



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA
EDUCATION DIVISION

**CALL FOR APPLICATIONS FOR A GRANT TOWARDS FEES
FOR INTERNATIONAL LANGUAGE CERTIFICATES
OBTAINED BETWEEN 08/08/2022 AND 15/09/2023 (UNIVERSITY STUDENTS ONLY)**

DEADLINE FOR APPLICATIONS: 18/09/2023 AT 1PM

In order to promote multilingualism, exchange programmes and students' access to the world of work, the University Language Centre (CLA) of Alma Mater Studiorum University of Bologna is offering a grant towards the cost of obtaining one of the international certificates accepted and recognised for curricular language proficiency examinations administered by the CLA. The level must be at least B2 CEFR or equivalent as indicated in Annex 1, which is an integral part of this call.

Art. 1 – Grant fund

The grant consists in a contribution to obtain one of the international language certificates listed in the table in Annex 1. The amount of the grant (€150, €200 or €250) is given in the same table. Grants will be available until the special fund - which amounts to €200,000 - is exhausted.

Art. 2 – Application requirements

To apply to the call, the following conditions must be met. You must:

1. be enrolled in a First or Second cycle or Single cycle Degree Programme at Alma Mater Studiorum University of Bologna for the academic year 2022/2023;
2. have an ISEE 2023 for uses regarding the right to university study that does not exceed €35,000.00;
3. have obtained one of the language certificates (minimum B2 CEFR) listed in the table in Annex 1. You must have taken the examination and passed it either in Italy or abroad between 08/08/2022 and 15/09/2023.

NB.: you must be in possession of the final certificate by 15/09/2023. Alternatively, a certificate stating the level achieved and issued by the certifying body will be accepted.

Art. 3 – How to present the documentation on your economic position (submitting your ISEE)

In order to apply for this call, you must submit your ISEE 2023 for uses regarding the right to university study according to the following instructions.

Students who have already submitted their ISEE for the calculation of their student grant for the A.Y. 2023/2024, for other university benefits or for ER.GO are not required to do so again. The Administration will acquire and use this data also for the purposes of the present call.

Those students who have not yet submitted their ISEE for other purposes and intend to do so for this call must use their SPID credentials to log on to the section "SERVIZI ONLINE" on the ER.GO website (<https://www.er-go.it/>) and complete the sections "Dati personali" and "Dati economici" by the deadline for the call. In the section "Dati economici", you must insert your INPS protocol number from the "Dichiarazione Sostitutiva Unica" (DSU), which you need in order to obtain your ISEE.

International students who cannot request an ISEE must follow the instructions on how to submit their documentation in order to calculate their economic position, as given on the University Website: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/information-and-economic-documentation-for-fee-exemption>.

N.B.: you must submit your ISEE as outlined above no later than 1pm on 18/09/2023.



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Art. 4 – Deadlines and how to submit your application

The deadline for submission of your application is **1pm on 18/09/2023**.

Your application must be submitted by the deadline and exclusively via the SOL “Studenti Online” app.

To use the app you need to:

1. Log on to studenti.unibo.it using your SPID credentials. Non-EU students who do not have an identity document issued in Italy and who cannot request a SPID can log on with their university credentials;
2. Click on “Bandi”;
3. Choose “Bando AlmaCert”.

Applications must be in the form of one PDF file only. To apply, you must include as an attachment a front/back scan in full colour of your language certificate. To be accepted, the certificate must show the level achieved and be issued by the certifying body.

Only one application (for one certificate) will be accepted.

Students who require help or guidance to complete the online component of the application can telephone the “Studenti Online” Help Desk on this number: + 39 051 2080301 from Monday to Friday 9am-1pm and 2pm-5pm or send an email to: help.studentionline@unibo.it.

For any further information or clarification, contact: cla.almacert@unibo.it.

Correspondence regarding the present call must be sent using your institutional email address: name.surname@studio.unibo.it.

