

CALL FOR APPLICATIONS FOR REGIONE VENETO SCHOLARSHIPS A.Y. 2022/23

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WHAT'S NEW FOR A.Y. 2022/23

- INCREASE IN STUDY SCHOLARSHIP AMOUNTS: the amounts were increased by Ministerial Decree No. 1320/2021, with special attention paid to the most economically disadvantaged students, providing them with a further 15% increase. In order to encourage women's access to higher education in scientific subjects, the amount of the scholarship has been increased by 20% for female students enrolled in S.T.E.M. (science, technology, engineering and mathematics) courses. A similar 20% increase has been granted to students enrolled in more than one course at the same time;
- INCREASE IN THE AMOUNT OF DEDUCTIONS FOR CATERING AND ACCOMMODATION SERVICES;
- EXTENDED FUNDING FOR STUDENTS WITH DISABILITIES: the subsidised merit requirements, already provided for students with disabilities equal to or greater than 66%, have been extended to students with disabilities recognised under Law 104/1992;
- INTRODUCTION OF THE FIGURE OF THE INDEPENDENT STUDENT, as defined by Ministerial Decree no. 1320/2021, who is entitled to the scholarship amount calculated for those with "off site" status;
- NEW PROCEDURE FOR PRIOR CHECKS ON CONTRACTS FOR PAID ACCOMMODATION: the procedure is active in Uniweb, under the heading "Initiatives", in order to confirm one's off site status.

1. PURPOSE OF THE PUBLIC NOTICE

Within the framework of the Veneto Region's annual Plan for the implementation of the Right to University Study for the academic year 2022/23, the University of Padua is issuing the Competition Notice for the assignment of study scholarships for able and deserving students who do not have the necessary financial means. The aim of the scholarship is to help students cover the living expenses they incur over at least ten months in each year of their course.

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2. WHO CAN TAKE PART IN THE COMPETITION

Students enrolled for the A.Y. 2022/23 at the University of Padua, who meet the financial means and merit requirements, may take part in the competition for the allocation of regional study scholarships.

Applications may be submitted by those who are:

- enrolled for **the first time in the first year of a bachelor's degree/master's degree/single-cycle master's degree**;
- enrolled in **subsequent years of a bachelor's degree/master's degree/single-cycle master's degree** (those who obtain their bachelor's degree after 30 September 2022, and who intend to enrol in a Master's degree course during the year, may also participate, complying with the same procedures and deadlines set out in Article 3 of this Notice);
- enrolled in a **PhD course**, if not already receiving another scholarship.

Students can compete for a study scholarship for several years or semesters depending on the course being studied, and more specifically:

- 7 semesters for those enrolled in **bachelor's degree courses** from the year of first enrolment (7 years for part-time students);
- 5 semesters for those enrolled in **master's degree courses** from the year of first enrolment (5 years for part-time students);
- 11 semesters for those enrolled in **five-year single-cycle master's degree programmes** (11 years for part-time students);
- 13 semesters for those enrolled in **six-year single-cycle master's degree programmes** (13 years for part-time students);
- 3 years for **PhD students**.

The following students are excluded:

- those already in possession of a qualification, obtained in Italy or abroad, of a level equal to or higher than that of the course they are enrolled on;
- those who have received a study scholarship in a previous course of study at the same level as their current enrolment and have not repaid the benefit they enjoyed (see Art. 12.b).

The regional study scholarship cannot be combined with other grants or scholarships disbursed with purposes similar to maintenance for any reason whatsoever. Regional study scholarships may be combined with those granted by national or foreign institutions whose aim is to supplement the scholarship-holders' training or research activities with stays abroad (mobility scholarships).

If a student who has been awarded a regional scholarship has already been awarded, or is simultaneously awarded, another grant for a similar purpose (with the exception of the mobility scholarship), he or she must opt for one or the other grant.

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3. HOW TO TAKE PART IN THE COMPETITION: TERMS AND DEADLINES FOR APPLYING

Both of the following steps must be completed in order to take part in the study scholarship competition:

- complete and confirm the **Application for Benefits** in Uniweb;
- request the issuance of the **ISEE** (*Indicatore della Situazione Economica Equivalente*, Equivalent Economic Situation Indicator) **for the Benefits for the Right to University Education**.

A. The **Application for Benefits** is the self-certification that must be completed and confirmed online in order to take part in the study scholarship competition. In doing so, the University is authorised to acquire the ISEE of the students directly from the INPS database.

