not independent from their family unit of origin which is resident abroad. It is therefore necessary to calculate an **equivalent university ISEE Indicator (ISEEU Parificato)**.

In order to obtain the **ISEEU Parificato** free of charge, interested students must apply exclusively to the **CAF** affiliated with IULM University, preferably by email at [iseeparificato@cafamilano.it](mailto:iseeparificato@cafamilano.it).

Under penalty of inadmissibility of the application, students required to submit the ISEEU Parificato must submit the necessary documentation, translated and legalised, to the affiliated CAF **no later than 16 September 2024**.

The University will acquire the ISEEU and ISPEU Parificato data of students residing abroad directly from the CAF via telematic means.

### **4.4.2 Foreign students from particularly poor countries**

For foreign students coming from particularly poor countries (specified by decree no. 440 of 13/02/2024 of the Ministry of University and Research in agreement with the Ministry for Foreign Affairs and International Cooperation), the economic condition is assessed on the basis of a certificate issued by the Italian Representation in the country of origin certifying that the student does not belong to a family known to have a high income and a high social level.

**In any case, the income declared by foreign students cannot be less than €6,947.33 corresponding to the minimum means of support that must be proven in order to apply for an entry visa in Italy for study purposes (DI 20.11.2001, published in the Official Gazette no. 283 of 5.12.2001 and subsequent updates). This figure will therefore constitute the minimum threshold for the purposes of assessing the requirements relating to economic conditions.**

### **4.4.3 Political refugees**

For students who have been granted political refugee status, no foreign documentation from the country of origin is required. The student must obtain an ISEE certificate referring to the registered family unit in Italy. A copy of the certification of political refugee status must then be attached to the application.



## 5 - AMOUNTS OF SCHOLARSHIPS, FREE CATERING AND SUBSIDISED ACCOMMODATION

The amount of the scholarship is differentiated on the basis of both the university ISEE bracket of the family unit and to the different geographical origins of the student.

### 5.1 Income brackets

Based on the university ISEE value, within the limit indicated in point 4.2, three income brackets have been determined:

	Value of ISEE for university services	
	from	to
First bracket	€ 0.00	€ 13,153.13
Second bracket	€ 13,153.14	€ 17,537.50
Third bracket	€ 17,537.51	€ 26,306.25

### 5.2 Geographical origin

According to the travel times between the residence of the family unit and the location of the courses, students are divided into three groups. In the case of a split family unit with multiple residences, travel times will be calculated from the residence closest to the location of the course attended.

- a) **on-site students**: belonging to families residing in the municipality where the course is held or resident in the surrounding areas who use public transport for up to 60 minutes for the daily transfer from home to the course location;
- b) **commuter students**: belonging to families residing in other municipalities than the location of the course attended from which it is possible to reach the location of the courses attended on a daily basis using public transport from 61 to 90 minutes;
- c) **off-site students**: belonging to family units resident in municipalities from which it is not possible to reach the location of the study course with travel times, by public transport, in a time equal to or less than 90 minutes and who, for this reason, rent accommodation **“a titolo oneroso”** near this site, using the IULM university residences, public residential structures or other private or corporate accommodation for a period of **not less than 10 months in the academic year. In the absence of this condition, the student will be considered a commuter.**

Travel times can be checked on the Trenitalia website, on the Lombardy Region website (<http://www.muoversi.regione.lombardia.it>) and on the websites of the local transport companies.

Rent **“a titolo oneroso”** (“against payment”) is a duly registered rental contract, in the name of the student or a family member of the student's household, or, for students domiciled in collective structures, with a fiscally valid certification relating to the payment of the rent for the accommodation in the city where the university course is located. The rental contract and the tax certification of the registration of the contract, even if it took place under the “cedolare secca” regime, must be **obligatorily produced by and no later than 10 November 2024.**

## 5.3 Scholarship amounts

### 5.3.1 Scholarship amounts for students enrolled in regular course years

The amount of the scholarships, including the reimbursement of the regional tax for the right to study, is defined as follows by combining the income brackets and geographical origin:

