



AREA BIBLIOTECHE E SERVIZI ALLO STUDIO

RIGHT TO HIGHER EDUCATION UNIT

CALL FOR APPLICATIONS FOR THE AWARD OF 350 GRANTS IN THE AMOUNT OF 2000.00 EUROS TO UNIVERSITY STUDENTS FACED WITH DIFFICULTIES ENROLLED FOR THE 2021/2022 ACADEMIC YEAR
CLOSING DATE FOR APPLICATIONS: 30 SEPTEMBER 2022 at 12.00 am (ID 2342)

ART. 1 – Purpose

The Alma Mater Studiorum - University of Bologna has issued a call for applications for the award of **350 grants, amounting to EUR 2,000.00 each** (gross of the statutory taxes to be borne by the awarding body and the recipient), to assist students enrolled at the University of Bologna for the 2021/2022 academic year, who are faced with particular personal, family or economic difficulties that compromise the continuation their University studies due to (incomplete list providing examples):

- death of an income earner in the household;
- loss of employment by an income earner in the household;
- suspension of work (lay-off - suspension of entrepreneurial activity) by an income earner in the household;
- serious illness of the student or a family member of the same;
- natural disasters.

All difficulties must be adequately documented and have an objectively adverse impact on the academic studies of the student.

In this context, participants are asked to attach to their applications the self-certification form referred to in art. 5 below and all suitable documentation in support of their declarations.

Applications of a general nature or submitted without reasons will not be considered, neither will those submitted without sufficient evidence to verify the specific difficulty faced by the participant.

Similarly, applications will not be considered if they only make reference to the ISEE amount.

ART. 2 – Requirements for participation

In order to participate in this call for applications, it is necessary to satisfy **all of the following requirements** on the above closing date:

- a) be enrolled for the **2021/2022 academic year** on one of the following degree programmes:
 - First-cycle degree, from the 2nd year of enrolment to the 1st year past the envisaged completion time;
 - Second-cycle degree, from the 1st year of enrolment to the 1st year past the envisaged completion time;
 - Single-cycle degree and Primary Teacher Education programme, from the 2nd year of enrolment to the 2nd year past the envisaged completion time;
- b) not be more than 32 years of age (the candidate's 32nd birthday must be after the closing date for the call for applications);
- c) satisfy the following requirements regarding economic status:
 - ISEE less than or equal to € 28,000.00



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- ISPE less than or equal to € 62,000.00

NB: see art. 3 for instructions on submitting the ISEE

d) have earned the following minimum number of University credits by **31 December 2021**:

First-cycle degree programmes	Number of credits at 31/12/2021
For 2nd year (first enrolment AY 2020/2021)	18
For 3rd year (first enrolment AY 2019/2020)	36
1st year past envisaged completion time (first enrolment AY 2018/2019)	54

Single-cycle degree programmes over 5 years	Number of credits at 31/12/2021
For 2nd year (first enrolment AY 2020/2021)	18
For 3rd year (first enrolment AY 2019/2020)	36
For 4th year (first enrolment AY 2018/2019)	54
For 5th year (first enrolment AY 2017/2018)	72
1st year past envisaged completion time (first enrolment AY 2016/2017)	90
2nd year past envisaged completion time (first enrolment AY 2015/2016)	108

Single-cycle degree programmes over 6 years	Number of credits at 31/12/2021
For 2nd year (first enrolment AY 2020/2021)	18
For 3rd year (first enrolment AY 2019/2020)	36
For 4th year (first enrolment AY 2018/2019)	54
For 5th year (first enrolment AY 2017/2018)	72
For 6th year (first enrolment AY 2016/2017)	90
1st year past envisaged completion time (first enrolment AY 2015/2016)	108
2nd year past envisaged completion time (first enrolment AY 2014/2015)	126



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Second-cycle degree programmes	Number of credits at 31/12/2021
For 2nd year (first enrolment AY 2020/2021)	18
For 3rd year (first enrolment AY 2019/2020)	36

There are no merit requirements for students enrolled in the first year of First, Second and Single cycle degree programmes or those enrolled in PhD programme degrees.

NOTES ON THE REQUIREMENTS OF MERIT

Credits obtained are valid only if recognised for the course of study the student is requesting benefits for, even if different from that of the previous year. CFU obtained means those deriving from exams recorded by 31 December 2021.

The aforementioned year of enrolment is identified starting from the year of first enrolment and up to the current enrolment at the University of Bologna, regardless of the year of the course in which the student may be enrolled following any recognition of previous careers. For example: for students enrolled in the academic year 2020/21 who transfer in the academic year 2021/22 and are readmitted to the first year, for the assessment of merit, enrolment in the academic year 2020/2021 is taken into account (not the year of admission to the new course).

Special provisions:

For those who pass or transfer from degree programmes to single-cycle / second-cycle degree programmes, the merit is calculated based on the number of credits or exams recognized in the chosen course, taking into account the year of the course in which the student was admitted.

