



ALMA MATER STUDIORUM | AREA
UNIVERSITÀ DI BOLOGNA | SERVIZI STUDENTI

**CALL FOR APPLICATIONS FOR THE AWARD OF NO. 327 GRANTS OF €2,000.00 EACH TO
UNIVERSITY STUDENTS IN DIFFICULT CIRCUMSTANCES ENROLLED IN THE 2023/2024
ACADEMIC YEAR**

CLOSING DATE FOR APPLICATIONS: 05 SEPTEMBER 2024 12:00 noon (ID 3631)

ART. 1 – Purpose

Alma Mater Studiorum – Università di Bologna has issued a call for applications for the award of **no. 327 grants, amounting to €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 2023/2024 academic year, who are experiencing particular personal, family and economic hardship such as to jeopardise the continuation of their studies due to (including but not limited to):

- 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) of an income earner in the household;
- serious illness affecting the student or a member of their household;
- natural disasters.

Any difficult circumstances must be adequately documented and have an objectively adverse impact on the applicant's studies.

For this purpose, applicants are required 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 justification or sufficient evidence to verify the specific circumstances faced by the applicant will not be considered.

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, applicants must satisfy **all of the following requirements** on the above closing date:

- a) be enrolled for the **2023/2024 academic year** on one of the following degree programmes:
 - First cycle degree programme, from the 2nd year of enrolment to the 3rd year *fuori corso* (past envisaged completion time);
 - Second cycle degree programme, from the 1st year of enrolment to the 3rd year *fuori corso* (past envisaged completion time);
 - Single cycle degree and Primary Teacher Education programme, from the 2nd year of enrolment to the 3rd year *fuori corso* (past envisaged completion time);

PLEASE NOTE: 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.

- b) be less than 32 years of age (the applicant'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
- d) have earned the following minimum number of University credits (CFU) by **31 December 2023**:

First cycle degree programmes	Number of credits at 31/12/2023
Year of enrolment	Credits
2nd year (first enrolment 2022/2023 academic year)	18
3rd year (first enrolment 2021/2022 academic year)	36
1st year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2020/2021 academic year)	54
2nd year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2019/2020 academic year)	72
3rd year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2018/2019 academic year)	90

5-year single cycle degree programmes	Number of credits at 31/12/2023
Year of enrolment	Credits
2nd year (first enrolment 2022/2023 academic year)	18
3rd year (first enrolment 2021/2022 academic year)	36
4th year (first enrolment 2020/2021 academic year)	54
5th year (first enrolment 2019/2020 academic year)	72
1st year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2018/2019 academic year)	90
2nd year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2017/2018 academic year)	108
3rd year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2016/2017 academic year)	126

6-year single cycle degree programmes	Number of credits at 31/12/2023
Year of enrolment	Credits
2nd year (first enrolment 2022/2023 academic year)	18
3rd year (first enrolment 2021/2022 academic year)	36
4th year (first enrolment 2020/2021 academic year)	54
5th year (first enrolment 2019/2020 academic year)	72
6th year (first enrolment 2018/2019 academic year)	90
1st year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2017/2018 academic year)	108
2nd year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2016/2017 academic year)	126
3rd year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2015/2016 academic year)	144



Second cycle degree programmes	Number of credits at 31/12/2023
Year of enrolment	Credits
2nd year (first enrolment 2022/2023 academic year)	18
1st year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2021/2022 academic year)	36
2nd year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2020/2021 academic year)	54
3rd year <i>fuori corso</i> (past envisaged completion time) (first enrolment 2019/2020 academic year)	72

No University credit requirement applies to students enrolled in the first year of second cycle degree programmes.

THE CALL IS NOT OPEN TO:

- a) students who enrol 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 enrol.

PLEASE NOTE: See Art. 3 for instructions on submitting the ISEE certificate

NOTES ON MERIT REQUIREMENTS

Instructions regarding the achievement and assessment of merit requirements.

Any credits earned are only valid if recognised for the degree programme for which the student applies, even if different from the one in which they were enrolled in the previous year. The University credits earned are understood to be those deriving from exams recorded and registered by 31/12/2023.

The year of enrolment indicated above is identified commencing from the year of first matriculation until the current year of enrolment in the University of Bologna, regardless of the year of the degree programme in which the student may be enrolled following recognition of any previous academic careers. For example: for a student who matriculated in the 2022/2023 academic year and who transferred or changed in the 2023/2024 academic year with readmission to the first year, the assessment of merit will consider matriculation in the 2022/2023 academic year 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 the event of changing degree programme or transferring from another university, any 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 withdrawal or loss of student status, or to obtain another first cycle degree, any recognised credits originating from the previous academic career are not deemed valid for the purposes of this call for applications.

