

**CALL FOR APPLICATIONS FOR THE ALLOCATION OF GRANTS TO COVER MEDICAL EXPENSES OF NON-RESIDENT STUDENTS (*FUORI SEDE*) ENROLLED IN THE 2023/2024 ACADEMIC YEAR**

CLOSING DATE FOR APPLICATIONS: 11/07/2024 at 3:00 p.m.

**Art. 1 – Purpose, number, and amount of grants**

In order to promote the inclusion of non-resident students (*fuori sede*) with an ISEE up to €35,000.00, Alma Mater Studiorum – Università di Bologna has designated €150,000.00 for the allocation of grants to cover medical expenses.

The grant will amount to € 1,000.00 for international students and students with non-EU citizenship, to € 500.00 for those who have Italian or EU citizenship.

The grant will be paid according to the ranking position and until exhaustion of the Fund of 150,000.00 €.

**Art. 2 – Participation requirements**

**2.1 Enrolment**

2.1.1. This call for applications is open to students who, as at the closing date for applications, are enrolled in first cycle, second cycle and single cycle degree programmes, Specialisation Schools and PhD programmes of the University of Bologna in the 2023/2024 academic year. For students enrolled in medical and non-medical Specialisation Schools in the healthcare field, reference is made to enrolment in the 2022/2023 academic year.

2.1.2. This call for applications is not open to:

- a) students who are enrolled in a degree programme that awards a qualification identical to or lower than that they already hold;
- b) foreign students who obtain full recognition of a foreign academic qualification of equivalent or higher value than the one for which they have enrolled.

2.1.3. The requirement of enrolment in the 2023/2024 academic year must be met by the closing date for applications.

2.1.4. Students who are enrolled in two degree programmes at the same time, pursuant to Law 33/2022, may only apply in this call in relation to the programme for which they have exercised the option relating to the right to higher education benefits.

**2.2 Merit**

2.2.1 Students who are enrolled in the second or subsequent years of first cycle, second cycle and single cycle degree programmes must have earned the minimum number of University credits (CFU) in accordance with the applicable Regulations on tuition fees in order to obtain tuition fee reductions for the 2023/2024 academic year.

2.2.2 No merit requirements apply to students enrolled in Specialisation Schools, PhD programmes and the first year of first cycle, second cycle and single cycle degree programmes.

**2.3 Non-resident (*fuori sede*) status**

Applicants or their family must be resident outside Emilia Romagna or abroad.

**2.4 Financial status**

Applicants must submit an ISEE certificate for benefits supporting the right to higher education up to €35,000.00. PLEASE NOTE: Detailed instructions on how to submit the ISEE certificate are provided in Art. 4.

**Art. 3 – Ranking criteria**

Candidates will be ranked in ascending ISEE order. The ISEE value being equal, preference will be given to the younger candidate.

**Art. 4 – Procedures and deadlines to submit applications and the financial status documentation**

The deadline for the submission of applications is 11 July 2024 at 3:00 p.m.

Applications to participate in the call must be submitted by the closing date exclusively via the “Studenti Online” application.

To use the application:

1. access studenti.unibo.it using your SPID credentials;
2. click on the “calls for applications” button;

3. select “Call for applications for the allocation of grants to cover medical expenses of non-resident students (*fuori sede*) enrolled in the 2023/2024 academic year”.

International non-EU students who do not have an ID document issued in Italy and, therefore, cannot have SPID credentials, can access using their University credentials.

Students can obtain help or guidance in completing their online application by calling the Studenti Online Help Desk at the following number: + 39 051 20 80 301 from Monday to Friday, between 9:00 a.m. and 1:00 p.m. and between 2:00 and 5:00 p.m., or by sending an email to the following address [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it).

Information and/or clarification on the Call can be obtained via the virtual help desk, without appointment Monday and Tuesday from 9:00 to 11:30 a.m., or by appointment

Tuesday and Thursday from 2:00 to 3:30 p.m. – Wednesday and Friday from 9:00 a.m. to 12:00 noon, or by sending an email to [ases.dirittoallostudio@unibo.it](mailto:ases.dirittoallostudio@unibo.it).