For students who have attended periods of study abroad and have been admitted to years subsequent to the first, the year of first enrolment takes the year of the course they are enrolled in as the year of reference.

In the event of a course change and transfer from another University, the credits obtained in the starting course are considered valid only if recognised as valid (even partially) in the course of destination.

In the event of enrolment following a previous withdrawal, forfeiture or for the attainment of a second degree, any credits recognised as valid from the previous career shall not be considered valid for the purposes of this competition.

Neither recognised credits deriving from previous single learning activities, nor those relating to additional learning obligations, shall be considered valid.

The credits obtained by students at foreign universities, even if obtained during exchange programmes, will be taken into consideration only if awarded by 31 December 2021 and registered in their career.

Students cannot participate in this call for applications if they are enrolled in a degree programme that awards a qualification identical to or lower than that already held.



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ART. 3 – Application procedures

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 University username and password;
2. click on the “calls for applications” button;
3. select “Call for applications for the award of grants to University students faced with difficulties enrolled for the 2021/2022 academic year at the University of Bologna”.

Only students who satisfy the requirements specified in art. 2 of this call will be able to complete the online application.

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

The application to participate must be accompanied by the following documents:

1. Self-certification form detailing the difficult situation that justifies participation in the call (art. 1) - **TO BE ATTACHED, SUBJECT OTHERWISE TO EXCLUSION;**
2. Any documentation evidencing the difficult situation (in the event of illnesses affecting the applicant or immediate family, attach suitable certification issued by the relative National Health Service structures)

All documentation must be attached solely in PDF format

NB: self-certifications will be considered valid only if signed by the candidate

The presentation of the ISEE 2022 certificate for services for the right to university study is required as indicated below by and no later than the deadline of the call.

HOW TO SUBMIT FINANCIAL STATUS DOCUMENTATION

For those who, at the time of applying for this call, have already submitted the ISEE for calculating the student contribution for the A.Y. 2022/2023 or for other University or ER.GO benefits, no further submission is required: the administration will acquire the data already entered for the purposes of this call as well.

For those who have not yet submitted the ISEE for other purposes and intend to do so for this call, the following provisions apply.

STUDENTS FROM ITALY- EU - OECD COUNTRIES

To submit the ISEE for the purposes of this call for applications, it is mandatory to access the "Online Services" section of the ER.GO website using SPID credentials and fill in the "Personal data" and "Economic data" sections by the deadline of the announcement. In the "Economic data" section, the INPS protocol number of the Single Substitute Declaration (DSU) which is needed to obtain the ISEE must be entered.

The presentation of the ISEE made for the purposes of this call will also be valid for the calculation of student fees due for enrolment in the academic year 2022/2023 only if submitted no later than 15



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November 2022 at 18:00. ISEEs submitted after 15 November 2022 at 18:00 will be valid only for the purposes of this call.

For international students with EU or an OECD COUNTRY nationality who cannot apply for the ISEE, detailed information on how to submit the documentation for calculating financial status can be checked on the University Portal at the page: www.unibo.it/DocumentiTasseInternazionali.

Such students, if not resident in Italy, can access the ER.GO Online Services platform with their university username and password.

The presentation of the documentation will also be valid for the calculation of student fees due for enrolment in the academic year 2022/2023 only if it is made no later than 15 November 2022 at 18:00. In the event of submission after 15 November 2022 at 18:00, as long as it is within the deadline date of the announcement, it will be valid only for the purposes of this call.

ATTENTION: all the documentation relating to financial conditions will be subject to thorough checks by ER.GO; if these are not passed, the benefits awarded will be revoked.

STUDENTS FROM PARTICULARLY POOR AND DEVELOPING COUNTRIES - NON-EU COUNTRIES AND NON-OECD MEMBERS

For international students with nationality of one of the countries included in one of the following lists www.unibo.it/PaesiParticolarePoveri or www.unibo.it/PaesiNonOcse, a fixed and facilitated contribution is required with no need to present documentation on financial conditions; these students may therefore decide to submit the financial documentation, as specified on the University Portal at the page www.unibo.it/DocumentiTasseInternazionali, for the sole purpose of participating in this call.

To this end, students who apply by 15 November 2022 at 18:00 must access the "Online Services" from the ER.GO website, fill in the "Personal data" section and check the box "I accept the contribution in a fixed amount" which will be displayed before accessing the "Economic data" section.

Students who apply after 15 November 2022 at 18:00 must access the "Online services" from the ER.GO website and fill in the "Personal data" and "Economic data" sections.

The presentation of the documentation for the sole purposes of this call must take place by the deadline of the announcement.

ATTENTION: all the documentation on financial conditions will be subject to thorough checks by ER.GO; if these are not passed, the benefits awarded will be revoked.

