



CALL FOR APPLICATIONS FOR THE AWARDING OF DSU SCHOLARSHIPS UNDER THE EDUCATION INCENTIVE PROGRAMME – “DIRITTO ALLO STUDIO UNIVERSITARIO” ACADEMIC YEAR 2020/2021

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Issued by Rectoral decree no. 2731/2020 dated 14 July 2020

The competition to award DSU scholarships under the Education Incentive Programme is aimed at students who, in the 2020/21 academic year, enrol or intend to enrol on degree programmes run by the University of Milan and who meet the requirements of **merit**, **income** and **academic progress** specified in this Call for Applications.

There are no scholarships assigned solely for merit or income requirements.

*NOTE: Students can submit applications **from 16 July to 30 September 2020** even if they are not enrolled on academic year 2020/21. The awarding of the benefit is conditional upon enrolment within the deadlines specified in this Call for Applications.*

*The deadlines and procedures for submitting applications are specified in **Article 13**. They also apply to those who will complete enrolment procedures after passing admission tests or after obtaining the first-cycle degree.*

Definitions

The following definitions are applicable within the meaning of this Call for Applications:

- **eligible:** a student who meets merit and income requirements;
- **beneficiary:** a student who is the winner of the Scholarship;
- **partial beneficiary:** a student who meets the requirements of merit and income and is in receipt of 50% of the benefit amount on account of being enrolled in their first year outside the prescribed time after the normal duration of the programme, or is enrolled on the first year of a degree programme and attains the ex-post merit requirement after 10 August 2021 and by 30 November 2021;
- **bonus:** the number of credits that a student can use in addition to those already earned, in order to meet the minimum merit requirement stipulated in the call for applications;
- **ISEE:** Indicator of Equivalent Economic Situation; a tool which estimates the economic situation of the student's family unit, based on income, property (movable and immovable assets), and the composition of the household;
- **ISPE:** Indicator of Equivalent Assets Situation, calculated by dividing the Indicator of Assets Situation (ISP) by the equivalence scale (SE), as per the ISEE;
- **first matriculation:** first enrolment on any degree programme (even if different from the one attended in the 2020/21 academic year) requiring the same level of qualification for admission as the programme on which the student is enrolled for the 2020/21 academic year, in any Italian University, regardless of the outcome of that career (withdrawal from studies, transfer, achievement of degree, etc.);
- **re-matriculation:** enrolment after withdrawing from studies;
- **shortened degree:** partial recognition in the student's current academic career of previously completed academic years which resulted in the awarding of a degree or a withdrawal from studies.



Art. 1 - DSU Scholarships under the education incentive programme – “DIRITTO ALLO STUDIO UNIVERSITARIO”

The DSU scholarship consists partly of a sum of money and partly of free access to catering services. The part disbursed in cash, therefore, will be net of the portion withheld for the catering service.

The Scholarship will be awarded to all eligible students.

DSU Scholarship beneficiaries are exempted from payment of the second tuition instalment.

Supplements to the scholarship (see Art. 6) such as international mobility and increased benefit amounts for students with disabilities are available.

IMPORTANT: The DSU scholarship is exempt from income tax (Ministry of Finance circular No. 109/E of 6 April 1995); an income tax statement (“Certificazione Unica”) will nevertheless be issued for the amounts awarded in the form of monetary benefits and free catering services.

Beneficiaries of the DSU scholarship will automatically be eligible and apply for the merit scholarship for the 2020/21 academic year funded by the University, provided they meet the requirements specified in the relevant call for applications.

Art. 2 - Eligible students and general application requirements

The competition is open to Italian and foreign students who meet the income and merit requirements described in Arts. 3 and 4 below, and who are enrolled, or intend to enrol, on the following programmes at the University of Milan for the 2020/21 academic year:

- a) Bachelor’s degree programme (3 years: first-cycle degree);
- b) Single-cycle Master’s degree programme (5 or 6 years: combined first- and second-cycle degree);
- c) Master’s degree programme (2 years: second-cycle degree);
- d) Postgraduate school (with the exception of medical students with a specialist training contract);
- e) Doctoral research programme (unless they are already in receipt of a scholarship or fellowship).

The following candidates are not eligible to participate in the competition and will not be included in the ranking list:

1. Those who hold an academic qualification, awarded in Italy, that is equal to or higher than the programme for which the grant is requested for the 2020/21 academic year;
2. those who are already in receipt of a grant (or equivalent financial aid of any kind) from other public or private institutions, for the same programme year;
3. Those who enrol on the first year after transferring internally or transferring from another Bachelor’s degree programme, or are re-matriculating after withdrawing from their studies;
4. Those who enrol repeating a year of a previously attended programme at the same level of studies;
5. Those who are enrolled on a part-time basis;
6. Those who are enrolled on a shortened degree programme;
7. Those who are not enrolled on the 2020/21 academic year when the final ranking list is published;
8. Those enrolled on the 2020/21 academic year who obtain their degree before the publication of the final ranking list.

The scholarships relate to the programme year of enrolment in the 2020/21 academic year.

Scholarships for students enrolled in postgraduate schools are awarded based on their enrolment in the



school-specific academic year: being enrolled on the 2019/20 academic year is a requirement of students enrolled in medical postgraduate schools for non-medical students, that cohort being one academic year earlier.

The scholarship benefit is granted for enrolling for the first time on a programme year of each level of study, as of the year of first matriculation or re-matriculation, as follows:

1. For students enrolled on Bachelor's degree programmes, single-cycle Master's degree programmes and Master's degree programmes, the benefit is awarded for a period equal to the prescribed duration of the programme plus one semester (first year outside prescribed time – "fuori corso");
2. For students with a certified disability equal to or higher than 66%, the benefit is awarded for a period of three semesters beyond the prescribed duration of the study programme (second year outside prescribed time);
3. For students enrolled on postgraduate school programmes (with the exception of medical students on specialist training contracts), on doctoral research programmes (provided that they are not already in receipt of a scholarship or research fellowship), the benefit is awarded for a period of time equal to that stipulated in their respective academic systems.

Art. 3 - Merit requirements

3.1 Academic progress

To be eligible for a DSU scholarship, students must have regularly completed their programme years, without interruptions (withdrawal from studies, transfers where the student repeats the same year, or enrolments as a repeating student) for the level of study for which the benefit is being requested.

