

COMPETITION NOTICE FOR THE ASSIGNMENT OF BENEFITS ACADEMIC YEAR 2023/2024

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This document is a translation of the document “*Bando di concorso per l’attribuzione di benefici anno accademico 2023/2024* available on-line at the following web page: www.aliseo.liguria.it
Please note that in the case of discrepancies between the English language version of the Competition Notice and the Italian language version, **the Italian version prevails.**

Article 1 – Benefits of the Competition Notice

1. The benefits for which this competition is held are:

the scholarship: the payment of a monetary amount that varies according to the University ISEE and the type of student “On-site”, “Commuting”, “Off-site”;

additional amounts to the scholarship: payment of an additional amount to the scholarship monetary amount for students meeting the requirements referred to in article 12 of this Notice;

the accommodation: for “Off-site” students, the free use of accommodation in the university residences with any supplements paid by the student.

The scholarship, the related supplements and the accommodation are benefits attributed annually, on request, to students meeting the requirements specified in this Notice. The application must be submitted online annually within the terms established by this Notice.

2. Scholarship winners are also entitled to:

- a) the daily use of a free first meal and a second reduced rate meal at the ALiSEO Canteen centres;
- b) the exemption from payment of university or AFAM fees and regional taxes according to University Right to Study.

Article 2 – Eligible students

1. Students who are eligible for the benefits under this notice, limited to the achievement of the first degree for each level of study, are those enrolled in:

a) the following full-time courses run by the University of Genoa (hereafter “University”):

- first level three-year degree courses, single-cycle master's degree courses, second level specialised/master's degree courses;
- specialisation courses, with an exception for the medical area according to Italian Legislative Decree no. 368 of 17 August 1999; PhD courses activated according to Italian Legislative Decree no. 210 of 3 July 1998, Art. 4;

b) study courses run by the Institutions for Higher Education in Art and Music (AFAM), based in Liguria, pursuant to Table B attached to this notice:

- first-level specialist degree;
- second-level specialist degree (or equivalent);
- previous system degree.

2. The title obtained for the completion of studies at Fine Arts Academies, State Schools of Music and equivalent musical Institutes (Current System) and at the end of university diploma courses, is conventionally considered as equivalent to the three-year degree (first level title) and, as such, enables the student to compete for the concession of a scholarship and accommodation only for a master's degree, or a single-cycle master's degree, as long as, in this latter case, admission has taken place or takes place during years after the first in accordance with Article 3.5 paragraph 1.

3. The previous system degree (hereinafter also referred to as the “PS degree”) is conventionally considered equivalent to a master's degree (second level title) and allows the student to compete for the scholarship and accommodation but only in order to achieve the specialisation or PhD courses.

4. The diploma obtained after completion of previous system studies, completed at State Schools of Music and equivalent Musical Institutes, entitles the student to compete for a scholarship for any three-year course, as long as it is not run by the Institutes in question.

Article 3 - Duration of the concession of benefits

3.1 Scholarship

1. Students may obtain a scholarship for the first title, only for each level of study, for a maximum time, calculated from the year of first enrolment, of:

- a) if enrolled in first-level three-year degree courses: a total of 7 semesters (6 semesters plus an additional semester);
- b) if enrolled in single-cycle master's degree courses: a total of 11 semesters for students enrolled in courses with a legal duration of 5 years, a total of 13 semesters for students enrolled in courses with a legal duration of 6 years (a period corresponding to the duration provided by the respective educational systems plus an additional semester);
- c) if enrolled in second-level master's degree courses: a total of 5 semesters (4 semesters plus an additional semester);
- d) if enrolled in AFAM Institutions: period corresponding to the legal duration of the courses;
- e) if enrolled in PhD courses or specialisation courses: duration established by the respective teaching systems.

3.2 Accommodation

1. The duration of the free concession of accommodation limited to the first degree for each level of study, for a maximum period of time which is calculated from the year of first enrolment, is equal to:

- a) if enrolled in first-level three-year degree courses: a total of 8 semesters (6 semesters, plus 2 semesters);
- b) if enrolled in single-cycle master's degree courses: a total of 12 semesters for students enrolled in courses with a legal duration of 5 years, a total of 14 semesters for students enrolled in courses with a legal duration of 6 years (duration established by the respective teaching systems plus 2 semesters);
- c) if enrolled in second-level master's degree courses: a total of 6 semesters (4 semesters plus 2 semesters);
- d) if enrolled in the Institutions for High Artistic, Musical and Performing Arts Education: duration established by the legal duration of the courses;
- e) if enrolled in for PhD courses or specialisation courses: a period corresponding to the duration established by the respective didactic regulations.

2. For students referred to in letters a), b), c) of section 3.1 paragraph 1, the second additional semester is granted against payment of €200,00 per month if in ALiSEO Residences.

3.3 Scholarship for disabled students

1. Students with disabilities referred to in Article 13 of this Competition Notice, can obtain the scholarship, limited to for the first title for each level of study, for a maximum period of time

calculated from the year of first enrolment as follows:

- a) if enrolled in first-level three-year degree courses: a total of 9 semesters (6 semesters plus 3 additional semesters);
- b) if enrolled in single-cycle master's degree courses: a total of 13 semesters for students enrolled in courses with a legal duration of 5 years, a total of 15 semesters for students enrolled in courses with a legal duration of 6 years (duration established by the respective teaching systems plus 3 semesters);
- c) if enrolled in second-level master's degree courses: a total of 7 semesters (4 semesters plus 3 semesters);
- d) if enrolled in the Institutions for High Artistic, Musical and Performing Arts Education: duration established by the legal duration of the courses;
- e) if enrolled in for PhD courses or specialisation courses: duration established by the respective teaching systems.