<b>On-site students</b>			
1 <sup>st</sup> Bracket	€ 2,545.00	+	catering service quota for a total of € 3,357.00
2 <sup>nd</sup> Bracket	€ 2,115.00	+	catering service quota for a total of € 2,927.00
3 <sup>rd</sup> Bracket	€ 1,286.00	+	catering service quota for a total of € 2,098.00
<b>Commuter students</b>			
1 <sup>st</sup> Bracket	€ 3,905.00	+	catering service quota for a total of € 4,717.00
2 <sup>nd</sup> Bracket	€ 3,290.00	+	catering service quota for a total of € 4,102.00
3 <sup>rd</sup> Bracket	€ 2,417.00	+	catering service quota for a total of € 3,229.00
<b>Off-site students</b>			
1 <sup>st</sup> Bracket	€ 7,258.00	+	catering service quota for a total of € 8,070.00
2 <sup>nd</sup> Bracket	€ 6,205.00	+	catering service quota for a total of € 7,017.00
3 <sup>rd</sup> Bracket	€ 4,919.00	+	catering service quota for a total of € 5,731.00

### 5.3.2 Scholarship amounts for students enrolled in the first year “fuori corso”

All the amounts indicated in point 5.3.1 are halved, as well as the relative services, for students enrolled in courses activated pursuant to Ministerial Decree 270/2004, who benefit from the scholarship for the year following the last year of a regular course, with reference to the year of first absolute enrolment.

## 5.4 Free catering

Free catering is provided for students who are beneficiaries of a scholarship and for eligible non-beneficiaries enrolled in years after the first year

Students can acquire their meals using the *IULMEat* QR Code in accordance with the provisions of the Call for Applications for Catering Services and the Regulations contained therein.

Students who do not use the catering service are not entitled to any reimbursement, except for any duly documented study periods spent abroad (see 6.2.1).

### 5.4.1 Scholarship beneficiaries and eligible non-beneficiaries enrolled in years subsequent to the first year

From 1.1.2025 to 31.12.2025, students enrolled at IULM University who are beneficiaries of a scholarship and eligible non-beneficiaries enrolled in years subsequent to the first year, with travel times up to 90 minutes, are entitled to a free meal per day in the lunch shift from Monday to Friday, with the exception of public holidays, the month of August and the days when the university canteen is closed.

From 1.1.2025 to 31.12.2025, students enrolled at the IULM University who are beneficiaries of a scholarship, with travel times exceeding 90 minutes, are entitled to one free meal per day in the

lunch shift from Monday to Friday and a paid takeaway meal according to the time slot in the evening shift from Monday to Friday, with the exception of public holidays, the month of August and the days when the university canteen is closed.

For the period prior to 1.1.2025, the right to use the service will be attributed to the income bracket resulting from the university ISEE.

Students enrolled in the last year of a regular course of any level of study retain the right to free meals until 31 December following graduation, as long as they continue, without interruption, to the next level of study. Students who obtain the qualification and do not continue to the higher level of studies forfeit the catering service. Any meals consumed after the date of graduation will be charged at the cost of the service.

#### **5.4.2 Eligible non-beneficiary students enrolled in the first year**

From 1.1.2025 to 31.12.2025, students enrolled for the first time in the first year at IULM University, eligible but not beneficiaries due to the exhaustion of funds, will be able to take advantage of a daily meal by paying the rate provided for students belonging to the first bracket, even if with an ISEE value belonging to the second or third bracket. No reimbursement is provided for meals not taken by eligible non-beneficiary students.

#### **5.4.3 Free service for students enrolled in the first year**

For beneficiary students enrolled for the first time in the first year, if they reach a sufficient number of credits only for the confirmation of the status of partial beneficiary (see 3.2.2), the canteen service is to be considered free to the extent of 50%.

Such students will therefore be required to reimburse a sum equal to the free service actually used and exceeding the amount withheld for the service from the first instalment of the benefit (see 12.2).