As an exception to the above, if, during his/her academic career, the student has repeated the same year of the same level of studies attended in the 2020/2021 academic year, the number of credits required for inclusion in the scholarship rankings is calculated based on the credits required for each year that has elapsed, starting from the year of **first matriculation**, or of **re-matriculation** in case of prior withdrawal from studies, with the exception of any years in which their studies were interrupted. The exception applies only to students enrolled on a programme year subsequent to the first.

NOTE: Students are required to declare in their application any prior events as described above (previous enrolments in a university, withdrawal from studies, internal transfer or transfer from another University, repetition of a programme year) resulting in an irregular academic career.

3.2 Merit requirement for students enrolled on the first year of Bachelor's, single-cycle Master's and Master's degree programmes

3.2.1 Application requirements for students enrolled on the first year of Bachelor's and single-cycle Master's degree programmes

Students enrolled for the first time **on the first year of Bachelor's and single-cycle Master's degree programmes** must meet the following application requirement:

- A minimum secondary school final exam mark (or equivalent qualification gained abroad) of 70/100 (66/100 for disabled students with a degree of disability equal to or greater than 66%, in accordance with Art. 14, paragraph 2 of the Prime Minister's Decree dated 9 April 2001).

For qualifications obtained abroad, the conversion of the diploma mark, if not expressed in 100ths, will be calculated by applying the conversion formula adopted by MIUR, available at the following link: <https://www.unimi.it/it/internazionale/venire-studiare-dallestero/iscrivere-un-corso/iscrizioni-internazionali-corsi-di-laurea>



Students who have achieved a degree abroad will, however, be required to provide a “**Dichiarazione di valore in loco**” (**Statement of Validity of the foreign qualification**) by uploading it on the application page.

3.2.2 Merit requirement for benefit confirmation

The status of beneficiary is attributed in the final ranking list based on the income requirements set out in Art. 4. The benefit will only be confirmed if the minimum number of credits required are earned by 10 August 2021.

Students enrolled on the first year of a Bachelor’s or single-cycle Master’s degree programme must acquire 35 credits by that date. In order to achieve the merit requirement, a bonus of 5 credits (Arts. 3.3.4 and 3.3.5) will be automatically applied, if necessary.

Students enrolled on the first year of a Master’s degree programme must acquire 20 credits (for Bachelor’s degrees with open admission) or 23 credits (for Bachelor’s degrees with capped enrolment) by 10 August 2021. It is NOT possible to use the bonus to achieve this requirement.

The number of credits required is based on the number of credits set by Ministerial Decree 270/2004 (60 credits per year). Whenever the number of credits that can be achieved in the first year deviates from this value, the merit requirement will be determined proportionally, based on the number of credits specified in the Study Programme. This criterion applies to both open and capped-enrolment programmes.

For Bachelor’s and single-cycle Master’s degree programmes the following formula is applied:

$$35 : 60 =$$

$$X \text{ (minimum number of credits to be earned)} = \frac{35 \times \text{maximum number of credits set for the programme}}{60}$$

For Master’s degree programmes the following formula is applied:

$$20 \text{ (23)} : 60 =$$

$$X \text{ (minimum number of credits to be earned)} = \frac{20 \text{ (23)} \times \text{maximum number of credits set for the programme}}{60}$$

NOTE: As an exception to the above, the yearly internship exam for first- and second-cycle degree programmes of the Faculty of Medicine counts towards the merit requirement even if taken and recorded after 10 August 2021, but no later than 31 October 2021.

NOTE: Credits earned through completion of individual interim modules, partial transfer credit for exams requiring additional assessments towards the final mark, and credits awarded for activities or exams completed prior to matriculation (even if recognized and included in the student’s plan of studies) will not be considered. Credits earned for language assessments following the validation of language certificates will count towards the requirement.

3.2.3 Withdrawal of benefits

If the ex-post merit requirement is not met by 10 August 2021, but by 30 November 2021, the student will not be entitled to receive the second instalment of the scholarship, although they will retain the first instalment, as partial beneficiaries.

Students who do not meet the merit requirement by 30 November 2021 forfeit their study grant.

Students whose grant is withdrawn will be asked to return the first instalment of the grant and the cost of any meals taken free of charge. This provision does not apply to students with a disability equal to or greater than 66%, who will, therefore, be entitled to keep the benefits allocated to them for the first year. The withdrawal of benefits will also result in the forfeiture of exemption from tuition fees.



3.3 Merit requirement for students enrolled on years subsequent to the first year of Bachelor's, Master's and single-cycle Master's degree programmes

3.3.1 Number of credits

Students enrolled on years subsequent to the first year of a Bachelor's, Master's or single-cycle Master's degree programme must have achieved overall in their current course of study the number of credits specified in the following table, resulting from exams taken and recorded by 10 August 2020.

Unlike students enrolled on the first year of a programme, they are not subject to an ex-post merit requirement for the benefits awarded in the 2020/21 academic year to be confirmed.

MINIMUM Number OF EDUCATIONAL credits TO BE EARNED BY 10 August 2020 FOR THE PROGRAMME YEAR On WHICH THE STUDENT ENROLS IN THE 2020/21 ACADEMIC YEAR.

1- Degree programmes with open admission

Degree programme	2nd	3rd	4 th	5th	6th	Last semester (1)
Bachelor's degree	35	80	==	==	==	135
Single-cycle Master's Degree	35	80	135	190	245	+55 (2)
Master's degree	30	==	==	==	==	80

2 - Degree programmes with capped enrolment

Degree programme	2nd	3rd	4 th	5th	6th	Last semester (1)
Bachelor's degree	35	88	==	==	==	148
Single-cycle Master's Degree	35	88	148	209	269	+60 (2)
Master's degree	34	==	==	==	==	88

1 First year outside prescribed time ("fuori corso")

2 With regard to the last year of the programme

IMPORTANT: the number of educational credits required to be included in the Scholarship ranking is calculated based on the number of educational credits set for each academic year that has elapsed, starting from the year of **first matriculation** or of **re-matriculation**, including the academic years in which the student has enrolled as a repeater, for any reason (Art. 3.1).

For degree programmes where the number of credits to be earned each year deviates from the number of credits set by Ministerial Decree 270/2004 (60 credits per year), the merit requirement as shown in the above table will be adjusted using a proportional criterion, and rounded down.

