



Appendix to Decree Ref. no. Prot. no.

## NOTICE FOR THE ALLOCATION OF CONTRIBUTION TOWARDS HOUSING COSTS INCURRED BY UNIVERSITY STUDENTS FOR THE YEAR 2025

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### PREAMBLE

With this Call for Applications, the University of Padua (hereinafter, the University) regulates the allocation of the contribution towards housing rental expenses incurred by off-site students for the year 2025, in compliance with Italian Law no. 197 of 29 December 2022 and the Decree of the MUR-MEF no. 630 of 10 September 2025, currently undergoing registration (completion of the entire procedure is subject to approval by the supervisory bodies; failure to register will make it impossible to proceed with the procedure and, in this case, any eligibility that the student may have obtained as a result of the procedure announced by the University will not give rise to any claim to the benefit).

### ART. 1 ELIGIBILITY REQUIREMENTS

Students registered for the 2024/25 academic year in Bachelor's degree, Master's degree and Single-cycle degree programmes, Ph.D. courses and specialisation schools (non-medical) at the University may participate in this call for applications if they meet the following requirements (Article 1, paragraphs 526 and 527 of Italian Law no. 178/2020):

- a) **ISEE** for the Benefits for the Right to University Education required **for the 2024/25 academic year**, in compliance with the requirements and **not exceeding € 20,000**, issued by the application deadline (current ISEE or ISEE Parificato may also be used);
- b) **rental contract** for a residential property located in a **municipality other than the municipality of residence** for the period from January 2025 - september 2025;
- c) active university career during the aforementioned rental period and regular payment of university fees for the 2024/25 academic year;
- d) **merit requirement** referred to in Article 1, paragraph 255, letters b) and c) of Law No. 232 of December 11, 2016, as specified in point 5 of the Call for Applications Student contributions and exemptions with the wording "REGULAR, with minimum career progression" (enrollment for a number of academic years less than or equal to the normal duration of the course of study, plus one, with the achievement of at least 10 credits by August 10, 2025, in the case of enrollment in the first year for the academic year 2024/25, and at least 25 ECTS credits by 10/08/2025, in the case of enrollment in years subsequent to the first for the academic year 2024/25. This merit requirement does not apply to students with recognized disabilities pursuant to Article 3, paragraph 1, of Law No. 104 of February 5, 1992);
- e) **being off-site**, i.e. having one's permanent address, for the specified period, (i.e. only for the months for which support is requested), in a municipality other than the one where the rented property is located;



- f) **not benefiting from other forms of support for the right to university education**, i.e. subsidies for housing services, also in the form of a financial contribution/scholarship.

Students who are enrolled in the first year of university for more than one year are excluded from this benefit.

This contribution is therefore **incompatible** with:

- students who have been awarded a regional scholarship for the 2024/25 academic year as off-site students, with the exception of final semester scholarship holders, for the months of March - August 2025 only. Those who have benefited from the regional scholarship as commuters or on-site students may also participate, but they cannot receive aid for rental support;
- other subsidies and reimbursements granted by other public or private housing authorities for the specified period: January-August 2025.

## ART. 2 TERMS OF SUBMISSION AND DEADLINE

Students wishing to apply must submit their application **by 9 October 2025** by completing the online procedure available in their UNIWEB personal area, under **INITIATIVES**.

From the portal, users can proceed in steps:

- **step 1: self-certification of** entry requirements as per Art. 1. The ISEE certificate data will be imported directly from the INPS database following the authorisation granted by the student in the Application for benefits.
- **step 2: students must insert:**
  - a copy of the ISEE certificate required for the 2024/25 academic year (only if the Application for benefits of this academic year has not been filled in);
  - a copy of the rental contract and its registration with the Italian Revenue Agency (and possible registration of takeover and/or extension) or a copy of the hospitality contract in colleges;
  - payment receipts for the months for which they request a reimbursement.

The rental contract must require a payment by the renter, it must relate to a building unit or portion thereof which is available for residential use and the student intending to benefit from the reimbursement must be the tenant.

The application may be cancelled and resubmitted at any time, provided that it is done within the deadline of the notice of call.

At the end of the procedure, it will be possible to view and print the confirmation of submission.

## ART. 3 ASSIGNMENT OF REIMBURSEMENTS

Once the checks on the applications submitted have been carried out, the University will draw up a ranking list.

**The eligibility ranking list will be published by 16 October on the University's website** at [www.unipd.it/sostegno-canone-locazione](http://www.unipd.it/sostegno-canone-locazione).