- ✓ **WHERE TO PRESENT IT:** The **Application for Benefits** is available **online, in the Uniweb reserved area of the student**, by following “Right to study - Certifications of disability/dyslexia, Summer courses - Application for Benefits”, starting from **12 July 2022**.
Entry of the Application for Benefits is possible after registration with Uniweb. For this purpose, only the tax code is required; it is not necessary to have already enrolled. **It follows that those who enrol during the year (enrolments in Master’s degrees, transfers from another University, etc.) are also required to comply with the deadline indicated above.**
- ✓ **VERIFICATION TOOLS:** once completed, the application must be definitively confirmed, under penalty of invalidity. The interested party shall receive an email at their personal or institutional (if already active) email address confirming receipt of the Application for Benefits. A second confirmation e-mail will also be sent when the ISEE data has been acquired.
- ✓ **IN THE EVENT OF CHANGES:** the Application for Benefits may be amended directly by the user, using the same procedure, until **25 October 2022**.

B. For the **issuance of the ISEE**, the student must submit and sign a Single Declaration in Lieu (Dichiarazione Sostitutiva Unica, DSU), electronically through the INPS website or personally at a Tax Assistance Centre (CAF) or other competent Body. Please note that the ISEE release times may take up to 10 working days from the time of submission of the DSU. To this end, please note that the date of signature indicated on the receipt for submission of the Single Declaration in Lieu (DSU) and not the date of issue of the ISEE certificate will be valid.

- ✓ **WHICH ISEE TO APPLY FOR:** The University may only acquire an ISEE for Prestazioni Agevolate per il Diritto allo Studio Universitario (benefits connected with the right to university education) issued to the **benefit applicant** (in the case of members of the same household, the tax codes of all applicants must be provided). The ISEE must be valid, i.e. it must not have expired on the date of confirmation of the Application for Benefits in Uniweb.
In the case of ISEE not issued for the right to university education, or ISEE that has expired upon confirmation of the Application for Benefits, a new release must be requested within the scheduled deadlines.
The student is also required to verify that there are no comments on omissions/discrepancies on the ISEE certificate; otherwise the benefit applied for will not be awarded.
If there are omissions/discrepancies, a new DSU must be submitted promptly, including the information previously omitted or otherwise expressed, within the deadlines set.
- ✓ **CURRENT ISEE:** this is an indicator calculated from an ISEE for the Right to University Study with the above-mentioned requirements, but referring to income over the last twelve months, and can only be requested if the conditions imposed by the relevant regulations are met (for more information, contact a CAF/professional). The relevant DSU must, in any case, be signed within the scheduled deadlines, and the certificate must possess the characteristics mentioned above. If it is used, the relevant certificate must be sent to the e-mail address benefici.studenti@unipd.it by the deadlines below.
- ✓ **EQUIVALENT ISEE FOR INTERNATIONAL STUDENTS:** a different certification is required for:
 - international students residing abroad (outside Italy), with a family unit residing abroad (outside Italy);
 - international students residing in Italy, but with earned income of less than € 9,000.00 and with a family unit residing abroad (outside Italy);
 - Italian students residing abroad (outside Italy), whether or not enrolled in the Italian Register of Residents Abroad (AIRE).Issuance of the Equivalent ISEE must be requested exclusively from the CAF affiliated with the University, the details of which may be viewed at www.unipd.it/isee.

The data contained in the ISEE certificate, if valid, compliant and issued for the right to university education, will be acquired directly from the INPS database (or from the CAF affiliated with the University, in the case of an Equivalent ISEE) following confirmation in Uniweb of the Application for Benefits.

DEADLINE: both mandatory steps for taking part in the study scholarship competition (confirmation of the Application for Benefits and signing of the DSU for ISEE purposes) must be completed **by 30 September 2022**. This deadline also applies to those who register during the year (for example, those awaiting publication of the ranking of an admission competition).

Taking into account the deadline of 30 November 2022, chosen by the MIUR for the conclusion of the procedures for issuing entry visas to Italy for international students, **as an extraordinary measure, international students enrolled for the first time in the academic year 2022/23 are allowed to submit their ISEE/Equivalent ISEE by 30 November 2022.** If these students confirm their Application for Benefits for the study scholarship by 30 September and if they finalise their Equivalent ISEE in October and November, they will be assessed for the benefit when the second study scholarship allocation is published for the academic year 2022/23.

N.B.: in order to take part in the study scholarship competition, it is also necessary to **complete enrolment for the 2022/23 academic year by paying the first instalment** by the specified due date (Art. 1 of the Call for Student Contributions and Exemptions).

Any new enrolments finalised after the publication of the final ranking list and any late enrolments due to the cancellation of applications for qualifications that have already been finalised, will be automatically acquired and assessed no later than the second allocation, subject to the completion of the Application for Benefits and the issue of the ISEE by 30 September 2022 (or by 30 November 2022 for the Equivalent ISEE of international students enrolled for the first time in the academic year 2022/23).

The failure to perform or incorrect performance of even one of the above steps will result in exclusion from the competition.