This criterion applies to both open and capped-enrolment programmes.

Example for the 2nd year of a programme:

$$\text{Required merit} = \frac{\text{maximum number of credits to be earned} \times 35 \text{ (30 or 34)}}{60}$$

Example for the 3rd year of a programme:

$$\text{Required merit} = \frac{\text{maximum number of credits to be earned} \times 80 \text{ (88)}}{120}$$

The number of credits assigned for the thesis or the final exam must be deducted from the maximum number of credits required of those enrolled as students for the first year outside prescribed time.



3.3.2 Validity of credits and weighted average

When completing the online application form, students will view the number of credits earned and the weighted average mark resulting from their academic career. It is possible to amend these values if any exams taken have not been recorded. The values are defined as follows:

Number of credits: the credits resulting from exams taken and recorded from the beginning of the student's career in the current degree programme up to 10 August 2020. Exams with marks not out of 30 are also accepted. Credits earned through completion of individual interim modules, partial transfer credit for exams requiring additional assessments towards the final mark, and credits awarded for activities or exams completed prior to matriculation (even if recognized and included in the student's plan of studies) cannot be considered. Credits earned for language assessments following the validation of language certificates will count towards the requirement.

Weighted average: when calculating the weighted average, exams not expressed as marks out of thirty cannot be considered. The mark 30 with honours is worth 30.

Each exam mark must be multiplied by the value in credits; the sum of these results must then be divided by the total number of the credits for exams expressed as marks out of thirty.

EXAMPLE FOR CALCULATING THE WEIGHTED AVERAGE

Exams	Mark	Value
Exam 1	26/30	9 credits
Exam 2	30 with honours	12 credits
Exam 3	18/30	8 credits
Exam 4	Approved	3 credits
Exam 5	25/30	10 credits

Total number of credits earned: 42 credits

Total number of credits to be considered for the weighted average: 39 (only exams with the mark expressed out of thirty)

WEIGHTED AVERAGE CALCULATION:

$$(26 \times 9 = 234) + (30 \times 12 = 360) + (18 \times 8 = 144) + (25 \times 10 = 250) = 988$$

$$\frac{988}{39} = 25.33 \text{ (weighted average)}$$



3.3.3 Medicine internship exam

As an exception to the above, the yearly internship exam for first- and second-cycle degree programmes of the Faculty of Medicine counts towards the merit requirement even if taken and recorded after 10 August 2020, but no later than 30 November 2020.

3.3.4 Bonus

Students enrolled on Bachelor's or single-cycle Master's degree programmes who fail to obtain the minimum number of credits set out in Arts. 3.2.2 or 3.3.1 may use a bonus in addition to the actual number of credits achieved, as indicated below:

- five credits, if used for the first time to maintain benefits for the first year or to obtain benefits for the second year,
- twelve credits, if used for the first time to attain benefits for the third year,
- fifteen credits, if used for the first time to attain benefits for subsequent academic years.

3.3.5 Use of the bonus

- The bonus may be used only once and is not cumulative. Students who use only part of the bonus may use the residual portion in subsequent academic years;
- The bonus cannot be used to achieve the ex-post merit requirement by students enrolled in the 1st year of a Master's degree programme;
- The accrued and unused 15-credit bonus, or the residual portion not used during the first-cycle degree programme, may be used by students enrolled on a Master's degree programme, from the second year of enrolment;
- The proportional criterion referred to in Arts. 3.2.2 and 3.3.1 is also applied to bonus values, rounded up, subject to the maximum portion to be used as set out in Art. 3.3.4 above for the specific year of enrolment;
- Students from other Italian universities who are enrolled in Master's degree programmes must declare that they have never used the bonus or the residual portion used during the first-cycle degree programme;
- The bonus is not available, due to not having ever been accrued, to students enrolled on a Master's degree programme who have attained the first-cycle degree in a foreign University or who have studied for a degree under the system prior to Ministerial Decrees 509/99 and 270/04.

3.3.6 Merit requirements for disabled students

For disabled students, with a degree of disability equal to or greater than 66%, the merit requirements may deviate from the values set out in Art. 3.3.1 by up to 40%, pursuant to Art. 14, paragraph 2 of the Prime Minister's Decree of 9 April 2001.

3.4 Merit requirement for students enrolled on doctoral research programmes or in postgraduate schools

3.4.1 Students enrolled on the first year

Beneficiary students maintain the benefit and are entitled to payment of the second instalment of the scholarship if they pass the final exam in the first year.

Students who fail the final exam will forfeit the entire benefit. Partial forfeiture is not possible.

3.4.2 Students enrolled on years subsequent to the first year

As of the year of **first matriculation** or **re-matriculation**, students must be regularly enrolled in the declared



programme year, without any interruption in their studies (Art. 3.1).

Art. 4 - Financial requirements

4.1 ISEE 2020 for the right to university education

The financial situation of the family unit of the student applying for a DSU scholarship is determined based on the Indicator of Equivalent Financial Situation (ISEE) to apply for the benefits envisaged under the Education Incentive Programme (hereinafter University ISEE), as stipulated in Art. 8 of the Prime Minister's Decree no. 159/2013.

For the 2020/21 academic year, the income information required for the purposes of the University ISEE is the family unit's income in the 2018 calendar year, and any movable and immovable assets held at 31 December 2018.

The University ISEE is a certificate that all citizens can obtain free of charge by submitting a "Dichiarazione Sostitutiva Unica" (DSU - a self-drafted affidavit containing information about the family unit and any income and assets):

- a) online, after registering on the INPS website;
- b) at any INPS office or CAF centre.

The certificate is issued based on the information declared in the DSU self-drafted affidavit pursuant to Presidential Decree 445/2000.

IMPORTANT: The University ISEE is not issued immediately. It takes an average of seven to ten working days to receive the certificate. In order to ensure equal treatment of all applicants, the date of signing the DSU must not be any later than 30 September 2020, which is the deadline for applying for the scholarship (or 23 August 2020 if applying for university accommodation), on penalty of exclusion from the competition.

CURRENT ISEE: Students holding a current and valid ISEE certificate can submit an application for benefits under the DSU Education Incentive Programme pursuant to Art. 9 of Prime Minister's Decree 159/2013, as amended by art. 28-bis of Law Decree no. 34 dated 30 April 2019 ("Decreto Crescita"), as amended and converted into Law no 58. of 28 June 2019. The deadline for signing the DUS is 30 September 2020 (23 August if applying for accommodation).

