



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

AREA SERVIZI STUDENTI

CALL FOR APPLICATIONS FOR THE AWARD OF 427 GRANTS IN THE AMOUNT OF 2000.00 EUROS TO UNIVERSITY STUDENTS FACED WITH DIFFICULTIES ENROLLED FOR THE 2022/2023 ACADEMIC YEAR

CLOSING DATE FOR APPLICATIONS: 20 OCTOBER 2023 12:00 noon (ID 3072)

ART. 1 – Purpose

The Alma Mater Studiorum - University of Bologna has issued a call for applications for the award of **427 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 2022/2023 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 **in a.v. 2022/2023** on one of the following degree programmes:
 - First-cycle degree, from the 2nd year of enrolment to the 3rd year past the envisaged completion time;
 - Second-cycle degree, from the 1st year of enrolment to the 3rd year past the envisaged completion time;
 - Single-cycle degree and Primary Teacher Education programme, from the 2nd year of enrolment to the 3rd year past the envisaged completion time;those who are enrolled at the same time in two degree programmes pursuant to Law no. 33/2022 may only apply for this call for applications for the programme for which they have exercised the option relating to the right to higher education benefits;
- 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
 - ISPE less than or equal to € 62,000.00
- d) have earned the following minimum number of University credits by **31 December 2022**:

First-cycle degree programmes	Number of credits at 31/12/2022
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Right to Higher Education Unit | Study Grant Office

Via Marsala 49 | 40100 Bologna | Italia | uborstudio@unibo.it



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Year of enrolment	Credits
2nd year (first enrolment a.y. 2021/2022)	18
3rd year (first enrolment a.y. 2020/2021)	36
1st year past the envisaged completion time (first enrolment AY 2019/2020)	54
2nd year past the envisaged completion time (first enrolment AY 2018/2019)	72
3rd year past the envisaged completion time (first enrolment AY 2017/2018)	90

Single-cycle degree programmes over 5 years	Number of credits at 31/12/2022
Year of enrolment	Credits
2nd year (first enrolment a.y. 2021/2022)	18
3rd year (first enrolment a.y. 2020/2021)	36
4th year (first enrolment a.y. 2019/2020)	54
5th year (first enrolment a.y. 2018/2019)	72
1st year past the envisaged completion time (first enrolment AY 2017/2018)	90
2nd year past the envisaged completion time (first enrolment AY 2016/2017)	108
3rd year past the envisaged completion time (first enrolment AY 2015/2016)	126

Single-cycle degree programmes over 6 years	Number of credits at 31/12/2022
Year of enrolment	Credits
2nd year (first enrolment a.y. 2021/2022)	18
3rd year (first enrolment a.y. 2020/2021)	36
4th year (first enrolment a.y. 2019/2020)	54
5th year (first enrolment a.y. 2018/2019)	72
6th year (first enrolment a.y. 2017/2018)	90
1st year past the envisaged completion time (first enrolment AY 2016/2017)	108
2nd year past the envisaged completion time (first enrolment AY 2015/2016)	126
3rd year past the envisaged completion time (first enrolment AY 2014/2015)	144

Second-cycle degree/Two-year Master - 120 ECTS	Number of credits at 31/12/2022
Year of enrolment	Credits
2nd year (first enrolment a.y. 2021/2022)	18
1st year past the envisaged completion time (first enrolment AY 2020/2021)	36
2nd year past the envisaged completion time (first enrolment AY 2019/2020)	54
3rd year past the envisaged completion time (first enrolment AY 2018/2019)	72



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For those enrolled in the first year of Second cycle degree programmes, there is no university credit requirement.

THE CALL IS NOT OPEN TO:

- a) students enrolled in a degree programme that awards a qualification identical to or lower than that already held.
- b) foreign students who obtain recognition or equivalence of an academic qualification obtained abroad of equivalent or higher value than the one for which they are enrolling;
- c) students who have made false statements or produced forged documents in order to obtain a benefit from the University or ER.GO, or relating to a call for applications run by the University on behalf of other entities.

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

NOTES ON MERIT REQUIREMENTS

Instructions regarding the achievement and assessment of merit requirements

The credits earned are only valid if recognised for the degree programme for which the student requests the benefits, even if different to that followed in the preceding year. The University credits earned are understood to be those deriving from exams recorded and registered by 31/12/2022.

The year of enrolment indicated above is identified commencing from the year of first matriculation until the current year of enrolment at the University of Bologna, regardless of the year of the degree programme in which the student may be enrolled after the recognition of any previous academic careers. For example: for a student who matriculated in a.y. 2021/22 and who transferred or changed in a.y. 2022/23 with readmission to the first year, the assessment of merit will reference the matriculation in a.y. 2021/2022 and not the year of the new degree programme to which the student has been admitted.

Special Provisions:

For students who change or transfer from first cycle degree programmes to second or single cycle degree programmes, merit is calculated with reference to the number of credits or exams recognised by the chosen degree programme, having regard for the year of the degree programme to which the student has been admitted.

If students have carried out periods of study abroad and have been admitted to years subsequent to the first, the year of first enrolment is identified with reference to the year of the degree programme in which they are enrolled in.