Communications about the call for applications will be sent to the institutional email address [@studio.unibo.it](mailto:@studio.unibo.it).

NOTES:

- a. The application will only be valid if the student completes the procedure described above;
- b. It is important to check all the contact details indicated;
- c. Applications cannot be submitted to the offices on paper or by email.

The residence self-certification form attached hereto must be filled out, signed and attached to the application, subject to exclusion from the call.

The application will only be valid if the student completes the procedure described above. Applications cannot be submitted to the offices on paper or by email.

**PLEASE NOTE:**

The online application procedure automatically checks whether the applicant is enrolled in the 2023/2024 academic year (for medical and non-medical Specialisation Schools in the healthcare field, reference is made to the 2022/2023 academic year). All other participation requirements will be checked by the offices, in accordance with the Call, after the closing date for applications.

Any information about the application status (e.g. “Application submitted”) displayed in the online procedure only concerns the technical aspects of the procedure itself. No information of this type should be construed as meaning that the application is complete/eligible/valid for the purposes of this call for applications.

**HOW TO SUBMIT THE DOCUMENTATION ON FINANCIAL STATUS**

For the purpose of participating in this call, consideration will be given to the ISEE certificate for benefits supporting the right to higher education, to be submitted as follows.

**STUDENTS WHO HAVE ALREADY SUBMITTED THEIR ISEE 2023 CERTIFICATE** for calculation of their tuition fee or for other benefits in the 2023/2024 academic year **are not required to submit it again**. The Administration will use the information already entered also for the purposes of this call.

**STUDENTS WHO HAVE NOT SUBMITTED THEIR ISEE 2023 CERTIFICATE** for calculation of their tuition fee or for other benefits in the 2023/2024 academic year **must submit their ISEE 2024 certificate**, unless they have already entered it into the ER.GO platform for calculation of their tuition fee or for other University or ER.GO benefits in the 2024/2025 academic year. In this case, the Administration will use the information already entered also for the purposes of this call.

For the purposes of this call, consideration will be given to the last ISEE certificate submitted.

**In order to submit the ISEE 2024 certificate, the following provisions apply.**

**ITALIAN – EU – OECD COUNTRY STUDENTS**

To submit your ISEE certificate for the purposes of this call, **you must** log on using your SPID credentials to the “Servizi online” (Online services) section of the ER.GO website and fill in the “Dati personali” (Personal

data) and “Dati economici” (Economic data) sections **by the closing date for applications**. In the “Economic data” section, enter the Single Declaration in Lieu (DSU) protocol number assigned by INPS, which is necessary to obtain your ISEE certificate.

International students who are EU or OECD country nationals and cannot apply for an ISEE certificate can find detailed information about how to submit the documentation for the calculation of their financial status on the University website at [www.unibo.it/DocumentiEsenzioniTasse](http://www.unibo.it/DocumentiEsenzioniTasse).

If not resident in Italy, these students must access the ER.GO Online services platform with their University credentials.

PLEASE NOTE: All documentation relating to the financial status will be checked thoroughly by ER.GO. If the outcome is negative, any benefits will be revoked.

#### **STUDENTS FROM PARTICULARLY POOR AND DEVELOPING COUNTRIES – NON-EU AND NON-OECD COUNTRIES**

For international students who are nationals of one of the countries included in one of the following lists [www.unibo.it/PaesiParticolarmentePoveri](http://www.unibo.it/PaesiParticolarmentePoveri) or [www.unibo.it/PaesiNonOcse](http://www.unibo.it/PaesiNonOcse), a fixed and subsidised contribution is envisaged without the need to submit any documents relating to their financial status; they may therefore decide to submit the financial documentation, as indicated on the University website at [www.unibo.it/DocumentiEsenzioniTasse](http://www.unibo.it/DocumentiEsenzioniTasse), for the sole purpose of participating in this call.