4.1.1 Data acquisition

The University of Milan will electronically acquire the University ISEE value from the INPS database. Therefore, the student need not provide a digital or hard copy of their University ISEE.

4.1.2 Scholarship amounts obtained in the 2018 tax year

The amount of the scholarship received under the education incentive programme in the 2018 tax year **must be declared** in the University ISEE certificate. When completing the online application, in order for the student to benefit from a tax deduction¹, they will be asked to:

- **confirm** that the amount received from the University of Milan in 2018 in the form of a scholarship has been self-certified in the ISEE certificate,
- or
- **declare** the amount received and self-certified in the ISEE certificate, for students coming from other Universities.

4.1.3 Non-acceptance of the ISEE certificate

¹ The scholarship amount received under the education incentive programme in 2018 will be automatically deducted by dividing it by the equivalence scale and subtracting the result from the ISEE 2020 value.



Students will be excluded from the Scholarship ranking in the following cases:

1. signing the DSU after 30 September 2020 (23 August if applying for accommodation);
2. failure to locate a valid and up to date University ISEE in the INPS database;
3. University ISEE containing "errors and omissions".

Students who are excluded from the provisional ranking list for submitting an ISEE certificate NOT issued for the purposes of University benefits, or with "errors and omissions", may file an appeal pursuant to Art. 8 below, provided that **they signed the DSU within the deadline**.

4.2 Income and asset limits

Students who fulfil the following University ISEE criteria are deemed to meet the income requirement to apply for a scholarship:

- a) Indicator of Equivalent Financial Situation (University ISEE) no higher than **€ 23,000.00**;
- b) Indicator of Equivalent Assets Situation (University ISPE) no higher than **€ 50,000.00**;
The ISPE will be calculated by the University by dividing the ISP value by the equivalence scale.

***IMPORTANT:** The above limits must **both** be met; anyone exceeding one of the two parameters does not meet the financial requirement and is not eligible for the benefit.*

4.3 Independent students

Pursuant to Art. 8, paragraph 2, of the Prime Minister's Decree no. 159/2013, a student is considered to be independent if he/she meets both of the following requirements:

- The student's permanent address for at least two years prior to his/her application is different from that of the family of origin and he/she lives in a property which is not owned by any of the family members;
- The student's declared taxable income from a salaried or similar job, for at least two years, is not less than € 6,500.00.

***IMPORTANT:** the above requirements must **both** be met; otherwise, the ISEE Certificate is **not compliant**.*

4.4 Assessment of the financial condition of students whose family unit has income and assets abroad

Foreign students or Italian students residing abroad, whose household has income and assets abroad, are not entitled to apply for a University ISEE certificate.

When submitting their online application, students from countries listed in **Annex 1** hereto, will be required to provide documentation relating to the financial condition of their household. The University will calculate the equivalent ISEE value for such students based on the documentation submitted, in order to ascertain income limits and assign the correct income bracket. The documentation must relate to the composition of the household, the amount and type of income received in the 2019 calendar year and the amount and type of assets held at 31 December 2019.

List of documents to be produced:

- Certificate attesting to the household composition, issued by a registry office or other competent public authority in accordance with the rules of the country of origin. Where the household includes only one parent, the certificate must specify whether he/she is separated/divorced, widowed, non-cohabiting (in the latter case details of the other non-cohabiting parent must be provided);
- Documents issued by the competent authorities in the country of origin, attesting to the income earned in the 2019 calendar year by all household members, and specifying whether the income was produced from



salaried work, self-employment, pension. If no income has been earned, the documentation must contain a declaration specifying the lack of income for each person named in the certificate of family status (stato di famiglia);

- Documentation issued by the competent authorities in the country of origin attesting to the ownership of movable assets by all household members at 31 December 2019: deposits, shares or investment securities, life insurance, net worth of any companies or businesses owned. If no movable property is owned by the family, the documentation must contain a declaration attesting to the absence of movable assets for each person named in the certificate of family status;
- Documentation issued by the competent authorities in the country of origin, attesting to ownership of immovable assets at 31 December 2019 by all household members, including the square footage of each individual property. The certificate must specify whether the property is the residence or otherwise. If no immovable property is owned by the family, the documentation must contain a declaration attesting to the absence of immovable assets for each person named in the certificate of family status.

The documentation, legalised and translated into Italian by the Italian diplomatic offices or consulates abroad, must be issued by the relevant authorities in the country in which the assets and income were produced. For those countries where the issuing of the documentation by the local Italian Embassy is especially difficult, the student can contact the foreign diplomatic offices or consulates in Italy: in this case, the certificate must be legalised by the Prefectures in accordance with Art. 33 of Presidential Decree No. 445 of 28 December 2000.

Based on the documentation certifying the income/assets produced abroad, the University will calculate the equivalent University ISEE (ISEE parificato) by applying the following rules:

- The sum of the income earned by each individual household member in the 2019 calendar year;
- 20% of the sum of movable and immovable assets owned by each household member at 31 December 2019; only buildings will be used to calculate the value of the immovable assets, with a value of € 500.00 per square metre;
- The University equivalent ISEE is calculated by adding together the above elements and applying the deductibles for income and movable and immovable assets, and the scale of equivalence set by Prime Minister's Decree no. 159/13.

IMPORTANT: Students must submit all the documentation online by **30 September 2020** (by 23 August 2020 if applying for accommodation), on penalty exclusion from the ranking lists.

Students from countries not listed in **Annex 1** will automatically be included in the first income bracket. The university reserves the right to require evidence of the financial condition of the household, for an ex-post assessment of financial requirements.

Foreign students residing in Italy who have their own income or whose family members live in Italy must secure a University ISEE certificate.

Students granted **political refugee** status must submit a copy of the certificate attesting to their status as a political refugee. Moreover, if they have income or assets in Italy, they must obtain a University ISEE certificate, and sign the DSU by the above-mentioned deadline.

Art. 5 - Scholarship amounts and free catering

The amount of the Scholarship depends on the students' income bracket as confirmed by the University ISEE certificate (Article 5.1) and on their geographical origin (Article 5.2).

