

## **EXCERPT FROM THE COMPETITION ANNOUNCEMENT FOR SCHOLARSHIPS**

### **ACADEMIC YEAR 2015/2016**

*The excerpt from the Competition Announcement is published in order to summarize its main regulations and to simplify their comprehension. In case of interpretative doubts, readers should refer to the integral Competition Announcement.*

#### **THE SCHOLARSHIP**

The scholarship is the main tool to implement the Right to University Education. It consists in a sum of money, which varies according to the students' geographic origin and their expected family contribution, and in a quota consisting in free meals. Students who are suitable for scholarships also have the right to university taxes refund.

The scholarship attributed to an individual with a disability grade of a least 66% has a higher value. Moreover, the scholarship may be increased in case of participation to international mobility programmes. The supplement of money depends on the duration of the period of time spent abroad and the amount of money that the student has already been granted by the University.

The scholarship is income-tax-free (Ministerial Circular n. 109/E of 6.4.1995 Ministry of Economy and Finance). The Certificazione Unica (legal statement for tax return) will be provided.

#### **ENTITLED APPLICANTS**

Scholarships for academic year 2015/2016 are addressed to students enrolled in the State University of Milan and the University of Milan-Bicocca who possess together the requirements of Income, Merit and Academic Regularity which will be indicated in the following chapters.

Students enrolled in first level degree courses, second level degree courses and single-cycle degree courses are entitled to apply for the grants provided to ensure the right to education for the regular years of their course established by the corresponding regulations; students enrolled for the first year *fuori corso* (beyond the prescribed time) can apply for a sum corresponding to the 50% of the amount provided to students who have completed the exams of their course on time (students with a disability grade of at least 66% are entitled to apply for a scholarship for an additional year).

Students enrolled in a Doctoral programme (who do not benefit from Scholarships granted in accordance with D.M. 224/1999 and research fellowships in accordance with L. 27/12/1997, n. 449) and students enrolled in Post-graduate Schools in Medicine and Surgery are entitled to apply for a scholarship only for the regular years of their course.

## **GRANTS**

The scholarships are granted by the Lombardy Region and by the Ministry of Education, University and Research (MIUR). Moreover, universities will provide the necessary funds to ensure the scholarships to all eligible students.

## **MOTIVATIONS FOR EXCLUSION**

- Lack of the requirements of Income, Merit and Academic Regularity.
- Enrolment to academic year 2015/16 has not been regularly completed at the moment of the publication of the definite ranking list.
- Assignment of another scholarship or other benefits related to the right to education (bursaries and study awards, ministerial scholarships, contributions for accommodation, tax reduction or tax exemption). The scholarship is compatible exclusively with the contributions granted for

study periods abroad, with scholarships granted for excellent merit and with bursaries of interregional mobility in accordance with D.M. of 4th September 2013, n. 755.

- Previous completion of another academic course of the same level (including studies performed abroad).
- Part-time enrolment.
- Enrolment in a course year that has already been attended, in the intermediate *fuori corso* (beyond the prescribe time), or in a repeating year.
- Transfer to another University, withdrawal from the degree course.

#### **REQUIREMENT OF ACADEMIC REGULARITY**

Students have to regularly complete their course years, starting from the first enrolment of every degree level. Consequently, students who have previously withdrawn from studies, who have repeated the same year or who have lost their matriculated status are not entitled applicants. University studies performed abroad are included, except for the enrolment meant to cover the minimum 12-year pre-education level which is necessary to enrol in an Italian University.

Students who are enrolled beyond first year can apply for a scholarship if they possess the merit requirement for the year of course corresponding to all the academic years since the first year of enrolment.

#### **MERIT REQUIREMENTS**

MERIT REQUIREMENTS FOR STUDENTS ENROLLED IN THE 1<sup>ST</sup> YEAR OF FIRST LEVEL DEGREE COURSES AND SINGLE-CYCLE DEGREE COURSES

Secondary school diploma grade not lower than 70/100 (exception made for disabled students).

Diplomas awarded in countries with a different marking system will be assessed against the

*Dichiarazione di Valore* issued by the Italian Consulate, and a percentage rating will be derived under the MIUR formula dated 4th June 2007.

- Acquisition of at least 35 ECTS by 10<sup>th</sup> August 2016, with the possibility to use up to 5 bonus points in order to fulfil the requirement. If the requirement is fulfilled by 30<sup>th</sup> November 2016, students will maintain the right to the 50% of the value of the scholarship and of the free services used.