3.4 Accommodation for disabled students

1. The duration of the free concession of accommodation service, limited to the first degree for each level of study, for a maximum period of time, calculated from the year of first enrolment, is equal to:

- a) if enrolled in first degree courses: a total of 10 semesters (6 semesters plus 4 additional semesters);
- b) if enrolled in single-cycle master's degree courses: a total of 14 semesters for students enrolled in courses with a legal duration of 5 years, a total of 16 semesters for students enrolled in courses with a legal duration of 6 years (duration established by the respective teaching systems plus 4 semesters);
- c) if enrolled in second-level master's degree courses: a total of 8 semesters (4 semesters plus 4 semesters);
- d) if enrolled in the Institutions for High Artistic, Musical and Performing Arts Education: duration established by the legal duration of the courses;
- e) if enrolled in for PhD courses or specialisation courses: duration established by the respective teaching systems.

2. For students referred to in letters a), b), c) of section 3.3 paragraph 1, the last additional semester is granted against payment of € 200,00 per month if in ALiSEO Residences.

3.5 Clarifications on the duration of the benefits

1. Students who, having achieved a three-year degree or any other title conventionally considered as equivalent, are or have been admitted to a single-cycle master's degree, may obtain a scholarship and accommodation for a maximum period equal to the difference between the normal duration of the single-cycle master's degree, increased by one semester (two semesters for accommodation – or two semesters for the scholarship and three semesters for the accommodation, in case of students with disabilities referred to in Article 13 of this Competition Notice and the number of years taken to achieve the study title in their possession.

2. Students who, having achieved a university diploma that allowed them to be admitted to a three-year degree or a single cycle master's degree, may take part in the selection for a number of semesters equal to the difference between the normal duration of three-year or the single-cycle master's degree, increased by one semester (or three semesters in case of students with disabilities referred to in Article 13 of this Competition Notice and the number of semesters taken to achieve the university diploma.

3. Students who, after having attended a three-year degree course (with or without graduation) are

or have been admitted to a single cycle master's degree, for the duration of the benefits, are taken into account the years of duration of the three-year degree and the years of enrolment in the single-cycle master's degree, including 2023/2024.

4. For students enrolled at the University and the AFAM Institutions who for the academic year 2023/2024 access simultaneously to the training courses referred to in art. 3 of the Decree of the Ministry of Education and University and Research 10 August 2017, no. 616 (24 CFU), the legal duration of the course attended is increased by one semester regarding to the position of “*studente in corso*” (regular student) with reference to the benefits referred to in this Notice.

5. Students who have obtained the equivalence of a degree achieved abroad cannot apply for the benefits referred to in this Notice for an equivalent level degree, without prejudice to the application of the provisions referred to in the previous paragraphs.

Article 4 - Definitions of the type of students

1. The term “**on-site student**” is used to refer to students residing in the municipality in which the attended course of studies is based.

The term “**off-site student**” is used to refer to students residing in a municipality that is distant from the place of the attended course and, therefore, request accommodation near the university, using the ALiSEO residential structures and, in case of unavailable free rooms, submit a regular housing contract following the instructions of the art. 22 of the Notice of Competition. Off-site students who request accommodation service must be at least eighteen years of age on the date of application deadline.

If students residing in municipalities that are considered as “**off-site**” with respect to the university locations (pursuant to Table A attached to this notice) should not request accommodation in the residential structures of ALiSEO, they shall be considered as “Commuting” students.

The term “**commuting student**” is used to refer to students who are not considered as **off-site** and yet reside in a municipality other than that of the place of the course of studies attended (see Table A attached to this Notice), who do not require accommodation in the ALiSEO residential structures or in residential structures holding agreements with ALiSEO (in accordance with what stated before).

The online application for benefits provides an automatic system for determining the type of student in function of the location of the attended course of study and of the municipality of residence of the student. This information must be declared by the student in the application.

If the “off-site student” (eligible or assignee) renounces the benefit of the accommodation place or if the above mentioned student does not submit the housing contract (as per art. 22 of The Notice of Competition), the student will receive the payment of the scholarship amount as a “commuting student”.

2. Students who believe that they should actually be classified differently, on the basis of the travel time necessary to reach the municipality where the attended course of studies is based using public means of transport, they may request their status to be reviewed at the same time as submitting their application for a scholarship. To this purpose, they must therefore submit a specific, duly documented request to this end, showing the time taken to reach the municipality where the attended course of studies is based, from their place of residence. The Head of the Department Right to Study of ALiSEO evaluates the request at his sole discretion within the date as indicated in the art. 23 paragraph 6 of the Notice.

3. The international non-EU students residing in Italy and applying for a place in ALiSEO's residential facilities are considered to be “off-site” with the exception of those whose household

resides in Italy. In this case, in order to determine the “typology” of the student the actual residence of the family unit is considered,.

4. The “independent” student, referred to in art. 11.4.1 of this Competition Notice, is considered to be “off-site” regardless of their place of residence, in accordance with the provisions of Ministry of Universities and Research Decree no. 1320 of 17 December 2021.

Article 5 - Conventional year of first registration, provisions for changes of course or renunciation of studies

1. The requirements of merit, as referred to in article 8 and 9 of this Notice, that must be met by students always refer to the conventional year of first registration.

The conventional year of first registration is considered to be:

- for students registered on first level degree courses and on single-cycle master's degree courses and on previous system degree courses, the academic year of first registration to University or AFAM institutions;
- for students registered on second level degree courses, the academic year of first registration for the second level degree to University or AFAM institutions.