Scholarship amounts and catering benefits are halved for students applying for a further semester extension (enrolment outside the prescribed programme duration).

5.1 Income brackets



There are three brackets, which are not linked to the income brackets assessed by the University for the purpose of determining the student's administrative position.

- First bracket: ISEE from € 0.00 to € 14,420.31
- Second bracket: ISEE from € 14,420.32 to € 17,709.34
- Third bracket: ISEE from € 17,709.35 to € 23,000.00

5.2 Geographical origin

Students are divided into three groups (on-site, commuters or off-site), based on travel times between their family residence and the course location. In the case of a split family unit with more than one place of residence, travel times will be calculated from the closest residence to the course location.

The travel time to be calculated is the **minimum travel time** based on the journey by **public transport**, from the departure station (residence) to the arrival station (course venue), including any waiting times at intermediate stops. Routes on foot or by private means cannot be considered.

Travel times can be checked on the Trenitalia website, the Region of Lombardy website <http://www.muoversi.regione.lombardia.it>, and the websites of local transport companies.

- **On-site students:** they belong to families residing in the Municipality where the course is held, in a neighbouring Municipality or in a Municipality classified as an urban area pursuant to Regional Law no. 6 of 4 April 2012 (art. 2, paragraph 3, lett. B) travelling up to 60 minutes for the daily transfer from home to the course venue by public transport. Students attending online courses and detainee students are also considered on-site students.
- **Commuter students:** they belong to families residing in municipalities other than the course venue, which they can reach daily by public transport in 61 to 90 minutes.
- **Off-site students:** they belong to families residing in municipalities from which it is NOT possible to reach the course venue by public transport in 90 minutes. Therefore, they relocate near the course location **for payment** using the University halls of residence², public residences, or other private or institutional accommodation for no less than 10 months within the academic year, from October 2020 to September 2021 (for students enrolled in the first year outside prescribed time, the duration of the agreement is at least 5 months, from October 2020 to March 2021; for students admitted to the Master's degree programme in the second semester, the agreement can start at the time of enrolment with a duration of no less than 5 months). **In the transition phase following the COVID-19 epidemic**, the off-site status will also apply for shorter periods, but no less than 4 months. In this case, the scholarship amount will be adjusted during the year based on the actual period of relocation for payment. Without suitable evidence³ of off-site status for no less than 4 months, the student will be considered a **commuter**.

The term "**for payment**" refers to a duly registered lease agreement, in the name of the student or a family member, or, for students domiciled in halls of residence, a fiscally valid proof of payment for accommodation in the city where the courses are held. The lease agreement or the tax certification must be produced within and no later than **11 November 2020**. Students who enrol in the first year of a Master's degree programme in the second semester shall state⁴, **by the same date**, that they intend to take accommodation, while producing

² With travel times of up to 60 minutes

³ **Lease agreement:** registration with the Income Revenue Authority is required, including any extension, assignment, termination or succession.

Halls of residence: a declaration of the residence is required, specifying the student's data, period of stay, payment and tax receipts.

⁴ Letter of commitment to be uploaded online or submitted by e-mail to the Infostudenti service.



the relevant documentation later. For renewal applications, if the lease agreement or the tax certification has already been produced and there are no changes to the previously certified situation, it will be sufficient to confirm the data for AY 2020/21 through self-certification, providing only a copy of the registration of the agreement for the following year.

IMPORTANT: Students who are abroad in AY 2020/21 to participate in international mobility programmes shall be considered as off-site students if they belong to a family residing in a municipality from which the seat of the University of Milan cannot be reached in less than 90 minutes. They shall produce a lease agreement stipulated for payment in the foreign country. Such lease agreement will be in the student's name, also on a joint basis, and will last for the mobility period. Students only staying abroad for part of AY 2020/21 shall also include a copy of the lease agreement duly registered in Italy for the other months covered by the application.

5.3 Scholarship Amounts

5.3.1 Regularly enrolled students

The scholarship amounts, including the regional tax refund for the right to education, is thus defined by combining the students' income bracket and geographical origin:

ON-SITE STUDENTS

Income bracket	Amount	Total
1st bracket	€ 2,007.00 plus a free daily meal	€ 2,719.00
2nd bracket	€ 1,544.00 plus a free daily meal	€ 2,256.00
3rd bracket	€ 1,220.00 plus a free daily meal	€ 1,932.00

COMMUTER STUDENTS

Income bracket	Amount	Total
1st bracket	€ 2,213.00 plus a free daily meal	€ 2,925.00
2nd bracket	€ 1,748.00 plus a free daily meal	€ 2,460.00
3rd bracket	€ 1,421.00 plus a free daily meal	€ 2,133.00

OFF-SITE STUDENTS

Guests at the University halls of residence or other public or private lodgings for payment during AY 2020/21.

Income bracket	Amount	Total
1st bracket	€ 4,566.00 plus a free daily meal	€ 5,278.00
2nd bracket	€ 3,980.00 plus a free daily meal	€ 4,692.00
3rd bracket	€ 3,417.00 plus a free daily meal	€ 4,129.00

5.3.2 Students enrolled in the first year outside prescribed time

All the amounts set out in Art. 5.3.1, as well as the related free catering service, shall be halved for students enrolled on programmes run pursuant to Ministerial Decree 270/2004, who benefit from the Scholarship for



the year following the last year of the regular programme, with reference to the year of **first matriculation** or **re-matriculation**.

They will be partially exempted from tuition fees, to the extent of 50%.

5.4 Free catering

Free catering from 1 January 2021 to 31 December 2021 is provided to beneficiaries of the 2020/21 Scholarship.

For the period prior to 1 January 2021, students can use the catering service at a subsidised rate based on their income bracket.

The catering service will be provided through the university badge ("Carta La Statale") pursuant to the Call for Applications for the Catering Service and the attached Regulation.

The list of affiliated restaurants is available on the University website at <https://www.unimi.it/it/studiare/borse-premi-mense-e-alloggi/mense-e-ristorazione>.

Students who do not use the free catering service are not entitled to any expense refund except for any duly documented study periods abroad.

- Students travelling up to 90 minutes are entitled to a free meal per day on the lunch shift from Monday to Saturday, excluding public holidays, the month of August and the closing days of individual facilities.
- Students travelling longer than 90 minutes are also entitled to an evening meal, and to catering during public holidays at a subsidised rate based on their income bracket.