#### **5.4.4 Free service for students enrolled in the first year “fuori corso”**

For students enrolled in the first year “fuori corso” who are entitled to free meals, the period to be considered is 1.1.2025 - 30.6.2025, and in any case no later than the date of graduation. Starting from 1.7.2025, the right to use the service will be granted at a concessionary rate.

In any case, the rules on the validity and use of the service set out in the Call for Applications for Catering Services and the relevant Regulations remain unaffected.

## 6 – SCHOLARSHIP INCREASES

### 6.1.1 Students with concurrent enrolment in two university courses

In implementation of Article 6, paragraph 3 of Ministerial Decree 1320/2021, students enrolled, pursuant to Law 12 April 2022 no. 33, concurrently in more than one course of study, are allowed to obtain and maintain the Scholarship (requested for only one course of study), **increased by 20%**, if they meet and maintain the merit requirements for the Scholarship for the entire duration of both courses.

The aforesaid increase is not due in the event that the student ceases to meet the requirements for the Scholarship with reference to the Course to which the student has correlated the increase.

The incremental amount of the Scholarship will be paid, if applicable, at the end of both courses of study.

Students who find themselves concurrently enrolled in more than one course of study in the academic year 2024/2025 must indicate this by filling out the online form "Concurrent enrolment" in the *Sportello Tasse - DSU* page on the University website.

### 6.1.2 Disabled students

If the recipient of the grant belongs to the categories referred to in Article 1, paragraph 1 letter g) of Ministerial Decree No. 1320 of 17 December 2021, the grant may be **increased up to a maximum of 40%** of the amount due, net of the amount relating to services, depending on the student's disability, in order to allow the use of prostheses and aids, as well as all interventions that may facilitate both learning and study.

## 7 - SCHOLARSHIP SUPPLEMENTS

### 7.1.1 International mobility

Scholarship beneficiaries and eligible non-beneficiaries (including students enrolled in doctorate courses) can compete for the award of the integration for international mobility.

The assignment of the scholarship supplement takes place on the basis of the available budget and the duration of the period abroad.

The contribution is equal to €600.00 per month for the duration of the period abroad, up to a maximum of ten months. The study program or internship abroad must be certified by the Mobility Office (study program) or by the Career Service Office (internship program). The amount of any other contributions granted with European Union funds, following bilateral agreements, including non-EU agreements, and with funds made available by public or private entities, is deducted from the amount of the supplement paid.

Students are also entitled to reimbursement for:

- a) round trip travel expenses for an amount up to €100.00 for European countries and up to €500.00 for non-European countries;
- b) the amount of the deduction for free meals not used during the period of stay abroad;

The reimbursement for meals will be calculated on monthly fractions and will take place exclusively for study stays or internships as part of mobility programs certified by the Mobility

Office or the Career Service Office. Other periods of study spent abroad on the initiative of the student will not give rise to any reimbursement.

These rights are extended, at the request of the interested party, to graduates involved in mobility projects of the European Leonardo program (or similar initiatives) as long as they have graduated no more than one year from the start of the internship and that they are eligible for the Scholarship in the last year of studies.

**Grants for participation in international mobility programmes are granted to those entitled only once for each level of study attended.**

The provisional ranking for international mobility contributions will be published by 15.11.2025. Any substantiated appeals against the outcome of the ranking must be submitted within 15 days following publication. After evaluating the appeals, the final ranking will be published.

The grants will be assigned on the basis of the criteria for the formation of the scholarship ranking, up to the amount of the budget allocated.

The payment of the supplement (including reimbursement for meals) will be made by 31.12.2025 following the procedures described in point 10.2.

### **7.1.2 'Premio di laurea'**

In implementation of Article 2, Paragraph 3 of Ministerial Decree 1320/2021, students receiving a study grant who obtain a Bachelor's or Master's degree within the prescribed duration of their respective teaching programmes shall receive a supplement to the grant equal to half of the amount received in the last year of the course, net of deductions for catering services.

The grants will be assigned on the basis of the criteria for the formation of the scholarship ranking, up to the amount of the budget allocated.