2. The conventional year of first registration in the following cases is determined as follows:

a) for University or AFAM students for whom it has been established “the change in course without validation of previous career”, the conventional year of registration is the first year of enrolment to the previous career;

b) for students who, after having attended a three-year degree (with or without graduation) are admitted or have been admitted to a single-cycle master's degree, in the presence of validation by the University of credits previously obtained, the years of duration of the three-year degree and the years of enrolment in the single-cycle master's degree (2023/2024 inclusive) are counted;

c) for students to whom credits achieved in previous careers (Italian and/or abroad) are recognized and validated, even after the submission of the application for benefits, the conventional year of enrolment is the first year of enrolment in the previous career;

d) for students who obtain exemptions from educational obligations through the validation of credits (previously obtained) not delivered in Italian or foreign university courses, the conventional year of registration is the first year of enrolment at the University of Genoa. In order to assess whether or not the requirement of merit is met, only credits acquired from the University of Genoa will be considered.

e) for students who make the transfer / leave from another Italian University, it will be considered as conventional year the one of first enrolment at the course of origin. In order to be admitted to the competition for ALiSEO benefits, students must be validly registered with the University of Genoa by 27 October 2023.

f) for students who obtain exemptions from educational obligations through the validation of credits previously obtained during international mobility programmes, the conventional year of registration is the first year of enrolment at the University of Genoa. In order to assess whether or not the requirement of merit is met, only credits acquired from the University of Genoa will be considered.

g) for students who have renounced their studies in connection with their “previous career”, enrolling *ex novo* to a course for the first time, the years of registration will not be counted and neither will changes of course prior to academic year 2023/20234

h) for students who have obtained from University, pursuant to art. 9, paragraph 4 and 5 of Legislative Decree no. 68 of 29 March 2012, the granting of the exemption from the payment of the fees for the interruption of the studies, the years for which the University ordered the

exemption are not counted.

i) for students who obtain exemption from educational obligations through the recognition of credits obtained in the year of enrolment in “individual courses”, the conventional year of first enrolment is the first year of the course for which the benefits are requested. For the purposes of evaluating the merit requirement for obtaining benefits, credits acquired in the year of enrolment in “individual courses” are not considered.

3. Students who are enrolled for the academic year 2023/2024 cannot apply for benefits for a course year if they have already applied for benefits for the same year to ALiSEO or to another Italian Institutions for right to University study, even in case of a change of course “with” or “without” exam validation and/or renunciation of studies.

Please note that the aforementioned provision does not apply to students who:

- have not completed their enrolment at the University or at AFAM Institutions for the same course year for which they intend to re-apply for benefits;
- have been “excluded” from the final ALiSEO rankings for the same course year for which they intend to re-apply for benefits.

4. On the basis of the M.I.U.R and the Ministry of Foreign Affairs and the Interior provisions on the matter of access for foreign students to university courses, for the purpose of issuing an entry visa for Italian territory for reasons of study, non-EU students who make study renunciation must return to their country of origin and, in order to enrol in another course at the University, they must request a new entry visa for reasons of study.

Article 6 - Method for the submission of on-line applications for the assignment of benefits

1. The application to take part in the competition for the assignment of ALiSEO benefits for academic year 2023/2024 must only be submitted by the online procedure on the website: www.aliseo.liguria.it.

2. According to Decree-Law No. 76 of July 16, 2020, converted into Law No. 120 of 11 September 2020, as of 1 March 2021, in order to access services and benefits offered by the Public Administration, it is necessary to be in possession of SPID credentials (at least level 2) or the Electronic Identity Card (CIE).

6.1. Exceptions to the use of SPID/CIE (until new regulatory dispositions):

1. Students who on the date of application are not in possession of the Italian citizenship and a valid Italian identity document are exempted from the requirement to have SPID credentials (at least level 2) or the Electronic Identity Card (CIE) and can therefore access the online "Accreditation" procedure (registration on the ALiSEO website).

These students, during the accreditation process, must upload the following valid documents:

- a) for EU citizens: identity card (front and back);
- b) for non-EU citizens: passport.

Under-age students with Italian citizenship can access the online procedure using the Electronic Identity Card (CIE).

2. At the end of the accreditation process, a personal code (user code) is sent to the email indicated by the student, which is used only when logging in for the first time. Through the use of this code

the student can access the forms for requesting benefits by performing the “Login” and then clicking on “*Domanda Benefici Studenti*”. For further access to the online procedure, the student must use his/her own tax code (Fiscal Code) as username and the password he/she entered in the “Accreditation” procedure.

6.2 How to apply for benefits

1. To fill in the application form for benefits, the student must have and know:

- a) Student enrolment number/ID student number;
- b) Fiscal code;
- c) SPID or CIE identity or valid student ID identified in the paragraph “Exceptions to the use of SPID/CIE (until new regulatory requirements)”;
- d) E-mail address for any communication with ALiSEO (see Article 29);
- e) Income documentation (see Article 11);
- f) IBAN code of the current account or prepaid card, Italian or SEPA area, This account must be entitled to the student or has to be a joint account of the student requesting the benefit;
- g) Number of achieved credits/years registered by University/AFAM at the date of 10 August 2023 and the marks arithmetic average. This information is requested only to students enrolled in subsequent years (see Article 9);
- h) Valid Italian certification attesting the recognition of disability pursuant to art. 3 paragraph 1 of Law n. 104 of 5 February 1992, or disability equal to or greater than 66%, for students applying for "Integration of students with recognition of disability (art. 3 paragraph 1 Law n. 104/92) or disability equal to or greater than 66%" (art. 13 of this Announcement).
- i) Identity card, driving licence or passport.

2. Once logged-in, students must:

- Fill in the online form, attaching the requested certifications;
- Verify the correctness of the inserted data;
- Submit the application;
- Verify that the application has been correctly sent by verifying the receipt of the e-mail attesting the protocol number of the application;
- Print or save the application receipt.