5.4.1 Free catering for first-year students in case of partial Scholarship confirmation

Without prejudice to the procedures referred to in Art. 5.4, students enrolled for the first time in the first year, with a number of credits that is only sufficient to confirm partial beneficiary status (Art. 3.2.3), will be entitled to free catering to the extent of 50%.

Such students will therefore be required to refund a sum equal to the free service they actually enjoyed and exceeding the amount withheld (€ 356.00) for the service from the first benefit instalment.

5.4.2 Students enrolled in the first year outside prescribed time

Students enrolled in the first year outside prescribed time are entitled to a free meal per day in the period **1 January 2021 - 30 June 2021**, or until graduation, if earlier than 30 June 2021. Starting from 1 July 2021 these students will be able to use the catering service at a subsidised rate based on their income bracket until 31 December 2021 or until graduation, if earlier than 31 December 2021.

In any case, the provisions of the call for catering service at a subsidised rate shall apply.

5.4.3 Application for catering after graduation

After obtaining their degree, the students in receipt of a DSU Scholarship can apply for catering **at a subsidised rate** until 31 December 2021, as long as they move to the next level of studies without any interruptions.

Students who do not further their studies will lose the catering benefit, and will be charged any transactions made.

Art. 6 - Scholarship supplements

6.1 Disabled Students

Scholarship beneficiaries belonging to the categories referred to in Art. 2 of Law no. 118 of 30 March 1971, or to other disabled categories protected by the law, with a degree of disability equal to or greater than 66% may



receive an annual scholarship up to € 2,821.00 for on-site students, € 4,014.00 for commuters and € 7,353.00 for off-site students. This supplement, which can be granted on the substantiated request of the interested party, may be converted into the provision of special equipment and differentiated educational material, accommodation in halls of residence, escort, tutoring or interpreter services or any other suitable tools.

Any scholarship increases will be granted by a specific Commission after the publication of the final scholarship ranking list and paid to their beneficiaries within 30 days of the resolution, in accordance with Art. 9.

6.2 International Mobility

Scholarship beneficiaries, with the exception of students enrolled in postgraduate schools, can apply for the international mobility supplement.

The benefits are granted to entitled students only once for each level of study.

The scholarship supplement will be granted based on available funds and the period abroad.

The contribution is equal to € 550.00 per month for the duration of the period abroad, up to ten months. The internship or study programme abroad must be certified by the University international exchange division. Therefore, only the programmes governed by a specific University call that provides for a selection procedure will be considered. The amount of any other contributions granted through European Union funds or following bilateral agreements, even with non-EU countries, or through funds made available by public or private parties, will be deducted from the supplement granted by the University of Milan.

Students are also entitled to the refund of:

- a) round-trip travel expenses up to € 150.00 for European countries, and up to € 500.00 for non-European countries (only once for each level of study);
- b) the portion of the deduction for free meals due and not used in the period abroad; this refund will be calculated on fortnightly fractions (for each international mobility programme).

***NOTE:** for the whole period abroad students must NOT use the catering service provided by the University even if they temporarily return to Italy.*

Upon request, the contribution is extended to graduates involved in mobility projects within the Leonardo European programme (or similar initiatives), provided that they graduated no more than one year before the beginning of the internship and that they were entitled to the scholarship in the last year of their studies.

6.2.1 Application deadline

Applications shall be submitted when applying for the 2020/21 Scholarship.

6.2.2 Ranking

The provisional ranking list for international mobility contributions will be published on the Milan University website by 31 January 2022. Any substantiated appeals against the ranking shall be filed within 7 days after publication. Once the appeals have been assessed, the final ranking list will be published by the end of February 2022.

6.2.3 Payment schedule and methods

Contributions will be granted based on the criteria for the formation of the scholarship ranking list, up to the available funds.

The payment order for the supplement, including the refund of meal and travel expenses, will be made by 28 February 2021 as provided for by Art. 9.



Art. 7 - Ranking procedures

7.1 First-year, PhD and postgraduate students

Students receive an income score calculated with the following formula: The maximum score is 1,000 points.

$$\left(1 - \frac{ISEE\ studente}{23.000,00} \right) \times 1000$$

If scores are equal, the previous qualification grade shall prevail, followed by a younger age.

7.2 Students enrolled in years subsequent to the first year of Bachelor's, Master's and single-cycle Master's degree programmes

Students receive a merit score calculated on the basis of the credits achieved and recorded as of 10 August 2020 and their weighted average. The maximum score is 1,000 points, distributed as follows:

- 600 for credits according to the following formula:

$$\left(\frac{Crediti\ studente - Crediti\ minimi}{Crediti\ massimi - Crediti\ minimi} \right) \times 600$$

- 400 based on weighted average:

$$\left(\frac{Votazione\ media\ ponderata\ studente - 18}{30 - 18} \right) \times 400$$

If the merit score is equal, a student who did not use the bonus shall rank first, followed by the student with the highest financial situation score. In the score is still equal, the younger student shall rank first.

Art. 8 - Ranking publication and appeals

The **provisional Scholarship ranking** will be published **for all applicants** by 31 October 2020 on www.unimi.it at <http://studente.unimi.it/dirittoallostudio/>

Any appeals shall be filed no later than 7 days after the publication of the provisional ranking list. The appeal, to be filed through the procedure available online on the ranking page, must refer to any wrong assessments by the University of Milan and provide evidence of the claimant's arguments.

Once the review procedure has been completed, the **final ranking list** will be published by 30 November 2020, and the claimant will be able to check the appeal's outcome.

Any appeals against the final ranking shall be filed with the Judicial Authorities within the terms established by current legislation, within 60 days of publication.

Only students enrolled in AY 2020/21 will be included in the final ranking.

Students who meet income requirements but are **NOT yet enrolled** on PhD programmes, postgraduate schools or the first year of a Master's degree programme upon publication of the final ranking, will be considered beneficiaries subject to enrolment.

IMPORTANT: considering the 30 November deadline set for the internship (Art. 3.3.3), eligible medical students will be considered beneficiaries subject to successful completion of their internship.

NOTE: the publication of the ranking lists is by way of notice and no further communications will be sent out. It is the responsibility of the participants in the competition to view the results.