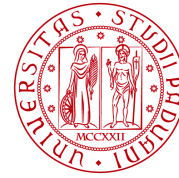
Reports can be submitted no later than 20 October by e-mail to [accertamenti.studenti@unipd.it](mailto:accertamenti.studenti@unipd.it).

The contribution is subject to taxation in accordance with current legislation, and can't exceed the amount of the expenses incurred.

The University will provide the data relating to the number of students entitled to the contribution to the Directorate General of MUR (the Italian Ministry of University and Research) by **24 October 2025**, and the message must contain the following subject line: "Contribution for housing rental expenses for the year 2025, pursuant to Italian Law no. 178/2020 and 197/2022 - Definitive number of beneficiaries".

On the basis of the available data, the Ministry of University and Research shall, by its own decree, determine the amount of the overall contribution due to each University and shall allocate to each individual University its share of the resources on the basis of the number of students reported to the Ministry. Based on the resources allocated by MUR, Universities will disburse the contribution to their eligible students.

Reimbursements will be credited exclusively to the student's current account (held individually or jointly) or prepaid card. The details thereof (IBAN or card data) must be entered by the student in his/her Uniweb personal area, under "Home,



Master Data, Refund methods, Edit Bank Account Refund Data” (bank details of third parties, including parents, cannot be accepted).

If the student resides abroad (outside Italy), he/she must specify his/her temporary address in Italy in the UNIWEB personal area, under “Home, Master data, Modify domicile address”; otherwise it will be impossible to proceed with the reimbursement.

#### **ART. 4 CHECKS**

The following operations are the responsibility of the University:

- checking the declarations submitted;
- verifying that the student meets the requirements;
- managing and establishing possible review procedures.

The application for eligibility for the benefit, accompanied by information on economic and personal conditions, is submitted by the student using the self-certification option pursuant to Presidential Decree no. 445 of 28 December 2000.

The following persons will forfeit the contribution:

- those who obtained a similar benefit from another body;
- those who make false declarations (pursuant to Articles 75 and 76 of Presidential Decree 445/2000).

#### **ART. 5 FINANCING**

The resources will be allocated to the University according to the number of students who qualify. Italian Law no. 197 of 29 December 2022 and the Decree of the MUR-MEF no. 630 of 10 September 2025 (Budget Law for 2025), and specifically Article 1, paragraph 580, provides that “*The Fund referred to in Article 1, paragraph 526, of Italian Law no. 178 of 30 December 2020 shall be refinanced by € 4 million for the year 2023 and by € 6 million per year as from the year 2024*”.

#### **ART. 6 FINAL RULES**

Pursuant to article 4 of Italian Law no. 241 of 7 August 1990 (*Nuove norme in materia di procedimento amministrativo e di diritto di accesso ai documenti amministrativi*, New rules on administrative procedures and on the right of access to administrative documents) and subsequent amendments, the Director of the Student Services Office, Alessandra Biscaro, will be appointed as the Person in Charge of the Administrative Procedure.

Candidates may exercise their right of access to the application documents according to the provisions of the Decreto del Presidente della Repubblica (Presidential Decree) no. 184 of 12 April 2006 (*Regolamento recante disciplina in materia di accesso ai documenti amministrativi in conformità al capo V della Legge 241/90*, Regulation governing access to administrative documents pursuant to Chapter V of Italian Law no. 241/90).

Personal data collected for the purposes set out in this notice is processed in compliance with the provisions of Regulation (EU) no. 679 of 27 April 2016 (General Data Protection Regulation, GDPR).

The “Data Controller” is the University of Padua, with registered office in Via 8 Febbraio, 2 - 35122 Padua. The full information notice is available from the Data Controller or at [www.unipd.it/privacy](http://www.unipd.it/privacy).

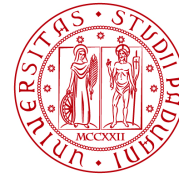
*N.B. This notice has been translated into English for information purposes only.*

*With regard to the handling and resolution of disputes, and for all legal effects, only the Italian version shall be considered valid.*

#### **STUDENT SERVICES OFFICE**

Financial Benefits Sector  
Via Portello 19 – 35129 PADUA  
Tel. 049.827 3131 - e-mail: [benefici.studenti@unipd.it](mailto:benefici.studenti@unipd.it)

The Rector  
Prof. Daniela Mapelli



*digitally signed pursuant to D.lgs (Legislative Decree) no. 82/2005*

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|--|---------------------------------------|--|
| Person in charge of the administrative procedure<br>Alessandra Biscaro<br>Date | Executive<br>Roberta Rasa<br><br>Date | Director General<br>Alberto Scuttari<br><br>Date |
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