3. During the online registration students are requested to insert an e-mail address. This address must be directly attributable to the student and be managed directly from the student since any communication from ALiSEO will be made to this e-mail address. The student must be aware that the lack of check and reading of the communications sent by ALiSEO does not represent an acceptable reason of complaint. Any modification of e-mail address must be immediately notified to ALiSEO through the form available on the personal webpage of the student “Sportello Studente” (see article 29 of this Notice).

4. The application is to be correctly submitted if the student has the receipt of the application with the protocol number related to the application. This receipt does not represent the eligibility for the benefits: the result of the application will be available with the publication of the provisional ranking lists and, after those, with the definitive ranking lists.

5. Students must verify the correctness of the attached files. Documents must be entirely scanned and must be readable in all their parts. Accepted formats are PDF, JPEG, PNG o GIF, for a

maximum size of 5Mbytes each. If damaged files (not readable) are to be attached, those files will not be considered as valid for the competition.

6. The access codes to apply for benefits are strictly personal and the application must therefore be completed exclusively by the student who requests the benefits and takes full responsibility for the declared information.

6.3 Modifying the information in the application form

1. Students can modify the information inserted in the online application form:

within the deadline dates for the submission of the application:

- a) the student who has not finished to fill in the application form and therefore has not yet submitted the online application can re-enter the online procedure. In order to finalize and submit the online application the student must follow the provisions in paragraph 6.4 of this article.
- b) the student who, after having submitted the online application, wants to modify the declared information or the attached files, can re-enter the application form and, once the modifications are done, submit again the application following the provisions in paragraph 6.4 of this article.

after the deadline dates for the submission of the application:

- a) the student can modify information as far as personal data and IBAN code are concerned, re-entering in the “Student desk/*Sportello Studenti*” page;
- b) any other event which may happen after the submission of the application must be immediately notified to ALiSEO using the e-mail address borsestudio@aliseo.liguria.it. ALiSEO will check the requirements subsistence or will decide for a revocation order of the benefits. If not, ALiSEO reserves the right to order measures as far as the omission of communication is concerned.

6.4 Non-EU international student without a visa

1. Non-EU international students who are not in Italy by the deadline for benefits request, due to delays in the issue of visas by the competent authorities, are only required to upload their passport and ISEEUP certificate when submitting their application. Once arrived in Italy, the student must enter in the “*Sportello Studente*” section the IBAN code of their current bank account or prepaid card, Italian or SEPA (in this case it is also necessary to specify the BIC/SWIFT code). This account must be entitled to the student or has to be a joint account of the student requesting the benefit and the tax code attribution certificate issued by the “Agenzia delle Entrate”.

Article 7 - Deadline dates for the online application for benefits

1. The application for benefits (scholarship and accommodation services) must be submitted by enrolled students or students who want to enrol to University and AFAM:

<i>Table n. 1</i>		
Terms for the submission of an application – UNIVERSITY		
Students	Requested benefit	Period for application

<ul style="list-style-type: none"> UNIGE and AFAM students (first year and subsequent to the first) PhD and specialization schools 	Scholarship accommodation	and	From 12/06/2023 to 31/07/2023 at 12:00 p.m.
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<i>Table n. 2</i>		
Terms for the integration as per art. 12 paragraph h)		
Student's enrolment	Type of the request	Period for application
UNIGE and AFAM students (first year and subsequent to the first)	Scholarship supplement as per art. 12 of this notice letter h) - simultaneous enrolment in two courses of study	from 3/10/2023 to 16/10/2023 at 12:00 p.m.

2. The deadlines for the online submission of the application are peremptory. After these dates it will not be possible to apply. Any anomalies arising from the ALiSEO's computer procedure that do not allow the application for benefits to be submitted within the above-mentioned deadlines must be reported to the email address, borsestudio@aliseo.liguria.it not later than 12:00 p.m. of the in the Table 1 and 2 mentioned deadlines. The competent service will evaluate the acceptability of the applications received at its sole discretion.

The aforementioned deadlines must be respected by all students, including those who will be able to enrol at the University for the year 2023/2024 only after the dates indicated, i.e. after passing tests or admission tests or after obtaining a first level degree.

Students who can apply for the benefits referred to in this Notice of Competition after the deadline of 31 July 2023, by contacting the Economic Benefits Service, are students who;

- have passed the national admission tests and have been assigned on the national ranking list at the University of Genoa. The application for the benefits must be submitted by 20 October 2023.
- by 20 October 2023, transfer from another Italian University or AFAM Institutions and have applied for the benefits to the competent Institution for the right to University Studies. Said students must meet the requirements of this Announcement. ALiSEO authorizes the request upon receipt of a copy of the application for benefits from the University Study Institution of the University or AFAM Institution of origin.

3. Students can ask for information and assistance in filling in the on-line application by calling **840.84.80.38** within the following hours: from Monday to Friday, 9.00 to 12.00, Tuesday and Wednesday also from 14.30 to 16.30 from 12 June 2023 to 31 July 2023. The cost of the call is € 0.10 excluding VAT, per connection fee.

Article 8 - Students registered for the 1st year (1st and 2nd level) - Requirements for merit

1. Students who want to enrol for the first time in a first-year course (without prejudice of article 5), to apply for benefits, they must possess the economic requirements as per article 11 of this Notice. At the moment of the online submission the merit requirements are not requested. This requirement, if the student is awarded with a scholarship, must be attained by the student during the academic year as specified in the following paragraph.

2. Students awarded with a scholarship during the academic year 2023/2024 must achieve 20 credits obtained and registered by University or AFAM Institutions, by the dates below specified, in order to receive the payment of the scholarship. To these students the amount is paid as follows:

a) first year students of the three - years degree and first year students of one-cycle master's degree:

20% of the whole scholarship amount by 10 November 2023;

30% of the whole scholarship amount by 31 December 2023;

50% of the whole scholarship amount at the achievement of 20 credits by 8 August 2024.

b) first – year of Master’s Degree students:

50% of the whole scholarship amount by 31 December 2023;

50% of the whole scholarship amount at the achievement of 20 credits by 8 August 2024.