The **Complete Guide to the Application for Benefits and Calculation of the ISEE** is available at www.unipd.it/isee.
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4. DEFINITION OF STATUS

For the purposes of defining the amounts of the benefit, the following definitions apply:

- a. **ON SITE:** the student resides in the municipality or in the area surrounding the venue of the course attended (conventionally within a distance of 40 km and 40 minutes travel time by public transport);
- b. **COMMUTER:** the student resides in a place that allows daily commuting to the venue of the course attended within distances of between 40 and 80 km and/or travel time of between 40 and 80 minutes by public transport;
- c. **OFF SITE:** the student resides in a place that is well away from the venue of the course attended (more than 80 km and/or more than 80 minutes' travel time by public transport to the course venue); for this reason, the student takes lodgings in the vicinity of the course venue (i.e. in the municipality where it is located or in a municipality classified as on site with respect to the course venue), using public residential facilities or private accommodation for a period of no less than ten months (or until they obtain their degree, only in the case of a benefit acquired for the additional semester). This definition also applies to students residing in a place that is well away from the venue of the course attended who, in the absence of public residential facilities in the vicinity of the course venue, nevertheless take lodgings in public facilities. In the absence of paid accommodation for the required minimum number of months or in the absence of the required minimum distance (even though there is regular paid accommodation), the status shall be defined as commuter.

A student residing in a place well away from the venue of the course attended who takes paid accommodation in the vicinity of that venue for a period of less than ten months, but who in the same

academic year attends a **mobility programme abroad** (including internships and placements) promoted by the University, is in any case granted the status of “off site” provided that he or she also takes paid accommodation abroad for a period that, cumulated with that in Italy, is not less than ten months.

An international student with a family unit abroad is in **any case considered to be off site** regardless of the distance between the accommodation and the venue of the course attended, as long as he or she takes paid accommodation for at least ten months; otherwise he or she shall be considered to be a commuter.

So-called Independent students who, regardless of the distance between their place of residence and the venue of the course attended, have been living outside their original family home for at least two years since the date of submission of their DSU, in a property not owned by a member of their family, and for payment for a period of no less than ten months, and whose income from employment or similar activities has been declared for at least two years to be not less than €9,000.00 per year, **shall be considered to be off site** students.

In completing the Application for Benefits, students are guided in defining their status, which is then displayed on the summary page of the procedure. It should be noted, however, that with the exception of international or independent students, in order to correctly identify the distance between their residence and the venue of the course attended, it is necessary to consult the [tables of geographical distances](#), which are the essential reference for identifying status for the purposes of the regional study scholarship.

NEW PROCEDURE FOR CHECKING PAID ACCOMMODATION

Students, who have confirmed that they meet the requirements for “off site” status in the Application for Benefits, will need to enter in the appropriate *Checks on paid accommodation* procedure available under Initiatives on Uniweb, the documentation attesting their role as a tenant in paid accommodation that they will be using for a total of at least ten months during the academic year.

Specifically, they will need to submit:

- the receipt for the registration or take over (and any extension) of the rental agreement with the Revenue Office, in the case of private accommodation in Italy;
- the hospitality contract, in the case of accommodation at a university or religious college;
- the rental agreement concluded abroad, in the event of taking part in mobility programmes.

Beneficiaries of accommodation at ESU residential facilities do not have to upload any documents.

Please note that accommodation must be on the university premises or in a municipality considered to be on site with respect to it, with the exception of international or independent students, who are not obliged to do so.

The outcome of the checks will be available to view within 20 days after uploading, by accessing the Application for Benefits again and clicking on Proceed.

Those who correctly upload the required documentation **by 25 October 2022** will receive the study scholarship amount due for those with “off site” status by the first allocation.

In the event of failure to upload by the deadline, or of incomplete or non-compliant documentation (including a temporary inability to certify the ten months’ fees), the scholarship amount that will be provided in the first allocation will only be the amount for those with “commuter” status. The procedure will reopen from 15 November 2022 to 30 June 2023 and any supplement will be paid within the month following the month in which the uploaded documentation is approved.

Students are required to promptly notify any change that occurs during the course of the year as regards their meeting the requirements for the definition of their status.

If a student does not meet the above-mentioned requirements, also as a result of any early termination or take overs during the year of the contracts for paid accommodation, he or she shall forfeit any benefit that he or she may have received and shall be required, in addition to the return of any undue amounts received, to pay the assessment fee and

the related administrative penalty. Please note that anyone making untrue declarations, forming false documents or making use thereof, shall be punished in accordance with the Criminal Code and the special laws on the subject.

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5. FUNDING AND AMOUNTS

The funds for the provision of regional study scholarships for the academic year 2022/23 are derived from:

- the proceeds of the regional fee for the right to university education;
- the share of the state supplementary fund specifically established pursuant to D.Lgs. (Legislative Decree) No. 68/2012 and the DPCM (Prime Ministerial Decree) of 9 April 2001;
- the Veneto Region's own resources pursuant to D.Lgs. (Legislative Decree) No. 68/2012.