*In case the study plan requires a number of ECTS other than 60 per year, the merit requirement will be re-prorated. For example:  $35 : 60 = X : \text{maximum number of ECTS}$ , where  $X$  (minimum level of ECTS to obtain) =  $35 \times \text{maximum number of obtainable ECTS} / 60$*

#### MERIT REQUIREMENTS FOR STUDENTS ENROLLED IN THE 1<sup>ST</sup> YEAR OF SECOND LEVEL DEGREE COURSES

- Acquisition of at least 20 ECTS (23 ECTS in case of courses with *numerus clausus*) by 10<sup>th</sup> August 2016. If the requirement is fulfilled by 30<sup>th</sup> November 2016, students will maintain the right to the 50% of the value of the scholarship and of the free services used.

*In case the study plan requires a number of ECTS other than 60 per year, the merit requirement will be re-prorated. For example:  $20 : 60 = X : \text{maximum number of ECTS}$ , where  $X$  (minimum level of ECTS to obtain) =  $20 \times \text{maximum number of obtainable ECTS} / 60$*

#### MERIT REQUIREMENTS FOR STUDENTS ENROLLED IN A DOCTORAL PROGRAMME OR A POST-GRADUATE SCHOOL

- Fulfilment of the compulsory educational requirements (completion of exams within the prescribed time)

MERIT REQUIREMENTS FOR STUDENTS ENROLLED IN YEARS FOLLOWING THE FIRST ONE OF FIRST AND SECOND LEVEL DEGREE COURSES AND SINGLE-CYCLE DEGREE COURSES

- Acquisition of the number of ECTS indicated in the following table\*, referring to the exams completed and registered by 10<sup>th</sup> August 2015:

*\*with reference to a total number of 60 annual ECTS*

<b>Minimum number of ECTS to be obtained by 10th August 2015</b>						
<b>Study course</b>	<b>Course year 2015/2016</b>					<b>Final semester (1st year fuori corso)</b>
	<b>2nd</b>	<b>3rd</b>	<b>4th</b>	<b>5th</b>	<b>6th</b>	
<b>Degree course without numerus clausus</b>						
First level degree course	35	80	==	==	==	135
Single-cycle degree course	35	80	135	190	245	+55(*)
Second-level degree course	30	==	==	==	==	80
<b>Degree course with numerus clausus</b>						
First level degree course	35	88	==	==	==	148
Single-cycle degree course	35	88	148	209	269	+60(*)
Second-level degree course	34	==	==	==	==	88
(*) with reference to the last course year						

- *In case the study plan requires a number of ECTS other than 60 per year, the merit requirement will be re-prorated. For example (for the second year of course):  $35 : 60 = X : \text{maximum number of ECTS}$ , where  $X$  (minimum level of ECTS to obtain) =  $35 \times \text{maximum number of obtainable ECTS} / 60$*

- *Exams completed before the date of enrolment are not valid, even in case they are recognized in the students' study plan (e.g. ECDL or language certifications obtained at secondary school). Exams not included in the study plan and single interim tests are not valid either.*
- *Notwithstanding the deadline of 10<sup>th</sup> August 2015, the internship exam for the first and second level degree courses of the medical curriculum will be taken into account if completed and registered by 30<sup>th</sup> October 2015.*
- *In order to obtain the merit requirement, students can use a bonus equal to:*  
*5 points for the second year of course*  
*12 points for the third year of course*  
*15 points for the years following the third one and for the second level degree course*  
*In case the bonus quota is only partially used, the remaining points can be used during the following years without accruing the bonus points provided for the subsequent years.*
- *Students with a disability grade of a least 66% are expected to obtain the requirements indicated in the table with a 40% reduction.*

## **EXPECTED FAMILY CONTRIBUTION REQUIREMENT**

The students' economic and capital status is identified through the ISEE certificate for the right to university education (ISEEU), which students must possess before handing in the application for the scholarship. ISEEU has to be issued in 2015 and refer to the economic status of the students' family unit during the fiscal year 2013 and the capital assets on 31<sup>st</sup> December 2014.

The expected limits are:

**ISEEU** not higher than **€ 20.998,37**

and

**ISPE** (ISP value/equivalence scale) not higher than **€ 35.434,78**

### **Estimate of foreign students' economic and capital status**

As stated by the Ministry of Labour and Social Policy, the current computerized system ISEEU does not enable the estimate of the economic status of the members of foreign students' family unit residing abroad who do not possess the Italian fiscal code. Therefore, what mentioned in section 8, paragraph 5 of DPCM 159/2013 cannot be applied.

Consequently, the economic estimate for academic year 2015/2016 of foreign students whose family unit reside abroad and who do not possess the Italian fiscal code will be calculated on the basis of the ISEE referring only to the applicant student, following the indications reported in the previous paragraphs.