The payment of the amounts mentioned above in paragraph a) referring to 20% and 30% and to the amount of the first instalment of 50% mentioned in paragraph b) will consist firstly, for “commuting” and “off-site” students, in the fee service of the scholarship (one free meal in the Canteen centres and free accommodation for the AY 2023/2024).

In case the service fee is not sufficient to cover the 50% part of the scholarship, ALiSEO will provide with the payment of the residual monetary difference.

For students enrolled in Health Professions degree courses, related to the School of Medical and Pharmaceutical Sciences, for the purpose of calculating the 20 credits, the credits from the technical internship examination scheduled for the 2023/2024 academic year are also taken into account if obtained and registered by the University in the student’s section “Examination self-certification” by 31 October 2024.

3. Students who have been awarded the scholarship and have not obtained at least 20 credits by 30 November 2024 will have their benefits revoked and will have to reimburse the costs of the services they have been provided with (accommodation and catering).

4. In exceptional cases, the Director General of ALiSEO, on a grounded and duly documented request, may postpone the terms envisaged for the achievement of the minimum levels of merit required by up to three months, thereby avoiding revocation.

5. Students with disabilities referred to in Article 13 of this Competition Notice who have been awarded a scholarship are not required to achieve the merit requirement in order to receive the monetary portion of the scholarship. Therefore, to such students, the scholarship shall be disbursed in a lump sum by December 31st, 2023.

Article 9 - Requirements of merit for students of all courses enrolled for years after the first

9.1 Students enrolled in current system courses

1. Students enrolling for the academic year 2023/2024 on the degree courses indicated below must have acquired the following minimum requirements by **10 August 2023**:

Table n. 3

STUDENTS ENROLLED FOR THE 2023/2024 FOR THE FOLLOWING DEGREE COURSES

*Credits necessary to obtain a scholarship
(to be achieved by 10 August 2023)*

Three-year degree 1st level	Master's degree 2nd level	Single-cycle master's degree (5 years)	Single-cycle master's degree (6 years)
2nd year: 25 credits First enrolment 2022/2023 3rd year: 80 credits First enrolment 2021/2022 Last semester: 135 credits First enrolment 2020/2021	2nd year: 30 credits First enrolment 2022/2023 Last semester: 80 credits First enrolment 2021/2022	2nd year: 25 credits First enrolment 2022/2023 3rd year: 80 credits First enrolment 2021/2022 4th year: 135 credits First enrolment 2020/2021 5th year: 190 credits First enrolment 2019/2020 Last semester: 245 credits First enrolment 2018/2019	2nd year: 25 credits First enrolment 2022/2023 3rd year: 80 credits First enrolment 2021/2022 4th year: 135 credits First enrolment 2020/2021 5th year: 190 credits First enrolment 2019/2020 6th year: 245 credits First enrolment 2018/2019 Last semester: 300 credits First enrolment 2017/2018

Please note: The calculation of the number of credits only includes those recorded on the examinations certificates issued by the University of Genoa or by the Institutions for Higher Education in Art and Music (AFAM), indicating that they have been acquired by 10 August 2023.

Table n. 4

STUDENTS ENROLLED FOR THE ACADEMIC YEAR 2023/2024
with a recognised disability pursuant to Article 3 paragraph 1 of Law no. 104 of 5 February 1992 or with a disability equal to or greater than 66%
TO THE FOLLOWING DEGREE COURSES
Credits necessary to obtain a scholarship
(to be achieved by 10 August 2023)

Three-year degree 1st level	Master's degree 2nd level	Single-cycle master's degree (5 years)	Single-cycle master's degree (6 years)
2nd year: 15 credits First enrolment 2022/2023	2nd year: 18 credits First enrolment 2022/2023	2nd year: 15 credits First enrolment 2022/2023	2nd year: 15 credits First enrolment 2022/2023
3rd year: 48 credits First enrolment 2021/2022	3rd year: 48 credits First enrolment 2021/2022	3rd year: 48 credits First enrolment 2021/2022	3rd year: 48 credits First enrolment 2021/2022
4th year: 81 credits First enrolment 2020/2021	Last semester: 81 credits First enrolment 2020/2021	4th year: 81 credits First enrolment 2020/2021	4th year: 81 credits First enrolment 2020/2021
Last semester: 114 credits First enrolment 2019/2020		5th year: 114 credits First enrolment 2019/2020	5th year: 114 credits First enrolment 2019/2020
		6th year: 147 credits First enrolment 2018/2019	6th year: 147 credits First enrolment 2018/2019
		Last semester: 180 credits First enrolment 2017/2018	7th year: 180 credits First enrolment 2017/2018
			Last semester: 213 credits First enrolment 2016/2017

Please note: The calculation of the number of credits only includes those registered on the examinations certificates issued by the University of Genoa or by the Institutions for Higher Education in Art and Music (AFAM), indicating that they have been acquired by 10 August 2023.

2. It is specified that for all degree courses, credits are considered as acquired and therefore valid in terms of meeting the requirement of merit when included in the student's career and registered

on the certificate of examinations issued by the University of Genoa or by the Institutions of Higher Education in Art and Music (AFAM) within August 10th, 2023, specifying that they were acquired by said date.

The following credits are not valid in terms of calculating merit:

- a) Credits deriving from educational debts;
- b) Credits of *in itinere* activities which require supplements for the final note;
- c) Credits of single courses if not validated;
- d) Any excess credits, i.e. the ones not required for the achievement of the title;
- e) Credits deriving from a first-level degree obtained abroad and validated by the University for a master's degree course.