The payment of the supplement will be made in the month following the last graduation session for the academic year 2024/2025 following the procedures described in point 10.2.

## 8 – DRAWING-UP OF RANKINGS

### 8.1 Students enrolled for the first time in the first year of all degree programmes and in doctorate courses

The ranking is formulated on the basis of the ISEE for university services of the family unit in relation to the limit of € 26,306.25 for a maximum of 1,000 points assigned with the following formula:

$$\left( 1 - \frac{\text{Student's university ISEE}}{(26,306.25)} \right) \times 1000$$

The order in the ranking is determined, in descending order, with respect to the assigned score. In the case of equal scores, the mark relating to the previous qualification prevails and subsequently to younger age.

### 8.2 Students enrolled in years subsequent to the first year of all Bachelor's and Master's Degree courses

The order of the ranking is determined, in descending order, by the overall score resulting from the sum of the score relating to the number of educational credits attained by 10 August 2024, and the score determined by the weighted average mark of the exams. The total points that can be attributed are 1,000 distributed as follows: 600 based on the number of training credits attained and 400 based on the weighted average grade of the exams passed.

In the case of equal merit scores, the student who has not used the bonus prevails in the ranking and subsequently the student with the highest score regarding the economic situation. In case of further equality, the younger student prevails.

Students with disabilities, belonging to the categories referred to in Article 1, paragraph 1 letter g) of Ministerial Decree No. 1320 of 17 December 2021, if included in the eligibility ranking, are entitled to the assignment of the scholarship even above the number of scholarships available.

The score relating to the educational credits obtained, relating to exams taken and registered by 10 August 2023, is calculated according to the following formula:

$$(\text{Student's credits} - \text{Minimum credits}) \times \frac{600}{(\text{maximum credits} - \text{minimum credits})}$$

The score related to the weighted average grade of the exams taken and registered by 10 August 2024 is calculated according to the following formula (the grade “30 e lode” is counted as 30):

$$(\text{Student's weighted average grade} - 18) \times \frac{400}{(30-18)}$$

## 9 – PUBLICATION OF PROVISIONAL RANKINGS AND APPEALS

The provisional rankings will be published **by 16 October 2024** on the website [www.iulm.it](http://www.iulm.it) in the Financial Benefits section, under “SPORTELLLO TASSE - DSU” – Esito graduatorie.

Any requests for revision of the position of the provisional rankings must be submitted to the *Ufficio Tasse, Contributi e Diritto allo studio* no later than 15 days following the publication of the rankings themselves. The request must concern any incorrect assessments by the *Ufficio Tasse, Contributi e Diritto allo studio* and must be accompanied by appropriate documentation to justify the applicant's reasons.

The outcome of the request will be communicated through the publication of the final ranking. Further appeals against the final decision must be presented to the Regional Administrative Court of Lombardy within the time limits laid down by current legislation.

## 10 - SCHOLARSHIP ASSIGNMENT AND METHODS OF PAYMENT

### 10.1 Assignment

Scholarships will be awarded up to the number set by this notice.

Eligible students who are not beneficiaries due to exhaustion of resources will be automatically included in a specific eligibility ranking.

Following additional funding assigned to the University and the School by the Lombardy Region or the MUR, the number of beneficiaries may subsequently be increased up to the amount resources received. The benefits will be attributed to students suitably placed in the extended ranking, with priority for students enrolled in years subsequent to the first year.

### 10.2 Methods of payment

The payment of the amounts due will be made exclusively by bank transfer. Students will therefore be asked, when completing the application for the benefit, to obligatorily specify the coordinates (IBAN) of their **Ateneo Più Card** on which any amounts due will be credited.

The Ateneo Più Card, distributed free of charge by the Banca Popolare di Sondrio to all students enrolled at IULM University, in addition to being the university ID document, includes all the functions of a current account at no cost.

Any bank costs incurred by IULM University and related to the incorrect indication of the IBAN coordinates communicated will be charged to the student.