Art. 9 - Scholarship and supplement payment methods



The instalments will only be credited on "Carta La Statale", the University badge providing access to university services that students receive after enrolling. An ad hoc window in the student's personal UNIMIA page shows the status of the review of data entered upon registration, the progress of card production/ mailing and activation status.

Any students who did not receive their badge are kindly requested to amend any data according to the indications provided in the window link and, if necessary, contact the office through InfoStudenti, under the heading "university badge".

In order to receive payments, the card must also be activated as a "Flash Up Studio La Statale" prepaid card. To do this, students will have to:

1. activate the La Statale Card as a university badge;
2. upgrade the card to the "Flash Up Studio La Statale" version by going personally to any Banca Intesa Sanpaolo branch after making an appointment via the toll-free number 800303303 (dial 2 "for information on Products and Services", and then 1 "for information on accounts and payment cards").

Should the card not be active at the time of payment, subsequent payment attempts will be automatically made every month.

More information at <https://www.unimi.it/it/studiare/servizi-gli-studenti/badge-carta-la-statale>

Students residing in Syria, Iran and North Korea will be able to receive payments on an Italian bank account held in their name or by check.

9.1 Payment schedule

The Scholarship is paid in two equal instalments, and in a single instalment for students enrolled in the first year outside prescribed time.

9.1.1 First instalment

The payment of the first instalment will be ordered by **31 December 2020**.

Beneficiaries subject to enrolment completion will be paid the first instalment starting from January 2021 after completing their 2020/21 enrolment (PhD programmes, postgraduate schools and 1st year of Master's degree programmes) or passing the annual internship exam by 30 November 2020 (first and second-cycle degree programmes of the Faculty of Medicine).

9.1.2 Second instalment

The second instalment will be paid to students enrolled in years subsequent to the first year by **30 June 2021**.

Students enrolled in the first year will be paid the second instalment **by 31 October 2021** after verifying that they achieved the minimum merit requirement by 10 August 2021 (Art. 3.2.2).

9.1.3 Suspension of payment

In the event of a debt situation, the University reserves the right to suspend payment of the Scholarship until the debt is settled. A similar suspension can be applied in the case of financial or merit assessments, also for previous academic years.

Art. 10 - Incompatibilities

The scholarship is incompatible and cannot be combined with:

- a) similar economic benefits provided by the University or other public or private bodies;



- b) foreign student scholarships provided by the Ministry of Foreign Affairs;
- c) excellence scholarships granted by the University;
- d) free or subsidised-rate accommodation in colleges, residences or boarding schools, with the exception of the University housing facilities, based on merit and / or financial conditions.

In all cases students may opt for either benefit, such option being exercised no later than 30 days from granting of the second benefit by written notice to the University of Milan - Scholarship Office. Failing this, students will forfeit the benefits provided by the University of Milan.

The scholarship is instead compatible with the contributions for any programmes abroad and with the interregional mobility scholarships referred to in Ministerial Decree no. 755 of 4 September 2013. Moreover, it does not preclude participation in calls for university student collaborations.

Art. 11 - Forfeiture of the scholarship benefit

11.1 Total forfeiture

The right to the scholarship lapses if:

- a) a student does not submit any original documents required to confirm self-certifications (Article 12) to the University office within the terms set out in a letter received by registered mail;
- b) the University ascertains that self-certifications are not true, and the student thus fails the merit and / or income requirements provided for in Articles 3 and 4;
- c) a student applies for discontinuation of studies or transfers to another university during AY 2020/21. This provision does not apply to students enrolled in the first year of Bachelor's, Master's and single-cycle Master's degree programmes, if the merit requirement provided for by Art. 3.2.2 is achieved prior to the discontinuation of studies or transfer;
- d) a student is enrolled as a repeater for AY 2020/21 following the publication of the final rankings;
- e) a student enrolled in the first year of Bachelor's, Master's or single-cycle Master's degree programme does not achieve the merit requirement provided for by Art. 3.2.2;
- f) a student enrolled in the first year of a PhD programme or a postgraduate school does not achieve the merit requirement provided for by Art. 3.4.1;
- g) a student incurs greater disciplinary sanctions than written censure, for offenses against the University.

A student transferring to another University after the beginning of the academic year can ask the Milan University, no later than the publication of the provisional Scholarship rankings, to transmit their application to the new University.

In this case, the scholarship application is cancelled.

11.2 Partial forfeiture

Students enrolled in the first year of a Bachelor's, Master's or single-cycle Master's degree programme lose their right to the full benefit of the Scholarship and become entitled to a partial benefit if they meet the merit requirement pursuant to Art. 3.2.2 by 30 November 2021. They will be partially exempted from tuition fees, to the extent of 50%.

11.3 Consequences of forfeiture

Any students forfeiting the Scholarship benefit for any reason whatsoever shall pay the amounts received to the University of Milan, including any supplements provided for by Art. 6, and the amount corresponding to the value of the catering service actually enjoyed (for free meals only in the event of forfeiture due to lack of the merit requirement, for all meals taken in other cases).



In the event of partial forfeiture (see Articles 3.2.3 and 11.2) any benefit is deemed to be due to the extent of 50%. The student must therefore return a sum equal to the free service actually enjoyed and exceeding the amount of € 356.00 withheld from the first instalment of the benefit for the catering service.

***NOTE:** forfeiture, as withdrawal, results in the student losing their right to exemption from tuition fees.*

Regarding housing service, the student shall pay:

- a) the difference between the subsidised rate and the temporary lodging rate in the event of forfeiture due to untrue merit self-certification or for enrolment as a repeater during the year;
- b) the difference between the subsidised rate and the standard rate in the event of forfeiture due to untrue income self-certification or in the case provided for in letter a) of Art. 11.1;
- c) the subsidised rate or the standard rate set out in the Housing Service Call for Applications or, if more favourable to the student, the temporary lodging rate for the actual period of use, in case of forfeiture due to discontinuation of studies or transfer to another university.

For the refund of the amount due, agreements may be entered into with the student to stipulate recovery procedures, also on an instalment basis, without prejudice to the refund of the total amount as a lump sum in the event of career termination for discontinuation of studies or transfer to another. University.

Failure to pay the amount due, in whole or in part, will result in forced recovery procedures, as well as the suspension of the student's academic career until settlement.

Art. 12 - Self-certification ascertainment

Students will apply for all the benefits granted by the University of Milan using the self-certification option provided for by Presidential Decree no. 445 of 28 December 2000.