3. Students enrolled in degree courses in medical professions, run by the School of Medical and Pharmaceutical Sciences, may specify in advance (during the application for the benefits) the credits achieved by practical traineeships that will be considered under reservation pending registration by the University of Genoa by 31 October 2023. If the registration is made after this date, said credits will not be considered valid and therefore the student's position will be reconsidered for the publication of the final ranking list.

4. Students who have achieved credits during their international mobility period can indicate in advance in the application the relevant credits which will be considered under reservation pending registration by University or AFAM Institutions. Exams achieved during international mobility must be registered in the exam certification, released by University and AFAM Institutions, with the indication of their achievement within the date of 10 August 2023. Should the registration be made after the said date, the credits will not be considered valid and therefore the student's position will be reconsidered.

5. Any variation following the deadline for the submission of the application for the benefits related to the merit requirement must be promptly communicated to ALiSEO's Economic Benefits Service, at the following email address borsestudio@aliseo.liguria.it, which will verify the preservation of the requirement.

6. Any credits achieved and registered between August 1st and August 10th 2023 that have not been declared in online application have to be notified to ALiSEO's Economic Benefits Service at the following email address borsestudio@aliseo.liguria.it, by 31 August 2023.

9.1.1 Bonus credits

1. Students who fail to achieve the minimum number of credits referred to Tables 3 and 4 within the date of 10 August 2023, they may use a bonus in addition to the credits effectively achieved.

2. Bonus credits are achieved from the conventional year of first enrolment to all University courses (first-level three years degree, single-cycle master's degree and second level master's degree), as follows:

- 5 credits bonus for the application of the benefits for a second year student;
- 12 credits bonus for the application of the benefits for a third year student ;
- 15 credits bonus for the application of the benefits for a subsequent third year student .

3. Specifications about the bonus credits:

- a) The bonus value increases only if the bonus is not used, up to a maximum of 15 bonus credits;
- b) Individual bonuses are not cumulative;

- c) A bonus fully used by students result in the loss of the right to use other bonus points for the rest of their academic career;
- d) The residual bonus amount can be used in the following years;
- e) The bonus acquired and not used in the three-year degree courses may be used if the student registers for a second level specialised/master's degree courses (max. 15 credits). The student will not achieve new bonus points during the second level master's degree;
- f) The bonus used to achieve the minimum of credits for the academic year of application for benefits cannot be counted by the student within the range of the credits achieved to obtain merit in the following year.

4. Students must apply for the bonus during the online application in the section “Merit Conditions”. The bonus, if still available, will be automatically assigned. The Economic Benefits Service reserves the right to make further verification as for the availability of the bonus credits.

5. The student coming from other Italian Universities or from other AFAM institutions applying for the bonus credits must indicate in the online application the name of the University of origin. The Economic Benefits Service reserves the right to verify automatically the bonus self-certified by the student.

6. Bonus credits can not be used by the following students:

- enrolled in previous system courses;
- enrolled in the first year of first and second level courses to achieve the merit requirement as per article 8 paragraph 2 (20 CFU);
- enrolled in a first year of a master's degree course to achieve 135 credits that allow the right to the accommodation service as a confirmation student.

9.3 Seventh semester and first year of a master's degree - admission and merit requirements

1. The application for the “seventh semester and first year of a master's degree” allows students meeting the requirements of 135 CFU achieved and registered by University within 10 August 2023 (or 114 CFU for disabled students) to submit an application for benefits for two different levels of courses of study at a single time.

Only students in the following position may submit this type of application:

- a. students registered in academic year 2020/2021 (2019/2020 for disabled students) in a three-year level degree at University;
- b. students not graduated by 31 July 2023;
- c. students who register for the academic year 2023/2024 for a first-year master's Degree or for a fourth year first level degree .

Students who do not jointly satisfy the above a), b) and c) conditions, must verify their requirements for the application for the “last semester” (see paragraph 9.4) or for “first year master's degree” (article 8 of this Notice).

The student who has already obtained a three-year level degree at the moment of submitting the application, or who will obtain it by 31 July 2023, must apply for the benefits as a “first year master's degree student”.

2. The deadline for the submission of the application for the “seventh semester and first year of a master's degree” are the ones indicated for the years after the first one.

3. The application for benefits for the “seventh semester and first year of a master's degree” must be submitted using the specific option available in the on-line application (section “*Cosa studi*”). At first, students shall consecutively fill in the fields relevant to the seventh semester of the degree

course and thereafter those for the first year of the master's degree.

4. Merit requirements to obtain/preserve benefits for the “seventh semester and first year of a master's degree” are the following:

- for the seventh semester while submitting the application, the requirements stated in Tables 3 and 4 of the previous paragraph 9.1 of this Notice;
- for the first year of the master’s degree they must be achieved during the academic year in accordance with what stated in the previous article 8 of this Notice.

5. Students awarded with the scholarship will be paid a first instalment which equals to 25% of the net amount of the scholarship (see Table 8 article 17 in this Notice), possible supplements included, by 31 December 2023.

The second instalment will be paid according to the following provisions:

- Students enrolled for a first year of a master’s degree for the academic year 2023/2024:
 - a. on the achievement of 20 credits within 10 August 2024: 75% of the amount of which at Table 8 article 17 of this Notice, possible supplements included;
 - b. on the achievement of 20 credits within 30 November 2024: 25% of the amount of which at Table 8 article 17 of this Notice, possible supplements included.
- Students enrolled to a seventh semester (fourth year of a first level degree) for the academic year 2022/2023:
25% of the net amount of which at Table 8-9 of article 17 of this Notice, possible supplements included.

Students referred to in paragraph 5 letter b) who have been awarded scholarships and who do not achieve at least 20 credits by 30 November 2024 will have their benefits revoked and will have to reimburse the costs of the services they have benefited (accommodation and catering).