The resources derived from the proceeds of the regional fee for the right to university education are distributed using the following criteria:

- 30% to students enrolled for the first time in the first year of a bachelor's degree, master's degree and single-cycle master's degree**, of which only 5%, as a maximum limit, is reserved for non-EU students enrolled for the first time in the first year of a bachelor's degree course and a single-cycle master's degree course;
- 70% to students enrolled in years following the first year of all courses.**

Eligible students in the rankings for regional study scholarships enrolled in regular years are granted full or partial exemption in accordance with the Call for Student Contributions and Exemptions A.Y. 2022/23.

With reference to D.M (Ministerial Decree) 1320/2021, which on the one hand introduces a 15% increase in the study scholarship for students whose ISEE is less than or equal to **€12,167.55**, and on the other confirms that the amount of the study scholarship is paid in full to students whose ISEE is less than or equal to **€16,223.40**, in compliance with the principle of the progressiveness of the value of the scholarships, a table is shown below that illustrates the value according to the ISEE band of reference.

For full-time students:

Status	Scholarship amount for ISEE of less than €12,167.54	Scholarship amount for ISEE of between €12,167.55 and €16,223.40	Minimum scholarship amount for an ISEE above €16,223.41 (gradually reduced to)
Off site	€ 7081.40	€ 6157.74	€ 3078.87
Commuter	€ 4138.29	€ 3598.51	€ 1799.26
On site	€ 2854.01	€ 2481.75	€ 1240.88

For students enrolled on a part-time basis:

Status	Scholarship amount for ISEE of less than €12,167.54	Scholarship amount for ISEE of between €12,167.55 and €16,223.40	Minimum scholarship amount for an ISEE above €16,223.41 (gradually reduced to)
Off site	€ 3540.70	€ 3078.87	€ 1539.43
Commuter	€ 2069.15	€ 1799.26	€ 899.63
On site	€ 1427.01	€ 1240.88	€ 620.44

A student who has received a scholarship on a part-time basis and whose part-time study scheme is subsequently cancelled or revoked shall not be entitled to any additional scholarship.

For students enrolled in PhD courses:

PhD research	Scholarship amount for ISEE of less than €12,167.56	Scholarship amount for ISEE of between €12,167.57 and €16,223.41	Minimum scholarship amount for an ISEE above €16,223.42 (gradually reduced to)
	€ 7081.40	€ 6157.74	€ 3078.87

Part of the **study scholarship is provided in services** (food and accommodation): On an annual basis, in relation to the months in which the services are actually provided, a fee of €1,600.00, corresponding to the standard fee due for the accommodation service, and a fee of €700.00 corresponding to the catering service (one meal per day) is deducted from the **off site** students who use the **residential** facilities of the ESU of Padua. ESU provides the **commuter** students with a catering service (one meal per day) for which a fee of €500.00 is deducted (on an annual basis, in relation to the months in which the services are actually provided).

	DEDUCTIONS FOR SERVICES	
	CATERING	LODGING
off site	€700.00 (1 free meal per day)	€1.600.00**
commuter	€500.00 (1 free meal per day)	€ 0.00
on site*	€0.00 (1 free meal per day)	€ 0.00

* no deduction is made for the free daily meal

** only to those using ESU residences

The amount of the scholarship paid in cash to the student will therefore be net of deductions for services, which cannot be claimed in cash, even if the services are not used.

ESU provides PhD students with a catering service (one meal per day) for which a fee of €500.00 is deducted (on an annual basis, in relation to the months in which the services are actually provided).

In the event that the scholarship is awarded for the additional semester beyond the duration of the course, the amounts of the scholarship and service charges are reduced by 50%.

In order to further promote the access of women students to higher education in science subjects and to reduce the so-called gender gap in this area, female students enrolled in S.T.E.M. courses (Science, Technology, Engineering and Mathematics) are given a study scholarship amount that is increased by 20%.

This increase cannot be cumulated with the 15% increase provided for an ISEE less than or equal to €12,167.55.

For the identification of S.T.E.M. courses, reference should be made to the table published in [USTAT](#).

Students enrolled at the same time on more than one course may obtain and maintain their scholarship, increased by 20%, if they meet and maintain the merit requirements set out in this notice for the entire duration of the courses. Those wishing to take advantage of this supplement must make their double enrolment known by email to benefici.studenti@unipd.it by 25 October 2022. The 20% increase is not due if the student loses eligibility for the scholarship with regard to the course for which the student has related the aforementioned increase.

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6. CRITERIA FOR ASSESSING ECONOMIC CONDITIONS

A student's economic conditions are identified on the basis of ISEE and ISPE, calculated in accordance with the procedures set out in the DPCM (Prime Ministerial Decree) No. 159 of 5 December 2013, as amended and supplemented.