For the purpose of ascertaining self-certified merit, income and travel time data, the University of Milan uses the rights envisaged by the current legal provisions, namely Presidential Decree no. 445 of 28 December 2000, also requesting students any useful documents to ascertain the truthfulness of their statements.

The University of Milan, in agreement with the Income Revenue Authority, the Regional Directorate of Lombardy, and the Ministry of Finance, ensures formal and substantial ascertainment of self-certifications produced by students who will be beneficiaries of financial support or services awarded by competition, using direct links with the databases of the Income Revenue Authority and the Territorial Agency, as well as with the Registry Office of the Municipalities or any other Public Administration holding the self-certified data.

The University of Milan may also seek the assistance of the Finance Police, reserving the right to report any situations that need special treatment or further investigation.

Any false statements shall be punished pursuant to arts. no. 75 and no. 76 of Presidential Decree 445/2000, as art. 10 of Legislative Decree 68/2012.

The student shall therefore pay:

- a) in case of total loss of the benefit, the sum provided for by art. 10 of Legislative Decree 68/2012, or three times the amount received both as money and as services;
- b) in the event of partial loss of the benefit, three times the difference between the amount disbursed and the amount due.

The University may adopt disciplinary sanctions and report any potential crimes to the judicial authorities (art. 331 code of criminal procedure).



Art. 13 – Application deadlines and procedures

13.1 Deadlines

The scholarship application shall be submitted **by 30 September 2020**.

Students shall confirm their application online **by this date, on pain of exclusion** from the competition.

After completing the procedure, students will receive the 2020/21 benefit summary to their university email address or to the address indicated during registration.

Any event concerning the Scholarship, which occurs on a date following the submission of the application (obtaining a different Scholarship or other financial aid, transfer to another University, impossibility to continue the studies, withdrawal from studies, withdrawal from enrolment, change of programme, etc.) must be promptly notified to the Scholarship Office, which may withdraw the benefits if the requirements are no longer met.

13.2 Procedures

Applicants need not be already enrolled in AY 2020/21.

Students will apply using the self-certification option provided for by Presidential Decree 445 of 28 December 2000.

Applications must be submitted online by accessing:

<http://studente.unimi.it/dirittoallostudio/>

When completing the online application, select "**DSU Scholarship and University Scholarship**" since the application will be examined ex officio for granting the benefit based on relevant requirements.

Students with a University email account (name.surname@studenti.unimi.it) must **login** to the procedure using their University credentials, **complete** the forms and **confirm** the entered data by the deadline.

Students who are not enrolled yet shall access the procedure after registering to [www.unimi.it](https://registrazione.unimi.it) (<https://registrazione.unimi.it>).

In both cases it may be necessary to supply further documents (lease agreement to qualify as an off-site student, statement of equivalence of foreign qualifications, evidence of foreign family composition, etc.). All the required documents shall only be submitted by uploading the files to the appropriate webpage within the terms provided for by the online procedure.

Students participating in an international mobility programme in AY 2020/21 shall submit the Supplement Application together with the Scholarship Application.

***IMPORTANT:** Failure to submit a document within the prescribed deadline or submitting an irregular document will result in the student being excluded from the competition.*

Transferring from another university:

Any students transferring from another University after the beginning of the academic year must request that the Right to Education Agency of their previous University transfer their application, provided that it was submitted within the deadlines set out in the Agency's Call for Applications. The transfer must be finalised before the final ranking list is published. Inclusion in the ranking will be subject to merit and income requirements and the availability of funds.

Application amendment:

Those who are in receipt of the Scholarship for enrolling in the second semester of a Bachelor's degree programme, but obtain their degree and enrol on a Master's degree programme in the 2nd semester, may



request the amendment of their application for ay 2020/21 as Master's degree students.

Beneficiaries subject to enrolment in a Master's degree programme who do not obtain their Bachelor's degree can request the amendment of their application for academic year 2020/21 as Bachelor's degree students.

Amendment requests must be submitted to the Scholarship Office through the Infostudenti service, by 28 February 2021.

Art. 14 - Procedure Manager and contact details

According to Law no. 241 of 7 August 1990, the person in charge of the procedure referred to in this Call for Application is Mr. Stefano Salvatore, Head of the Scholarship Office.

To contact us, use the Infostudenti service: www.unimi.infostudente.it

Fro information: <https://www.unimi.it/it/studiare/borse-premi-mense-e-alloggi>

To receive information by phone: toll free number **800.188.128**, available from a landline

- In Italy **199 188 128**
 - The cost from a **landline** is that of a local call.
 - The cost of calls from **mobile phones** depends on the network provider.
- International calls **0039 056676357**
 - The cost depends on your operator.

Available Monday to Friday from 9am to 5pm

Milan, 14 July 2020

The Rector
Elio Franzini



2020/21 DSU Scholarship Call for Applications - Annex 1

List of Countries for which income and asset documentation (2019) is required for determining the equivalent University ISEE - INCOME EARNING COUNTRIES

Andorra	France	Poland
British Antarctic	Germany	Portugal
Netherlands Antilles	Japan	Monaco
Saudi Arabia	Gibraltar	Puerto Rico
Aruba	Greece	Qatar
Australia	Hong Kong	United Kingdom
Austria	Ireland	San Marino
Bahamas	Iceland	Czech Republic
Belgium	Cayman Islands	Romania
Bermudas	British Virgin Islands	Russia
Bulgaria	Israel	Singapore
Brazil	Kuwait	Slovakia
Cayman	Lebanon	Slovenia
Canada	Liechtenstein	Spain
Cyprus	Luxembourg	United States
Vatican City	Macau	South Africa
Croatia	Malta	Sweden
Denmark	Norway	Switzerland
Arab Emirates	New Zealand	Taiwan
Falkland Islands	The Netherlands	Hungary
Finland	French Polynesia	



2020/21 DSU Scholarship Call for Applications - Annex 2

Summary of application deadlines

Benefit	Deadline
Accommodation: returning students	23 August 2020
Accommodation: new admissions	23 August 2020
Scholarship	30 September 2020
Scholarship Supplement - Disabilities	30 September 2020
Scholarship Supplement - International Mobility	30 September 2020
Catering Service	15 December 2020
Extraordinary Grant	15 December 2020