In case some of the members of the family unit possess the Italian fiscal code, they will necessarily have to be declared and included in the ISEE.

In any case, foreign students' income cannot be lower than € 5.830,63, with reference to the minimum means of sustenance that must be demonstrated when applying for the entry visa to Italy for study purposes (D.L. 20.11.2001, published in Gazzetta Ufficiale n. 283 of 5.12.2001 and subsequent amendments). The sum indicated will therefore correspond to the minimum ISR (indicator of income) value.

### **Acquisition of data**

CIDiS will automatically acquire the data referring to ISEEU certificates stored in INPS database. Consequently, students are not required to hand in a digital or printed copy of their ISEEU or DSU (Dichiarazione Sostitutiva Unica): it will be sufficient to indicate their own fiscal code and the number of protocol of DSU issued by INPS when completing the web procedure to submit the application.

## AMOUNT OF THE SCHOLARSHIP

The amount of money granted depends on the students' **income range** and **geographical origin**:

The **income range** is determined according to the ISEEU value:

	ISEE/ISEEU value	
	From	to
First range	€ 0,00	€ 14.420,31
Second range	€ 14.420,32	€ 17.709,34
Third range	€ 17.709,35	€ 20.998,37

Students' **geographical origin** is determined taking into account the **journey** to be made in order to reach the course site from the **residency of the family unit**, using **public means of transport**. The travel time can be checked on Trenitalia website, Lombardy Region <http://www.muoversi.regione.lombardia.it> and the websites of local public transport corporations.

- **Residential students:** students coming from the metropolitan area where the courses take place or involving a journey equal to or shorter than 60 minutes.
- **Commuter students:** students coming from municipalities involving a journey longer than 60 minutes or longer than 90 minutes if they do not reside in accommodation upon payment in the Municipality where the courses take place.
- **Non-residential students:** students coming from municipalities involving a journey longer than 90 minutes who reside in accommodation upon payment in the Municipality where the courses take place (for at least 10 months during the academic year, with a regularly registered contract to be handed in by 10<sup>th</sup> November 2015). The status of non-residential student is also



recognized in case of accommodation abroad during participation in international mobility programmes.

<b><i>Residential students</i></b>		
<b>1<sup>st</sup> Range</b>	<b>€ 1.954,00</b>	+ one free daily meal, for a total amount of <b>€ 2.646,00</b>
<b>2<sup>nd</sup> Range</b>	<b>€ 1.503,00</b>	+ one free daily meal, for a total amount of <b>€ 2.195,00</b>
<b>3<sup>rd</sup> Range</b>	<b>€ 1.188,00</b>	+ one free daily meal, for a total amount of <b>€ 1.880,00</b>
<b><i>Commuter students</i></b>		
<b>1<sup>st</sup> Range</b>	<b>€ 2.155,00</b>	+ one free daily meal, for a total amount of <b>€ 2.847,00</b>
<b>2<sup>nd</sup> Range</b>	<b>€ 1.702,00</b>	+ one free daily meal, for a total amount of <b>€ 2.394,00</b>
<b>3<sup>rd</sup> Range</b>	<b>€ 1.384,00</b>	+ one free daily meal, for a total amount of <b>€ 2.076,00</b>
<b><i>Non-residential students</i></b>		
<b><i>residing at CIDiS Halls of Residence or other public or private lodgings for at least 10 months during a.a. 2015/2016</i></b>		
<b>1<sup>st</sup> Range</b>	<b>€ 4.447,00</b>	+ one free daily meal, for a total amount of <b>€ 5.139,00</b>
<b>2<sup>nd</sup> Range</b>	<b>€ 3.876,00</b>	+ one free daily meal, for a total amount of <b>€ 4.568,00</b>
<b>3<sup>rd</sup> Range</b>	<b>€ 3.328,00</b>	+ one free daily meal, for a total amount of <b>€ 4.020,00</b>

## **RANKING LISTS**

Applicants are placed in specific ranking lists, according to the University they attend, their student typology, the publication time and the ranking order:

- Ranking list for students enrolled in the **1st year of first level degree courses and single-cycle degree courses**: publication of provisional list by **31st October 2015**; ordered by **points related to income**, according to the following formula:
- Ranking list for students enrolled in **Doctoral programmes, Post-Graduate schools and 1st year of second-level degree courses**: publication of provisional list by **31<sup>st</sup> March 2016**; ordered by **points related to income**, according to the following formula:

$$\left( 1 - \frac{\text{STUDENT'S ISEEU}}{20.998,37} \right) \times 1000$$

- Ranking list for students enrolled in **2nd year and beyond of first level degree courses, second-level degree courses and single-cycle degree courses**: publication of provisional list by **31st October 2015**; ordered by **points related to merit** (up to 600 points for number of ECTS obtained and up to 400 points for weighted average of marks), according to the following formulae:

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

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

The provisional ranking list is published on CIDiS online Sportello (student's help desk). Students can appeal the results within 15 days from the date of publication. Once the appeals are examined and the enrolment in academic year 2015/2016 is verified, the definite ranking list with the indication of the beneficiaries will be made public.