To gain access to the benefit:

- the ISEE for *Prestazioni Agevolate per il Diritto allo Studio Universitario* (benefits connected with the right to university education) **must not exceed the limit of €24,335.11.**

Any study scholarship received in the calendar year 2020 must be declared in the ISEE calculation. For the sole purpose of ascertaining eligibility for the competition, the University will not take this amount into account. Those who received their scholarship at another university during the 2020 calendar year must produce the relevant *Certificazione Unica* (Single Certification) indicating the amount of the scholarship received from their original University, and send it to the Student Services Office by email to benefici.studenti@unipd.it.

- b. **ISPE (*Indicatore della Situazione Patrimoniale Equivalente*) must not exceed the limit of €37,031.71.** The ISPE value will be calculated directly by the University (ISP/equivalence scale).

The economic conditions of international students resident abroad with a family unit resident abroad, or resident in Italy but with an earned income of less than €9,000.00 and with a family unit resident abroad, must be defined by issuing the ISEE and Equivalent ISPE, according to the guide available at www.unipd.it/isee.

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7. CRITERIA FOR DETERMINING MERIT

For students enrolled for the first time, in the first year:

- a. **of a bachelor's degree, master's degree and single-cycle master's degree**, the scholarship is awarded solely on the basis of financial requirements, while the merit requirement is assessed ex post, taking into account the credits accrued during the academic year in question.

The scholarship is paid in two instalments in accordance with the procedures and deadlines set out in Article 10 of this Notice; the second instalment of the scholarship is paid only if the student obtains at least **20 CFUs** (10 CFUs if enrolled on a part-time basis), without recognition from previous careers, **by 10/08/2023**.

*N.B. If the above-mentioned merit requirements are met by 30/11/2023, only the first instalment of the scholarship will be maintained. If the above-mentioned merit requirements are not even met by 30/11/2023, the scholarship will be permanently revoked. Having the scholarship revoked means **repayment of the full amount** of the scholarship and the amount relating to the value of the services actually used for accommodation and catering.*

- b. as regards **PhD courses**, the only requirement for access to the benefit is the admission to the courses in accordance with the procedures set out in the respective Course Regulations.

For students enrolled in the years subsequent to the first year:

- a. **of a bachelor's degree, master's degree and single-cycle master's degree**, the benefit is only granted if the student meets the following merit requirements **by 10/08/2022** in relation to the years of his/her career, including the year for which he/she is applying, **as well as the fulfilment of any educational obligations** where envisaged at the time of admission to the courses (he/she must also be admitted to attend the year of the course for which the benefits are requested, based on the Course Regulations):

DEGREE COURSES

(full-time)	
YEAR OF ENROLMENT	MINIMUM CFUs REQUIRED
2	25
3	80
Last semester	135

(part-time)	
YEAR OF ENROLMENT	MINIMUM CFUs REQUIRED
2	12
3	25
4	60
5	80
6	110
7	135

MASTER'S DEGREES

<i>(full-time)</i>	
YEAR OF ENROLMENT	MINIMUM CFUs REQUIRED
2	30
Last semester	80

<i>(part-time)</i>	
YEAR OF ENROLMENT	MINIMUM CFUs REQUIRED
2	15
3	30
4	60
5	80

SINGLE-CYCLE MASTER'S DEGREE COURSE

Duration: 5 years <i>(full-time)</i>	
YEAR OF ENROLMENT	MINIMUM CFUs REQUIRED
2	25
3	80
4	135
5	190
Last semester	245

Duration: 6 years <i>(full-time)</i>	
YEAR OF ENROLMENT	MINIMUM CFUs REQUIRED
2	25
3	80
4	135
5	190
6	245
Last semester	300

Duration: 5-6 years <i>(part-time)</i>	
YEAR OF ENROLMENT	MINIMUM CFUs REQUIRED
2	12
3	25
4	60
5	80
6	110
7	135
8	165
9	190
10	220
11	245
12	275
13	300

- b. as regards **PhD courses**, the requirement for access to the benefit is meeting the necessary requirements for enrolment in the subsequent years in accordance with the procedures set out in the respective Course Regulations.

N.B.: in the case of **registration with career shortening**, students enrolled in the years following the first year of degree courses, master's degrees and single-cycle master's degrees are always required to obtain at least 55 CFUs in the period between 10/08/2021 and 10/08/2022.

To meet the minimum merit requirements, a **bonus** is applied in addition to the credits actually earned. This bonus is only used once during the entire university course of study and has a different value depending on the course year in which it is applied:

- it is worth 5 CFUs if used to obtain the benefit for the second academic year of degree courses and single-cycle master's degree courses;
- it is worth 12 CFUs if used to obtain the benefit for the third academic year of degree courses and single-cycle master's degree courses;
- it is worth 15 CFUs if used to obtain the benefit for the following academic years, for the additional semester and for the Master's degree.