### 10.3 Payment times

#### 10.3.1 Students enrolled in the first year of all courses

The first instalment of the scholarship, equal to half of the amount assigned, will be paid to the winners of the competition on **27 December 2024**. The payment of the first instalment of the scholarship to students of the first year of master's degree courses that on the date of publication of the final ranking are enrolled "*in ipotesi*" will be suspended until registration has been formalized.

The balance of the scholarship will be paid after the verification of the attainment of the minimum level of merit (see 3.2.2, 3.3, 3.5.1), on **30 September 2025**.

#### 10.3.2 Students enrolled in years subsequent to the first year of all courses

The first instalment of the scholarship, equal to half the amount assigned, will be paid to the winners of the competition on **27 December 2024** while the balance will be paid on **30 June 2025** (subject to the actual disbursement of funds by the Regione Lombardia).

#### 10.3.3 Beneficiary students following the extension of the available funds

The first instalment will be paid within one month of the Regional resolution for the liquidation of the additional funding (for those enrolled in years subsequent to the first year, the full amount of the benefit will be disbursed if payment is made after May 2025). For students enrolled in the first year of the course, the criteria for disbursement of the balance, if due, remain valid (see 10.3.1).



## **11 – INCOMPATIBILITY AND TRANSFERS**

### **11.1 Incompatibility**

The scholarship is incompatible and therefore cannot be combined with:

- similar forms of economic aid provided by other public or private entities;
- Scholarships provided by the University pursuant to art. 12 of the Prime Ministerial Decree of 9.4.2001;
- Scholarships for foreigners granted by the Ministry of Foreign Affairs;
- free places in boarding schools and residences.

In such cases, the student has the right to opt for one or the other benefit, to be decided upon no later than 10 days from the awarding of the second benefit, by written communication to be sent to the Fees, Contributions and Right to Study Office. Failure to do so will result in forfeiture of the benefits granted by IULM University.

The scholarship is, on the other hand, compatible with contributions for stays abroad.

### **11.2 Transfers**

Students who have transferred from other universities to IULM University after the beginning of the academic year must ask the organization managing the Right to Study at their past university to officially forward the application, provided that it is submitted within the deadlines set out in this Call for Applications. The regularisation of the transfer must be completed before the publication of the final ranking. Admission to the ranking will be subject to the possession of the merit and income requirements and the availability of resources.

## 12 – FORFEITURE OF THE SCHOLARSHIP BENEFIT

### 12.1 Total forfeiture

The right to the scholarship expires if:

- a) the student incurs disciplinary sanctions greater than written censure, for infringements committed against the University;
- b) the student fails to present to the *Ufficio Tasse, Contributi e Diritto allo studio*, within the time limits specified by the Office, any original documentation required to check the veracity of the self-certification produced (see paragraph 13);
- c) the *Ufficio Tasse, Contributi e Diritto allo studio* ascertains the non-veracity of the data declared by the student in self-certification is such as to invalidate the merit and/or income requirements provided for in points 3 and 4;
- d) the student submits an application to withdraw from studies or transfers to another University during the academic year 2024/2025.

This provision does not apply in the case of students enrolled in the first year of Bachelor's and Master's Degree courses, if the merit requirement set out in points 3.2 and 3.3 is attained by the student prior to renouncing studies or to transferring;

- e) the student is registered as repeating the academic year 2024/2025, following the publication of the final rankings;
- f) the student enrolled in the first year of Bachelor's Degree and Master's Degree courses does not attain the merit requirement set out in points 3.2 and 3.3.

In the case of transfer to another University after the beginning of the academic year, the student can ask the *Ufficio Tasse, Contributi e Diritto allo studio*, within 15 days of the publication of the provisional scholarship rankings, to transmit the submitted application to the University where the student is transferring.

In this case, the student forfeits the scholarship.

For students with a disability belonging to the categories referred to in Article 1, paragraph 1 letter g) of Ministerial Decree No. 1320 of 17 December 2021 who do not attain the merit requirements set out in points 3.2.2, the provisions concerning the forfeiture of the scholarship and the payment of the second instalment do not apply.