Recognised credits deriving from previous individual learning activities or additional learning requirements are not deemed valid.

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

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 SPID credentials;
2. click on the “calls for applications” button;
3. select “Call for applications for the award of grants to university students in difficult circumstances enrolled in the 2023/2024 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: Students who are enrolled in two degree programmes at the same time, pursuant to Law 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 must be accompanied by the following documents:

1. Self-certification form (if completed by hand, please write in block letters) **briefly (max. 2 pages)** detailing the difficult circumstances that justify participation in the call (Art. 1) – **TO BE ATTACHED SUBJECT TO EXCLUSION;**
2. Any additional documentation evidencing the difficult circumstances in question (in the event of an illness affecting the applicant or their immediate family, please attach suitable certification issued by the Italian National Health Service)

All documentation must be attached solely in PDF format

PLEASE NOTE: Self-certifications will be considered valid only if signed by the applicant

HOW TO SUBMIT THE DOCUMENTATION ON ECONOMIC STATUS

The ISEE 2024 certificate for benefits relating to the right to university education must be submitted in the manner described below **by no later than 05 September 2024.**

Students who have already submitted their ISEE 2024 certificate for calculation of their tuition fee or for other University or ER.GO benefits in the 2024/2025 academic year before applying for this call are not required to do anything else. The Administration will use the information already

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entered for the purposes of this call as well.

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 of the call, i.e. 05 September 2024.**

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. On 4 and 5 September, if you are not in possession of the INPS protocol number of the Single Declaration in Lieu yet, you may enter the sender protocol number stated in the receipt issued at the time of applying for the ISEE certificate. The ISEE certificate for the purposes of this call will also be valid for calculation of the tuition fee payable on enrolment in the 2024/2025 academic year.

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 economic status on the University website at www.unibo.it/DocumentiTasseInternazionali.

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

The documents submitted will also be valid for calculation of the tuition fee payable on enrolment in the 2024/2025 academic year.

PLEASE NOTE: All documentation relating to the economic 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 or www.unibo.it/PaesiNonOcse, a fixed and subsidised contribution is envisaged without the need to submit any documents relating to their economic status; they may therefore decide to submit economic documentation, as indicated on the University website at www.unibo.it/DocumentiTasseInternazionali, 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 of the call.

PLEASE NOTE: All documentation relating to the economic 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 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.

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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 9:00 a.m. and 1:00 p.m. and between 2:00 and 4:00 p.m., 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 9:00 to 11:30 a.m.

Tuesday and Thursday: from 2:00 to 3:30 p.m.

Wednesday and Friday: from 9:00 a.m. to 12:00 noon.

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

ART. 4 – Preliminary checks on applications

The applications will be assessed by the Selection Committee following the checks carried out by the offices on:

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

Applicants will be notified of the outcome of the aforementioned checks via the Studenti Online application in the section containing the details of the application. Applicants may appeal said decision by sending an email to the Study Grant Office at the following address: uborstudio@unibo.it within 10 days of publication. After this deadline, appeals will not be accepted.

ART. 5 – Selection Committee and award of grants

The grants will be awarded based on the decision of a Committee appointed by the Rector. The following criteria apply, in order of priority:

- having been deemed eligible for the ER.GO grant in the 2023/2024 academic year but having failed to acquire the relevant merit requirements for its confirmation;
- lowest number of University credits required in order to graduate;
- lower ISEE.

For applications with the same total score, the following preferential criteria will be applied, 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 academic year in question.



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 award of benefits to students experiencing particularly difficult circumstances for the academic year in question. The grounds for incompatibility will be checked with reference to the closing date of the call.

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 Authority for the Right to Higher Education ER.GO in the context of its 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 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. The checks will address those ISEE certificates that contain non-conformities and/or omissions identified directly by the Italian Revenue Agency and/or by INPS, as well as – on a sample basis – the self-declarations in the DSU. For this purpose, ER.GO may request that the persons concerned provide suitable documentation to prove that the information in the DSU is complete and true.

Also based on these checks, ER.GO will send the Italian Revenue Agency the lists of individuals to be subjected to audits by the Italian Tax Police, in order to verify the income and assets declared. 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 to which this call refers will be immediately revoked and any sums already paid will be claimed back.

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 for this call is available on the University website at

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

HEAD OF DIVISION

Leonardo Piano