If the bonus is only partly used, the remaining portion can be used in subsequent years, even in one of the years attending the master's degree. It is applied automatically by the office without any prior request from the student.

When enrolling for a Master's degree, it is necessary to indicate any bonus used in the degree course taken at another University by sending an e-mail to benefici.studenti@unipd.it.

The bonus does not apply for the fulfilment of merit requirements by **students enrolled on a part-time basis**.

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8. PREVIOUS CAREERS AND VALID UNIVERSITY CREDITS

Only university credits included in the study plan of the course for which the students are applying for the benefit are considered valid for the purposes of eligibility for the scholarship, even if different from the previous year. Validated credits from training activities carried out outside the university (vocational training courses, seminars, internships, etc.) and validated credits from previous completed study courses **do not count** towards determining the merit considered for the purposes of eligibility for the study scholarship.

All years in which the student has been enrolled in any course of study, at this or another university, are considered career years. A student who, following a previous withdrawal from studies or forfeiture of studies, enrolls in another university course, is considered enrolled for the first time for the purposes of the merit requirement set out in this notice, and does not accumulate the years of any previous enrolment, starting from the date of his or her first enrolment in the university system, provided that he or she has not received any study scholarship during the previous enrolment (or, if received, has renounced the same and consequently returned it at the time of submitting the application). Any university credits acquired during the previous career may not be counted for merit for the purposes of the award of the study scholarship during the new career.

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9. PUBLICATION OF THE RANKINGS

Students are required to consult the rankings that will be published on the page www.unipd.it/graduatorie-borse-studio-regionali.

☑ TYPES OF RANKINGS: four different rankings are envisaged, drawn up as follows:

- For students with **EU citizenship enrolled in the first year** of all degree courses, single-cycle master's degree and master's degree courses **and for those with non-EU citizenship enrolled in the first year of all master's degree courses**, a single ranking of eligible students will be approved, without differentiation between courses, defined in ascending order on the basis of ISEE for *Prestazioni Agevolate per il Diritto allo Studio Universitario* (benefits connected with the right to university education). If the ISEE ratings are the same, then the high school graduation mark will be considered.
- For students with **non-EU citizenship enrolled in the first year** of all degree courses and single-cycle master's degree courses, a single ranking of eligible students will be approved, without differentiation between courses, defined in ascending order on the basis of ISEE for *Prestazioni Agevolate per il Diritto allo Studio Universitario* (benefits connected with the right to university education). If the ISEE ratings are the same, then the high school graduation mark will be considered. Non-EU students in this ranking are allocated (as a maximum limit) 5% of the total resources reserved for freshmen.
- For students **enrolled in the second year and subsequent years**, of all degree courses, single-cycle master's degree and master's degree courses, a single ranking of eligible students will be approved, without differentiation between courses, according to the merit coefficient as defined below. Where the merit coefficient is equal, preference is given to students with a lower ISEE.
- For students **enrolled in PhD courses and schools** who do not already benefit from a ministerial scholarship, a single ranking of eligible students will be approved, defined in ascending order on the basis of the ISEE for *Prestazioni Agevolate per il Diritto allo Studio Universitario* (benefits connected with the right to university education).

The merit coefficient is calculated by adding the percentage change in the average number of credits accrued by the student by 10 August 2022, compared to the defined average number of credits for that course/system (V%Exams) together with the percentage change in the weighted average grade of the student for the exams compared to the defined average for that course/system (V%Grades), all divided by 2.

$$\text{i.e.: } (V\% \text{Votes})/2 + (V\% \text{Exams})/2$$

The average of exams or exams of the degree course/system is calculated as the sum of the number of credits passed by students by 10 August 2021, taking into account the number of enrolments of each, divided by the number of students enrolled in the degree course. Students must be enrolled in the same degree course/system for a number of times not exceeding the stipulated duration + 1; students with zero examinations are excluded.

The weighted average grade for the degree course/system is calculated as the sum of the weighted average of the grades of the students enrolled in the same degree course/system, divided by the number of enrolled students. Students must be enrolled in the same degree course/system for a number of times not exceeding the stipulated duration + 1; students with zero examinations are excluded.

• TIMINGS

- The **PROVISIONAL RANKING** will be available from **11 October 2022** on the page www.unipd.it/graduatorie-borse-studio-regionali, indicating the eligibility assessment, the declared status and any reasons for exclusion, so that the interested parties can make their observations and point out any errors.

Errors concerning the number or average of examinations taken must be reported to the Student Careers Office in Lungargine del Piovego, 2 - Padua (in Viale dell'Università, 16 - Legnaro, at Agripolis, for courses pertaining to the School of Agriculture and Veterinary Medicine).