### 12.2 Partial forfeiture

Students enrolled in the first year of Bachelor's and Master's degree courses, lose the right to the full benefit of the scholarship and accrue the right to partial benefit if they attain the merit requirements set out in point 3.2.2 in the period between 11 August and 30 November 2025.

### 12.3 Consequences of forfeiture

If the student incurs, for any reason whatsoever, a provision of forfeiture of the grant, he/she shall pay IULM University the amounts received, including any supplements provided for in points 6 and 7, as well as the amount corresponding to catering services (€6.40 for each meal taken) actually used.

In the event of partial forfeiture (see 3.2.2, 3.3, and 11.2), each benefit is understood to be payable for 50% of the amount. The student must therefore return an amount equal to the service effectively used and in excess of the amount withheld for the service from the first instalment of the benefit.

Agreements may be stipulated with the student aimed at defining recovery procedures also in instalments.

Failure to pay all or part of the amount due will result in the initiation of enforced recovery procedures and the **blocking of the student's academic studies** until the matter is resolved.

## **13 – VERACITY CHECKS OF SELF-CERTIFICATION**

### **13.1 Checks**

The application for all the benefits of the Right to University Education is presented by the student using the faculty of self-certification pursuant to Presidential Decree 445 of 28/12/2000.

IULM University, for the purposes of verifying the data declared in self-certification, avails itself of the powers provided for by the laws in force, in particular Presidential Decree no. 445 of 28 December 2000, also requesting from students, pursuant to art. 4 paragraph 10 of D.P.C.M. 9/4/2001, any documentation useful for verifying the veracity of the declarations made.

IULM University, in agreement with the Agenzia delle Entrate, the Lombardy Regional Directorate and the Ministry of Finance, will carry out a formal and substantial check of the truthfulness of the self-certification produced by the students who will be the beneficiaries of financial contributions or services allocated by competition, for all those entitled, using direct links with the databases of the Agenzia delle Entrate and the Agenzia del Territorio, as well as with the Registry Offices of the Municipalities and any other Public Administration authority holding the self-certified data, according to the procedures provided for by art. 11 of Prime Ministerial Decree 159/2013 and the relative INPS circular no. 171 of 18/12/2014.

The University may also avail itself of the assistance of the Guardia di Finanza, reserving the right to report situations that require further investigation.

Pursuant to Article 2947 of the Civil Code, the checks will be carried out within 5 years from the last undue use linked to the self-certification that proved to be untrue.

### **13.2 Consequences in case of untruthfulness**

In the event of untruthful declarations, the sanctions provided for by articles 75 and 76 of Presidential Decree 445/2000, and the penalties provided for by article 10 of Legislative Decree 68/2012 will be applied.

The student must therefore pay:

- a) in the event of the total loss of the benefit, a sum including the amount paid and the penalty provided for by article 10 of Legislative Decree 68/2012;
- b) in the event of partial loss of the benefit, a sum including the difference between the amount paid and the amount due and the related sanction provided for by article 10 of Legislative Decree 68/2012.

This is without prejudice to the adoption of disciplinary sanctions and the reporting to the judicial authorities in the event of a criminal offence (Article 331 of the Code of Criminal Procedure).

## 14 – APPLICATION DEADLINES AND PROCEDURES

### 14.1 Procedures

Applications for admission to the call for applications must be submitted by filling in the appropriate form available on the University's website [www.iulm.it](http://www.iulm.it), in the section Financial aid - Regional scholarships, under SPORTELLLO TASSE - DSU (Applications for benefits - Right to study).

**IULM University students** must obligatorily fill in the application through the **University Login** and therefore must have previously been accredited to the IULM University Online Services. Without prejudice to the possible submission of documentation that cannot be self-certified or requested from the Office (e.g. rent agreements with private individuals for off-site students), students will not have to submit a paper summary of the application.

Students participating in an international mobility programme in the 2024/2025 academic year must apply for the Scholarship Supplement at the same time as applying for the Scholarship.