In the event of changing degree programme or transferring from another University, credits earned during the old degree programme are only deemed (even partially) valid if recognised by the new degree programme.

In the event of matriculation following a previous withdrawal or loss of student status, or to obtain another first-cycle degree, any recognised credits originating from the previous academic degree are not deemed valid for the purposes of this call for applications.

Recognised credits deriving from previous individual learning activities are not deemed valid and neither are those relating to additional learning activities.

The credits obtained by students at foreign Universities, whether in the context of participation in exchange programmes or otherwise, are only considered if obtained by 31 December of the year of enrolment and registered in their record-books.

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:

Right to Higher Education Unit | Study Grant Office

Via Marsala 49 | 40100 Bologna | Italia | uborstudio@unibo.it



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1. access studenti.unibo.it using your SPID credentials;
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 2022/2023 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.

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.

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.

PLEASE NOTE: those who are enrolled at the same time in two degree programmes pursuant to Law no. 33/2022, must apply with the matriculation number of the programme for which they have exercised the option relating to the right to higher education benefits.

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 ISEE 2023 certificate for benefits relating to the right to University education must be submitted in the manner described below by no later than the closing date for applications.

HOW TO SUBMIT THE DOCUMENTATION ON ECONOMIC STATUS

Students do not need to do anything if they submitted the ISEE 2023 for the calculation of their tuition fee or other University or ER.GO benefits for a.y. 2023/2024 academic year prior to applying to participate in this call. The Administration will use the data already entered also for the purposes of this call.

For those who have not yet submitted the ISEE 2023 for other purposes and intend to do so for this call for applications, the following provisions apply.

ITALIAN - EU - OECD COUNTRY STUDENTS

To submit the ISEE for the purpose of this call, **you must** log on using your SPID credentials to the "Online Services" section of the ER.GO website and fill in the "Dati personali" (Personal details) and "Dati economici" (Economic data) sections **before the call deadline**. The "Economic Data" section requires the Self Certification (DSU) registration number obtained from INPS, which is needed to obtain the ISEE.

Submission of the ISEE for the purposes of this call is also valid for the calculation of the tuition fee payable on enrolment for a.y. 2023/2024.

International students of EU or OECD country nationality who cannot request the ISEE can find detailed information about how to submit the documentation for the calculation of their economic status on the University website at the following link www.unibo.it/DocumentiTasseInternazionali.

If not resident in Italy, these students must access the ER.GO On-line Services platform with their University credentials.



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The submission of documentation will also be valid for the calculation of student contributions due for enrolment in a.y. 2023/2024.

PLEASE NOTE: All documentation relating to the economic conditions will be verified and checked thoroughly by ER.GO and in the event of a negative outcome the benefits obtained 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 or www.unibo.it/PaesiNonOcse, a fixed and subsidised contribution is envisaged without the need to submit documentation on economic conditions; they may therefore decide to submit economic documentation, as indicated on the University Portal at www.unibo.it/DocumentiTasseInternazionali, for the sole purpose of participating in this call.

To this end, students must access the “Servizi on line” on the ER.GO website, fill in the 'Personal details' section and tick the box 'I accept the flat-rate contribution' which will be proposed before accessing the 'Financial data' section.

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

PLEASE NOTE: All documentation relating to the economic conditions will be verified and checked thoroughly by ER.GO and in the event of a negative outcome the benefits obtained 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 technical and administrative staff or Foreign Language Instructors at the University, the ISEE 2023 submitted to the related student administration office will be automatically acquired, provided that it is submitted by the deadline of this call for applications and it is also valid for special subsidies in relation to 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 from Monday to Friday, between 9 am and 1 pm and between 2 pm and 4 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.

Information on the call - participation requirements/award criteria - can be obtained from the Study Grant Office at uborstudio@unibo.it or via the virtual help desk <https://sportelli.unibo.it/services/22> during the following times by appointment:

Monday and Tuesday: from 09:00 to 11:30

Tuesday and Thursday: from 14:00 to 15:30

Wednesday and Friday: from 09:00 to 12:00

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 following the checks carried out by the offices on:

- admissibility or completeness of the application
- possession of the participation requirements.

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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 10 days following publication. After this deadline, appeals will not be accepted.

ART. 5 – Award Committee and award of grants

The grants will be awarded following the judgement of a Committee appointed by the Rector on the basis of the following criteria, listed in order of priority:

- having been eligible for the ER.GO study grant for the 2022/2023 academic year and not having met the merit requirements for its confirmation, provided that you are not one of the beneficiaries of ER.GO's extraordinary measures to support students affected by the May 2023 floods;
- lowest number of university credits required in order graduate;
- lower ISEE

For applications with the same total score, the following preferential criteria will be applied, listed in order of priority:

- enrolment in first cycle or single cycle degree programmes;
- younger age.

ART. 6 – Incompatibility

The grant is incompatible with study grants and special grants awarded by ER.GO for the referred 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 for the referred 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.



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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 benefit referred to in this call will be revoked with immediate effect and any sums already paid will be recovered. 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.

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