Other reports and corrections must be forwarded by midnight on **25 October 2022**, to the Student Services Office, Via del Portello, 19 - Padua, also by e-mail to: benefici.studenti@unipd.it, indicating surname, first name and student number; after this deadline, no supplementary documents or requests for amendments will be permitted.

- The **DEFINITIVE RANKINGS** will be available from **10 November 2022** on page www.unipd.it/graduatorie-borse-studio-regionali.
Positioning in the final ranking determines the priorities for awarding study scholarships.

A second allocation of study scholarships is scheduled by the end of March 2023, in which those who finalised their enrolment after 25 October and international students with an Equivalent ISEE issued between October and November will be assessed (subject to compliance with the procedure for applying for the scholarship through the Application for Benefits, as set out in point 3).

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10. STUDY SCHOLARSHIP PAYMENT PROCEDURES

Study scholarship payments may involve a number of instalments depending on the availability of additional resources provided by the Veneto Region and the MIUR (State Supplementary Fund).

Students **enrolled in the first year** of bachelor's degree, master's degree and single-cycle master's degree courses shall receive:

- a. the first instalment of the scholarship **by the end of December 2022**;
- b. the second instalment **by the end of the month following the attainment of the 20 CFUs** subject to the deadline to attain them of 10 August 2023 (10 CFUs for students enrolled on a part-time basis)

Students enrolled in years beyond the first year and in a PhD programme receive the study scholarship in a single instalment **by the end of December 2022**.

The study scholarship will be credited exclusively to the bank details (IBAN) of the student's current account (held individually or jointly), or prepaid card, which must be entered by the student in the Uniweb reserved area, under the heading "Teaching – Personal data – Change of refund data" by **31 October 2022** (bank details of third parties, including parents, cannot be accepted).

One can also enter the IBAN of the Flash Card received at the end of the registration procedures, only after having visited any Intesa Sanpaolo branch to request its upgrade to a nominative prepaid "Flash Up Studio" card.

If the student resides abroad (outside Italy), he/she must specify his/her domicile in Italy in the Uniweb reserved area, under "Teaching – Personal data – Change of domicile data"; otherwise it will be impossible to proceed with the reimbursement.

Failure to indicate this will result in the scholarship being suspended until such time as it has been entered and the subsequent mandatory communication has been made to the Student Services Office (benefici.studenti@unipd.it) by the student.

The service fee amounts are retained and paid by the University to ESU, which manages the catering and accommodation.

By the end of March of the calendar year following the year in which one or more instalments of the scholarship are paid, the Taxation Office will send by email the link for downloading the Single Certification valid for tax purposes.

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11. STUDENTS WITH DISABILITIES

Students with a **disability equal to or greater than 66%**, recognised by the National Health Service, who are enrolled in degree courses, are granted benefits for the following periods:

- 9 semesters for bachelor's degree courses;
- 7 semesters for master's degree courses;
- 13 semesters for five-year single-cycle master's degree courses;
- 15 semesters for six-year single-cycle master's degree courses.

In order to receive the scholarship, students with disabilities, **enrolled in years subsequent to the first**, must have accrued the number of credits indicated in the table by 10 August 2022:

Year since registration	Disability between 66% and 80%	Disability between 81% and 100% or recognition under Article 3(1) of L. (Law) no. 104 of 05/02/1994:
second year	20 credits	15 credits
third year	64 credits	48 credits
fourth year	108 credits	81 credits
last semester	144 credits	108 credits

In order to receive the scholarship, students with disabilities, **enrolled in master's degree courses**, must have accrued the number of credits indicated in the table by 10 August 2022:

Year since registration	Disability between 66% and 80%	Disability between 81% and 100% or recognition under Article 3(1) of L. (Law) no. 104 of 05/02/1994:
second year	24 credits	18 credits
third year	64 credits	48 credits
last semester	96 credits	72 credits

In order to receive the scholarship, students with disabilities, **enrolled in single-cycle master's degree courses**, must have accrued the number of credits indicated in the table by 10 August 2022:

Year since registration	Disability between 66% and 80%	Disability between 81% and 100% or recognition under Article 3(1) of L. (Law) no. 104 of 05/02/1994:
second year	20 credits	15 credits
third year	64 credits	48 credits
fourth year	108 credits	81 credits
fifth year	152 credits	114 credits
sixth year	196 credits	147 credits
seventh year	240 credits	180 credits
last semester	288 credits	216 credits

To meet the minimum merit requirements, a **bonus** is applied in addition to the credits actually earned. This bonus is only used once during the entire university course of study and has a different value depending on the course year in which it is applied:

Year since registration	Disability between 66% and 80%	Disability between 81% and 100% or recognition under Article 3(1) of L. (Law) no. 104 of 05/02/1994:
second year	4 bonus credits	3 bonus credits
third year	9 bonus credits	7 bonus credits
subsequent years	12 bonus credits	9 bonus credits

If the bonus is only partly used, the remaining portion can be used in subsequent years, even in one of the years attending the master's degree. It is applied automatically by the office without any prior request from the student.