NOTES:

- a. The application will only be deemed valid if the above procedure is followed in full;
- b. All contact details indicated should be checked carefully;
- c. Application cannot be made in paper format or via email to the University offices.

WARNING:

Information regarding the application itself (e.g. “Domanda inserita”) that relates exclusively to the technical aspects of the procedure is visible during the online submission of applications. However, there is no indication during this process to tell you that your application is complete/has been received/is valid for the purposes of this call. All applications will be checked by the relevant offices *after the deadline* to ensure they meet the application requirements and respect the terms of the call.

Article 5 – Exclusion

Students who make false declarations or produce falsified documents in order to obtain a benefit from the University, ER.GO or via any public selection procedure administered by the University for third-party bodies will be excluded from said benefit.

Art. 6 – Criteria to formulate the ranking

The ranking will be formulated on the basis of the lowest ISEE 2023 for uses regarding the right to university study. In the event of equal ISEE values, applicants will be ranked by age, with the youngest first.



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Art. 7 – Ranking publication

The ranking will be made available to the applicants on the SOL “Studenti Online” app in the section giving details of the application.

Art. 8 – Allocation of the contributions

Grants will be awarded by Executive Decision according to the ranking and paid by the university Administration.

The amount of the grant is gross.

Successful applicants will be informed of the steps necessary to receive the grant payment exclusively via email to their institutional email address.

Art. 9 – Correspondence

All correspondence sent by the University to the students who apply for the grant will be via institutional email (name.surname@studio.unibo.it) and will be regarded as having been correctly effected.

Art. 10 – Incompatibility

Certificates awarded within the AlmaEnglish Project of the Alma Mater Studiorum – University of Bologna will not be accepted.

Art. 11 – Verification

a. Language certification checks

All language certificates presented will be checked, including via verification portals as well as direct checks with the certifying bodies. To this end, you may be requested to provide your original language certificate.

b. Verification of documentation regarding your economic position (ISEE)

All the documentation regarding your economic position will be subject to specific verification. Checks on self-certification and on the documentation regarding your economic position will be carried out by ER.GO for the University using the databases that feed the ISEE information system and, in particular, those used by the “Agenzia delle Entrate” (Tax Office) and the “INPS” (Social Security Office). ER.GO will carry out in-depth checks on the self-declared components of the “Dichiarazione Sostitutiva Unica” (DSU) and on incomplete ISEE Certifications and/or omissions identified directly by the “Agenzia delle Entrate” and/or the INPS. This may involve being asked to produce suitable documentation so as to demonstrate the completeness and truthfulness of the data indicated in the DSU. Subsequent to these checks, ER.GO will also send the lists of beneficiaries to the “Agenzia delle Entrate” in order to schedule substantial spot checks on your income and assets by the “Guardia di Finanza” (Financial Police Service).

Art. 12 – Penalties

If the above checks reveal any false declarations or falsified documents used in order to obtain the grant offered in the present call, the benefit will be annulled.

In the event of false declarations made to the University, the latter will be required to inform the judicial authorities, which will establish whether any criminal offence has been committed.



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Art. 13 – Data protection

Information on the use of personal data collected by the University through applications to the present call is available on the University Website at the following link: <https://www.unibo.it/en/university/privacy-policy-and-legal-notes/privacy-policy/information-for-students>.

Art. 14 – Publication of the call

The present call is published on the University Website at the following link: <https://bandi.unibo.it/agevolazioni/borse>.

Art. 15 – Official responsible for procedure

Alice Trentini, Head of Education and PhD Programme Division, is responsible for procedure regarding the present call. For information while the call is open, contact: cla.almacert@unibo.it.

Art. 16 – Interpretation of the provisions

In the event of any dispute regarding the interpretation of the provisions of the present call, the original Italian language text shall be binding.

Alice Trentini
Head of Education and PhD Programme Division
(*signed digitally*)