STUDENTS WHO ARE CHILDREN OF UNIBO PROFESSIONAL STAFF

For those who have requested the exemption from the all-inclusive contribution for enrolment in first, second and single-cycle degree programmes at the University of Bologna as children of University Professional Staff, the ISEE 2022 presented at the Student Administration Office of reference will be acquired ex-officio, provided that it is presented by the expiry date of this call and is also valid for subsidised services relating to the right to university study.

For the academic year 2022/2023, taking into account the ongoing conflict, special facilitations are envisaged for students of Ukrainian nationality and residing in Ukraine for access to benefits relating to the presentation of documentation of family financial conditions.



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Students can obtain help or guidance in completing their online application by calling the Studenti Online Help Desk at the following number: +39 0512080301 from Monday to Friday, between 9 am and 1 pm and between 2 pm and 5 pm, or by sending an email to the following address help.studentionline@unibo.it.

Students can obtain information and/or clarification about the call for applications by sending an email to the Study Grant Office at the following address uborstudio@unibo.it.

Communications regarding the call for applications will be sent to the institutional email address ending in @studio.unibo.it.

ART. 4 – Preliminary verification of the applications to participate

The applications will be assessed by the Award Committee referred to in article 5 following the checks carried out by the offices on:

- the admissibility or completeness of the application based on the requirements set out in article 3 of this call for applications;
- whether the requirements for participation set out in article 2 of this call for applications are met.

Candidates will be notified of the outcome of the aforementioned checks via the Studenti Online application in the section containing the details of the application to participate. Candidates may appeal said decision by sending an email to the Study Grant Office at the following address: uborstudio@unibo.it within the strict term of 10 days of publication, which will be communicated via an email sent to the University email address ending in @studio.unibo.it.

ART. 5 – Award Committee and award of grants

The grants will be awarded by an Award Committee appointed by the Rector, which will assess the difficulties with reference to the specific self-certifications submitted by the participants and the documentary evidence provided.

The Committee will only take account of situations relating to facts that arose or that in any case took effect in the past two years.

Working on a case-by-case basis, the Committee will consider the impact of each difficult situation on the course of study undertaken by the student concerned, paying particular attention to the continuation of studies.

Priority will be given to those who:

- were suitable for an ER.GO study grant in the 2021/2022 academic year but who had not earned enough credits for the confirmation of that grant by 10/08/2022;
- are enrolled on a first- or single-cycle degree programme;
- demonstrate the greatest economic difficulty;
- have earned a larger number of University credits in respect of the year of the course frequented, based on the candidate's academic results as at the date of the Award Committee session.

Applications from students who received grants in earlier academic years will only be considered if insufficient applications are received from students who did not receive that benefit.

The Committee will only consider applications from students who obtained an ER.GO study grant for the 2021/2022 academic year if insufficient applications are received from students who did



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not receive that benefit. In this case, the Committee will take into account the amount of the grant obtained.

ART. 6 – Incompatibility

The grant is incompatible with the special grants awarded by ER.GO for the 2021/2022 academic year.

The grant is also incompatible with the special financial measures made available by the University and ER.GO in the context of the joint call for applications for the assignment of benefits to students facing particular difficulties - 2021/2022 academic year.

ART. 7 – Disbursement of grants

The University Administration will notify the outcome of this call for applications to all participants, by email sent to their *institutional email address @studio.unibo.it*.

The grant will be disbursed by the Regional Board for the Right to Higher Education (ER.GO) – in the context of inter-institutional collaboration with the University of Bologna.

ART. 8 – Enquiries and penalties

The University will check the veracity of all self-certifications provided by students applying to participate in this call.

The checks on the self-certifications relating to the economic status of students who have foreign income and/or assets will be carried out by ER.GO on behalf of the University, based on the documentation supplied by the students concerned.

The checks on the ISEE certificates submitted by students whose immediate family has income and/or assets in Italy will be carried out by ER.GO on behalf of the University. These checks will address those ISEE certificates that highlight non-conformities and/or omissions identified directly by the Tax Authorities and/or by INPS, as well as - on a sample basis - the self-declared components of the DSU. For this purpose, ER.GO may request the persons concerned to provide suitable documentation evidencing the completeness and veracity of the data indicated in the DSU. Based in part on these checks, the Tax Authorities will be sent lists of positions to be audited by the Tax Police in order to verify the income and assets declared.

In the event that, from the above checks, it appears that a false declaration has been made or that falsified documents have been presented to obtain a benefit provided by the University or ER.GO, or relating to a call procedure managed by the University on behalf of other bodies, the benefit referred to in this call will be revoked with immediate effect and any sums already paid will be recovered.

Furthermore, an administrative fine will be imposed, in accordance with the current legislation on the matter, consisting of the payment of three times the amount received.

ART. 9 - Personal Data

Information on the processing of personal data provided in the applications to participate in this call is available on the University Portal at the following web page:

[Information for students on the processing of personal data – University of Bologna \(unibo.it\)](#).

HEAD OF ADMINISTRATIVE
DIVISION

signed Michele Menna