Failure to submit a document within the prescribed period or the submission of an irregular document will result in the student being excluded from this competition.

### 14.2 Deadlines

**The application for the Scholarship must be submitted no later than 16 September 2024.**

Students are required to notify the *Ufficio Tasse, Contributi e Diritto allo studio*, within 15 days of the event and in writing, of any event relating to the Scholarship that occurs after the application has been submitted (obtaining a different Scholarship or other financial aid, transfer to another University, inability to continue studies, withdrawal of enrolment, etc.)

Any changes in the applicant's family status or marital status or in the composition of the family unit already declared will be considered valid if they occur and are communicated to the *Ufficio Tasse, Contributi e Diritto allo studio* by the date of publication of the provisional ranking

Support for completing the online application is provided from Monday to Friday via the **telephone help desk** (02.891412.890 from 9.00 to 12.00) and by **e-mail** at [dirittoallostudio@iulm.it](mailto:dirittoallostudio@iulm.it). The help-desk service will be suspended from 5 to 20 August.

## **15 - EXEMPTION FROM UNIVERSITY FEES AND CONTRIBUTIONS PURSUANT TO ART. 8 OF PRIME MINISTERIAL DECREE OF 9 APRIL 2001**

Students who have been awarded a scholarship, as well as eligible students who have not been awarded a scholarship due to a shortage of funds (the latter will also have the regional tax for the right to study reimbursed, which for scholarship holders is included in the amount of the scholarship) are fully exempt from paying enrolment fees and university contributions.

Total exemption from the payment of enrolment fees and university contributions is conditional on the definitive award of the grant or eligibility for it, i.e. the fulfilment of all the requirements set out in the present call for applications.

All students applying for a scholarship are required to pay the first instalment of the fees and contributions due for the relevant academic year in order to be eligible for the benefit.

In particular, students enrolled in years subsequent to the first year of all Bachelor's and Master's degree courses and students enrolled in Research Doctorate courses will receive a reimbursement of the first instalment of fees and contributions paid following the award of the scholarship or eligibility for the benefit and will be exempt from paying the second and third instalments of fees and contributions.

Students enrolled in the first year of all Bachelor's and Master's degree courses will receive a reimbursement of the university fees and contributions paid following the achievement of the merit requirement set out in this call for applications.

**PLEASE NOTE** - This Call for Applications is also translated into English for dissemination purposes only. For its application and the settlement of any disputes, and for all legal purposes only the Italian version is valid.

# Annex

Ufficio Tasse, Contributi e Diritto allo studio (Office for Tuition and University Fees and Financial Aid)

## Privacy policy for processing personal data collected from the data subject Article 13 Reg. (EU) 2016/679- GDPR

In accordance with the provisions of Reg. (EU) 2016/679 (GDPR) we hereby provide you with the necessary information regarding the processing of the personal data provided. This policy has been drawn up pursuant to article 13 of Reg. (EU) 2016/679 (GDPR) and is also inspired by the provisions of Directive 2002/58/CE, as updated by Directive 2009/136/CE, regarding Cookies, as well as the Provisions of the Italian Guarantor Authority for the protection of personal data of 08.05.2014 regarding cookies.

### 1. DATA PROCESSORS

The DATA CONTROLLER, pursuant to Articles 4 and 24 of Regulation (EU) 2016/679 is the Libera Università di Lingue e Comunicazione IULM located in Via Carlo Bo, 1 - 20143 Milano, represented by its pro-tempore legal representative.

In compliance with Articles 37-39 of Regulation (EU) 2016/79, the University has appointed a Data Protection Officer (DPO) who can be contacted at the following email address: [dpo.iulm@dpoprofessionalservice.it](mailto:dpo.iulm@dpoprofessionalservice.it).