To this end, students must access the “Online services” section of the ER.GO website, fill in the “Personal data” section and tick the box “Accetto la contribuzione in misura fissa” (I accept the flat-rate contribution) that pops up before accessing the “Economic data” section.

The documentation for the sole purposes of this call must be submitted by the closing date for applications.

PLEASE NOTE: All documentation relating to the financial status will be checked thoroughly by ER.GO. If the outcome is negative, any benefits will be revoked.

#### **STUDENTS WHO ARE CHILDREN OF UNIBO EMPLOYEES**

For those who have applied for exemption from the overall tuition fee for enrolment in first, second and single cycle degree programmes at the University of Bologna because they are children of Professional Staff or Foreign Language Instructors at the University, the ISEE 2023 or ISEE 2024 certificate submitted to the competent Student Administration Office will be automatically acquired, provided that it is submitted by the closing date of this call for applications and it is also valid for benefits supporting the right to higher education.

Students can obtain help or guidance in completing their online application by calling the Studenti Online Help Desk at the following number: +39 0512080301, Monday to Friday, between 9:00 a.m. and 1:00 p.m. and between 2:00 and 5:00 p.m., or by sending an email to the following address [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it).

Information and/or clarification on the Call can be obtained by sending an email to the following address [ases.dirittoallostudio@unibo.it](mailto:ases.dirittoallostudio@unibo.it).

All communications about this call for applications will be sent to the institutional email address [@studio.unibo.it](mailto:@studio.unibo.it).

#### **Art. 5 – Publication of ranking lists - Appeals**

1. The temporary and final ranking lists will be published on Studenti Online.
2. Students can appeal against the temporary ranking list by sending an email from their institutional email address (name.surname@studio.unibo.it) to [ases.dirittoallostudio@unibo.it](mailto:ases.dirittoallostudio@unibo.it). The appeal must include the reason for the appeal and the student’s requests.

The appeal must be filed strictly within 7 business days of the publication of the temporary ranking list. Any appeals received after that date will be dismissed.

3. After considering any appeals and checking the admission requirements, the University will publish the final ranking list within 60 days of the deadline for appeals.

4. Appeals against the final ranking list may only be filed with the Regional Administrative Court.

#### **Art. 6 – Checks**

1. The University will check the veracity of all self-certifications provided by students to participate in this call having regard to the possession of the applicable merit and enrolment requirements.
2. Self-certifications and documents relating to financial requirements will be checked by ER.GO on behalf of the University by querying the databases that feed the ISEE information system, first and foremost those of the Italian Revenue Agency and INPS.
3. ER.GO will thoroughly check all self-declarations in the Single Declaration in Lieu (DSU) and any ISEE certificates that contain omissions or discrepancies detected directly by the Italian Revenue Agency or INPS. Students may be asked to submit additional documentation to prove that the information in the DSU is complete and correct. Also based on these checks, ER.GO will send the Italian Revenue Agency the lists of recipients, for the purpose of planning audits by the Italian Tax Police, in order to verify the income and assets declared according to selection criteria.
4. In any case, at least 20% of eligible candidates will be randomly chosen and audited by sending the lists of recipients to the Headquarters of the Italian Tax Police. Audits may be extended to all eligible candidates.

#### **Art. 8 – Penalties**

1. If the above checks reveal that false statements have been made or forged documents have been produced in order to obtain a benefit pertaining to the University or ER.GO, or relating to a call for applications managed by the University on behalf of other entities, the eligibility for this call will be immediately revoked. In addition, an administrative sanction will be imposed, in accordance with the relevant regulations, consisting of the payment of a sum three times the amount received.
2. The University is under an obligation to report any false statements to the judicial authority, for the latter to consider if any offence has been committed.

#### **Art. 9 – Personal data**

Information on the processing of the personal data collected by the University through the applications to participate in this call is published on the University website at <https://www.unibo.it/en/university/privacy-policy-and-legal-notes/privacy-policy/information-for-students>.