6. Students who have been awarded a scholarship for “seventh semester and first year of a master's degree”, who:

- a. may not enrol to the first year of a master’s degree for the academic year 2023/2024 by 10 March 2024, will be considered awarded of a “last semester” scholarship;
- b. are enrolled to the first year of a master’s degree for the academic year 2023/2024, may only compete as students registered for the second year of a second level master's degree in the academic year 2024/2025.

9.4 Last semester –Access and merit requirements

1. The application for the “last semester” is reserved to students possessing the requirements referred to at Tables 3 and 4 article 9 (requested merit for “last semester”) and who are enrolled for the academic year 2023/2024 in the first year beyond the legal duration of the course: Bachelor degree, single-cycle master degree and second level master’s degree.

2. The deadline for the application as a “last semester” students are the ones specified for the students enrolled for years after the first (see article 7 of this Notice).

3. The students awarded with a “last semester” scholarship are entitled to:

- 50% of the amounts as per table 8, article 17 of the present Notice, included possible supplements;
- a free meal per day at the canteen service, starting from the final ranking and until 31

- March 2024;
- a free accommodation, if assignee, from the date of publication of the rankings and until 31 March 2024.

It is agreed that as from 1 April 2024, the student awarded a semester scholarship is required to pay for the meals at the price applicable to his “bracket” (see Catering Service Regulation) and for the monthly rent of 200,00 € until completion of the degree.

Article 10 - Requirements of merit for students registered for doctorate and specialisation courses

As for doctorates pursuant the Legislative Decree n.210 of 03 July 1998, art. 4 and specialisation courses, apart from those of the medical area, pursuant to Italian Legislative Decree no. 368 of 17 August 1999 (first year and following years), students must be validly enrolled and admitted to courses in the ways envisaged by the respective teaching systems without any surpassing of the prescribed course duration or repeating from the year of first registration.

Article 11 – Economical requirements

11.1 University ISEE/Parified ISEE

1. The student’s economic conditions are identified by Prime Ministerial Decree 159 of 05/12/2013 and subsequent amendments and additions on ISEE and completed by the criteria envisaged by Prime Ministerial Decree 9 April 2001, by article 5 and by Articles 7 and 8 of the Legislative Decree n. 68 of 29 March 2012.

In order to apply for the benefits, the student must mandatorily be in possession of the ISEE certificate for Subsidised Benefits for the Right to University Study (ISEEU/ISEEUP) as specified below.

11.1.1 ISEEU - ISEE University Attestation

It can be issued by all Authorised Tax Assistance Centres (CAAF) or it can be filled in on the INPS website.

For the purposes of participation in the competition for the awarding of benefits for the academic year 2023/2024, it is considered valid the most recent ISEEU 2023 certificate present in the INPS database, issued in favour of the student requesting the benefits pursuant to this Announcement, whose *Dichiarazione Sostitutiva Unica* (DSU) was signed by 31 July 2023.

In addition to the previous it is also considered valid the current ISEE statement, issued on the basis of the ISEEU 2023 statement with the aforementioned modalities and within the aforementioned deadline.

In the online application, students are required to allow ALiSEO to retrieve from the INPS database the parameters related to the last ISEEU 2023 certificate issued in their favour and requested not later than 31 July 2023.

In order to take part in the competition, students who by the application deadline are not yet in possession of the ISEE University certificate must at least possess the receipt certifying the submission of the “*Dichiarazione Sostitutiva Unica*” (DSU) to the CAAF.

If there is no DSU 2023 in the INPS database requested by 31 July 2023, the student will be **DEFINITELY** excluded from the competition in the provisional rankings.

ISEEU certificates with annotations and/or discrepancies are not considered valid for the competition.

ISEEU certificates issued by 31 July 2023 containing annotations or discrepancies or “ordinary ISEE” certificates may be corrected and re-issued, **under penalty of being DEFINITELY** excluded from the competition, by 27 October 2023.

11.1.2 ISEEUP - ISEE Parified University Certificate

It can only be issued by Authorised Tax Assistance Centres (CAAF) that are affiliated with ALiSEO, the list of which is available on ALiSEO's institutional website.

In order to obtain the ISEEUP, the student must possess the consular documentation required by the CAAFs that have an agreement with ALiSEO.

For the purposes of participation in the competition for the awarding of the benefits for the academic year 2023/2024, ISEEUP certificates issued by the affiliated CAAFs during the solar year 2023 by 27 October 2023 are considered valid.

Any student who submits an application for benefits within the deadline set out in the present Competition Notice, without being in possession of the ISEEUP 2023 certificate by 27 October 2023 will be included in the rankings in the status of "suspended" and may correct the situation not later than 31 December 2023, **under penalty of being DEFINITELY revoked from the assigned benefits.** In the on-line application, the student must compulsorily upload the ISEEUP 2023 certificate within the aforementioned deadlines.

11.1.3 ISEEU or ISEEUP request

The following table is provided for explanatory purposes and not as an exhaustive list for the ISEEU or ISEEUP application:

ISEEU or ISEEUP certificate				<i>Table no. 5</i>
STUDENT	FAMILY UNIT WHOLLY RESIDENT IN ITALY	FAMILY UNIT WHOLLY RESIDENT ABROAD	FAMILY UNIT PARTLY RESIDENT IN ITALY AND PARTLY RESIDENT ABROAD	
ITALIAN CITIZENSHIP	ISEEU	ISEEUP Also in the case of entire family unit registered with AIRE	ISEEU If one of the following cases occurs: 1) the members of the family unit residing abroad are registered with AIRE and are married to a member of the family unit residing in Italy; 2) the student who applies for the benefits is enrolled in AIRE and has the family unit entirely resident in Italy.	