### **SCHOLARSHIP PAYMENT**

Payment will be made in two instalments of the same amount, usually via a bank transfer to a bank account in the name of the scholarship beneficiary (this is compulsory in case the sum is equal to or higher than € 1.000):

1st instalment for students enrolled in the 1st year of first level degree courses and single-cycle degree courses and for all students beyond first year: **December 2015;**

1st instalment for students enrolled in Doctoral programmes, in Post-graduate Schools and in the 1st year of second-level degree courses: **May 2016;**

2nd instalment for students enrolled beyond first year: **June 2016;**

2nd instalment for students enrolled in the first year of course: usually **October 2016**, after checking the achievement of the merit requirement ex post.

### **FREE MEALS**

The beneficiaries of the scholarship have the right to use a card to enjoy free meals at affiliated cafeterias and other food courts. The card is valid for the whole year 2016 for the lunch meal. Students enrolled in the 1<sup>st</sup> year *fuori corso* (beyond prescribed time) can use the card until 30th June 2016. Students who do not possess the student meals card can require to have it sent to a chosen postal address. Students who already possess their card have direct access to food courts.

## **SUPPLEMENT OF BURSARY FOR DISABLED STUDENTS**

Students with a disability grade of at least 66% who possess the requirements for the scholarship will receive a supplementary amount of money which is attributed by a dedicated Committee. Payment is made in April 2016.

## **SUPPLEMENT OF BURSARY FOR INTERNATIONAL MOBILITY**

Students participating in international mobility programmes in academic year 2015/2016, who possess the requirements for the scholarship, will receive a supplementary amount of money received directly by the University up to € 550.00 monthly. They will also receive a lump sum refund for their travel expenses and the amount of money corresponding to the monthly free meals which will not be used during their period abroad. The results will be published by December 2016 and payment will be made by February 2017.

## **HOW TO APPLY**

The application for the competition for the scholarship and potential supplementary sums for disability and/or international mobility can be submitted via the electronic form that can be found on the CIDiS online student's help desk [www.consorziocidis.it](http://www.consorziocidis.it) by **30<sup>th</sup> September 2015**. All data are stated by the applicant with a self-certification declaration, pursuant to and in accordance with D.P.R. 445 of 28/12/2000.

- Students who have a University email address (e.g.: [mario.rossi@studenti.unimi.it](mailto:mario.rossi@studenti.unimi.it), [m.rossi@campus.unimib.it](mailto:m.rossi@campus.unimib.it) ) have to identify themselves through the University access credentials, fill in the forms, and confirm the data insertion by the established deadline.
- Enrolling students, instead, first will have to register at CIDiS online help desk; when registration is completed and data confirmed, they will have to print the application summary page, sign it,

and send it to CIDI<sup>S</sup> within 10 days, together with a copy of a valid ID, either faxing or uploading it.

In both cases it might be necessary to hand in further documents (rental agreement, so as to be recognized as a non-residential student, *Dichiarazione di Valore* of a previous educational qualification, etc.).

**All the required documents must be sent exclusively via fax at number 02 70039930 or uploaded in the specific page of the online submission procedure.**

### **VERIFICATIONS AND FORFEITURE OF BENEFITS**

CIDI<sup>S</sup> verifies the veracity of all data declared by students. In case false statements are found on an application, the applicant may be disqualified or receive a reduction in benefits. In such case, upon notification, the student will be asked to provide documentation supporting the statements in question on the application. Eventually, a final order of forfeiture or variation of the sum will be filed and the student will be required to return what they have already received illegitimately in money and/or free services, with an increase established by legal penalty fines.

### **SUPERVISION OF THE PROCEDURE**

Person in charge of the procedure: Mrs. Renata Ragosta, e-mail: [renata.ragosta@consorzioicidis.it](mailto:renata.ragosta@consorzioicidis.it)

For information: call centre tel. n. **02 58207207**, e-mail: [staff@consorzioicidis.it](mailto:staff@consorzioicidis.it)

In order to help with the submission of applications, some Internet access points managed by dedicated tutors will be available until 30th September 2015 in the premises of Via Santa Sofia 9 (centre of Milan) and in the offices in Via Vizzola 5 (Building U12, Milano Bicocca).

Milan, July 2015