The Rector's Delegate for Inclusion and Disability may intervene for a different merit assessment:

- if the student requests an individual assessment of her or his situation;
- for cases of temporary disability;
- for situations requiring extraordinary actions.

Students with disabilities who are eligible in the ranking list are nevertheless guaranteed payment of their scholarship. The revocation for first-year students who do not achieve at least 20 CFUs by 30 November does not apply.

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12. REVOCATION OF ELIGIBILITY AND RETURN OF THE SCHOLARSHIP

a) Students enrolled for the first time in the first year of study:

Eligibility and any study scholarship received (including fees for services enjoyed) shall be revoked for any student enrolled for the first time in the first year of any course of study who, **by 30 November 2023, has not obtained at least 20 CFUs** (10 CFUs for students enrolled on a part-time basis), considered valid for the course they are enrolled in (for activities included in the study plan), or, alternatively, for the course they will enrol in during the 2023/24 academic year, even if different from the previous one.

For exceptional and documented reasons, the deadline for obtaining credits may be deferred by up to three months. The request, together with the relevant supporting documents, must be sent to the Student Services Office, by e-mail to benefici.studenti@unipd.it, no later than 30 November 2023.

b) Other cases of revocation:

- Anyone who makes or has made a false declaration in previous years (the exclusion from benefits shall apply throughout the course of studies);
- Graduate students without a scholarship who subsequently become scholarship recipients pursuant to L. (Law) 210/98;
- Students who obtain their degree in the extraordinary session of the 2021/22 academic year, by December 2022 (since they are not entitled to the scholarship for the 2022/23 academic year);
- Students who transfer to another University or withdraw from their course during the 2022/23 academic year;
- Students who withdraw from their studies and later wish to apply once more for a scholarship for a course at the same level as the one from which they withdrew, will need to submit an explicit request to benefici.studenti@unipd.it seeking to renounce the benefit and to return the scholarship received (including the service fees enjoyed) and pay the regional tax and university fee due for the academic year 2022/23, to the extent provided for by the current administrative provisions adopted by the University.

Generally, if the benefit is revoked, the monetary amount of the scholarship and the sum corresponding to the value of any ESU food and accommodation services enjoyed will need to be refunded, in the manner and within the timeframe established by the University.

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13. DECLARATIONS: CORRECTIONS, CHECKS AND SANCTIONS

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

The University is obliged to check the truthfulness of the self-certification produced by the student by means of random or targeted checks, should reasonable doubts arise as to the truthfulness of the documents acquired or the content of the declarations made, which annually involve at least 20% of those eligible for services and interventions not intended for general students; in carrying out these checks the University may request suitable documentation to demonstrate the completeness and truthfulness of the declared data, also in order to correct any material errors. Checks aimed at ascertaining the truthfulness of the information provided may be carried out by the Guardia di Finanza (Tax Police), at banks and other financial intermediaries that manage movable assets, pursuant to Article 11(6) of DPCM (Prime Ministerial Decree) no. 159 of 5 December 2013; checks may also be carried out on the truthfulness of the declared family situation and analyses of income and asset data.

Please note that, pursuant to Article 10 of D.lgs (Legislative Decree) no. 68/2012: *"whoever [omissis] submits untruthful declarations [omissis] shall be subject to an administrative penalty consisting in the payment of a sum three times the amount received, or the value of the services unduly used, and shall lose the right to obtain other scholarships for the duration of the course of study, without prejudice to the application of the sanctions set out in Article 38, paragraph 3, of Decreto Legge (Decree Law) no. 78 of 31 May 2010, converted, with amendments, by Legge (Law) no. 122 of 30 July 2010, as well as the criminal provisions for any deeds constituting a crime"*.

Payment of the administrative penalty must be made in accordance with the applicable law.

Students must promptly inform the Student Services Office of any event (e.g. adjustments to the ISEE, change of status, etc.) occurring after the date of submission of the application that may be relevant for the purposes of payment or revocation of the study scholarship.

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14. FINAL RULES

Pursuant to article 4 of Legge (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 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 privacy policy is available from the Data Controller or on 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.

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For information:

STUDENT SERVICES OFFICE

Via Portello 19 – 35129 PADUA

Tel. 049.827 3131

email: benefici.studenti@unipd.it



**Finanziato
dall'Unione europea**

Padua, date of registration

The Rector
Prof. Daniela Mapelli
digitally signed pursuant to D.lgs (Legislative

Decree) no. 82/2005

Person in charge of the administrative procedure Alessandra Biscaro	Executive Roberta Rasa	Director General Alberto Scuttari
Date	Date	Date