### 2. PURPOSES OF PROCESSING AND LAWFUL BASIS

The personal data will be processed in accordance with the conditions of lawful basis pursuant to article 6 of Reg. (EU) 2016/679 for the following purposes:

Under article 6(e)

-To organize and set up for the students concerned all the financial measures suitable for guaranteeing equal opportunities for accessing the university's structures;

-Management of applications for financial benefits and related administrative and accounting activities, including checks on personal and fiscal details.

Under article 6(b)

-Management of applications to access the University Residences, the assignment of accommodation and related administrative and accounting activities (e.g. invoicing).

Under article 6(a)

-Management of applications for an "extraordinary grant" in the event of a serious situation, where the situation in question concerns the state of health and/or disability of the applicant or of one of the recipients of their family income.

### 3. RECIPIENTS OR CATEGORIES OF RECIPIENTS OF DATA

The personal data provided may be communicated to recipients, appointed pursuant to article 28 of Regulation (EU) 2016/679, who will process the data in their capacity as data processors and/or as natural persons acting under the authority of the Data Controller and Data Processor in order to comply with contracts or related purposes. Precisely, the data may be communicated to recipients belonging to the following categories:

- Designated internal University structures;
- Companies responsible for providing services in the Residences and catering establishments;

- External bodies in order to provide integrated services for university students and with responsibility for promoting the right to study;
- Competent authorities for compliance with legal obligations, upon request;
- Accident insurance companies;
- Entities providing services for the management of the information system and communication networks of the Libera Università di Lingue e Comunicazione IULM (including e-mail and the IULM web platform).

The subjects belonging to the above categories are responsible for the processing of data, or operate in total autonomy as separate data controllers. The list of designated data processors is constantly updated and available from the Libera Università di Lingue e Comunicazione IULM.

#### **4. DATA TRANSFER TO THIRD COUNTRIES AND/OR INTERNATIONAL ORGANIZATIONS**

Personal data will not be transferred abroad within or outside the European Union.

#### **5. PERIODS OF DATA STORAGE OR CRITERIA**

The processing will be carried out automatically and/or manually, with methods and tools designed to ensure maximum security and confidentiality, by persons specifically appointed for this purpose. In compliance with the provisions of art. 5, paragraph 1(e) of Regulation (EU) 2016/679, the personal data collected will be kept in a form that allows the identification of the data subject for a period of time not exceeding the completion of the purposes for which the personal data are processed. In particular, the students' personal data and university study data are kept by the University indefinitely, the retention of the remaining data is based on the storage period of the administrative acts that contain them

#### **6. NATURE OF THE CONFERMENT AND REFUSAL**

The provision of the personal data for the purposes referred to in point 2 of this privacy policy is necessary to manage the activities described above, related to the assignment of benefits, financial aid, services and university accommodation upon request. Failure to agree to provide the personal data will make it impossible to manage all the activities referred to in point 2 of this privacy policy.

#### **7. RIGHTS OF DATA SUBJECTS**

You may exercise your rights in accordance with the provisions set out in articles 15, 16, 17, 18, 19, 20, 21, 22 of Regulation (EU) 2016/679 by , by contacting the Data Controller, or the Data Protection Officer or the DPO service by email at [privacy@iulm.it](mailto:privacy@iulm.it)

You have the right at any time to ask the Data Controller for access to your personal data, and also exercise your rights regarding the rectification, deletion and purpose limitation of the processing. Furthermore, you have the right at any time to oppose the processing of your data (including automated processing, such as profiling) and the portability of your data. Without prejudice to any other administrative or jurisdictional appeal, should the data subject believe that the processing of their data violates the provisions of Regulation (EU) 2016/679, pursuant to Article 15 letter f) of the aforementioned Regulation (EU) 2016/679, it is possible to make a complaint to the Guarantor for the protection of personal data and, with reference to Article 6 paragraph 1, letter a) and Article 9 paragraph 2, letter a), it is possible to revoke the consent given at any time.

In the case of a request for data portability, the Data Controller will provide the personal data from an automatic device in a structured format which is legible and in common use, without prejudice to paragraphs 3 and 4 of Article 20 of Regulation (EU) 2016/679.

Updated on 6 February 2023