			In all other cases: ISEEUP
EU OR NON-EU CITIZENSHIP	ISEEU	ISEEUP	ISEEUP Integrated by the ISEE "ORDINARIO" related to income and assets in Italy and of family unit members residing in Italy ISEEU only if family unit members residing abroad are Italian citizens registered at AIRE and are married to a family unit member residing in Italy
APOLID STUDENT or INTERNATIONAL PROTECTION HOLDER	ISEEU which only takes into account any income and assets produced and/or owned in Italy		

11.2 Economical and income limitations – ISEEU – ISEEUP and ISPEU - ISPEUP

1. The ISEEU - ISEEUP of the student's family unit who is requesting the benefits provided by the present Application Requirements and Regulations must not exceed € 25,000.00 and the Equivalent Financial Situation Indicator ISPEU - ISPEUP (*Indicatore della Situazione Patrimoniale Equivalente Universitaria*) must not exceed € 55,000.00. The exceeding of even only one of the two aforementioned indicators is cause for exclusion from the benefits of the present Notice of Competition.

The values of the economic indicators mentioned above and shown below in Table No. 6 are determined in compliance with the maximum values established by Decree No. 204 of the Ministry of Universities and Research of 23 February 2023.

Economic conditions		<i>Table nr. 6</i>
Income	Assets	
ISEEU-ISEEUP ≤ € 25.000,00	ISPEU-ISPEUP ≤ € 55.000,00	

2. If the student, while filling out the online application, in the appropriate box in the “economic data” section has indicated a scholarship amount provided by ALiSEO in the 2021 tax year, the amount will be automatically deducted from the declared ISEEU/ISEEUP 2023. The student will be included in the ranking with the ISEEU-ISEEUP-ISPEU indicators recalculated net of the amount of the scholarship entered.

3. For the determination of the student's conventional family unit, to be declared in the DSU, reference is made to the regulations in force regarding ISEEU.

4. ALiSEO is in no way responsible for the failure of INPS/CAAF to forward the data contained in the DSU and/or the processing of the ISEEU/ ISEEUP for the application for benefits.

11.3.1 Non-EU international students without a visa- access to the online application

The non-EU international student who wishes to apply for ALiSEO benefits for the first year of the degree course, but is unable to obtain a visa to arrive in Italy by the deadline for submitting the application for benefits due to delays in the issuance of the visa by the competent authorities, may still apply for benefits from abroad within the time limits set out in Article 7 of this Notice.

Once the pre-enrolment procedure has been completed, the student, through the University's Foreigners Sector, receives the student ID number necessary to submit the online application for benefits from abroad. In the application for the benefits, the students are required to upload their passport and ISEEUP certificate issued by an Authorised Tax Assistance Centre (CAAF) affiliated with ALiSEO by the dates indicated in paragraph 11.1.2.

Students, once arrived in Italy, must:

- submit in the "Student Desk" section their IBAN code of an Italian bank or prepaid card, Italian or SEPA area. This account must be entitled to the student or has to be a joint account of the student requesting the benefit;
- upload the tax code attribution certificate issued by the Internal Revenue Service (*Agenzia delle Entrate*).

11.3.2 Students from particularly poor and developing countries

Students from particularly poor and developing countries as per decree of the Ministry of University and Research 28 February 2023, nr. 115, (see Table no. 7 below) must submit a certificate from the Italian Representation in their country of origin certifying that the student does not belong to a family known to be of high income and high social level. This certification, for the purpose of determining the amount of the University ISEEU and ISPEU is equivalent to € 0.00 for both indicators.

PARTICULARLY POOR AND DEVELOPING COUNTRIES

Afghanistan	Mauritania
Angola	Mozambique
Bangladesh	Myanmar
Benin	Nepal
Bhutan	Niger
Burkina Faso	Rwanda
Burundi	Sao Tome and Principe
Cambodia	Senegal
Central African Republic	Sierra Leone
Chad	Solomon Islands
Comoros	Somalia
Democratic People's Republic of Korea	South Sudan
Democratic Republic of Congo	Sudan
Djibouti	Syrian Arab Republic
Eritrea	Tanzania
Ethiopia	Timor-Leste
Gambia	Togo
Guinea	Tuvalu
Guinea - Bissau	Uganda
Haiti	Yemen
Kiribati	Zambia
Lao People's Democratic Republic	
Lesotho	
Liberia	
Madagascar	
Malawi	
Mali	

11.3.3 Stateless and internationally protected students

1. The stateless students must upload a copy of the residence permit attesting their “stateless status”. Students who are not yet in possession of a residence permit must upload a certified copy of the sentence declaring their stateless status.
2. Students under international protection must upload a copy of their residence permit stating “political refugee”, “political asylum”, “subsidiary protection”, “humanitarian reasons”; if they are not yet in possession of the residence permit, students can submit the certificate of residence issued by the Police Headquarters or the decision issued by the competent Territorial Commission which recognizes the international protection status.
3. For the purposes of economic assessment for stateless students and students under international

protection, only income and wealth produced in Italy will be taken into account. If students and their family unit, if any, do not have income in Italy, the calculation of the amount of the ISEEU and ISPEU indicators is made equal to € 0.00 for both indicators.

4. If other statuses in addition to those mentioned above are provided, they will be considered for income assessment purposes.

11.4 Independent family unit

11.4.1 Independent student

1. In order to apply for the benefits of this Notice, the student constitutes a family unit independent from that of the original family in the presence of both of the following requirements:

- a) personal residence outside the original family home for at least two years from the date of submission of the declaration of single replacement (*DSU*), in housing not owned by one of its members;
- b) Presence of an adequate capacity for taxed and assimilated income received in tax years 2021 and 2022, not be less than €9,000.00 for each year.

2. In all the cases in which the students, even if no longer living in the original family do not meet the above requirements to be considered as an independent student, they must compulsorily refer to the members of the original family unit and their economic and financial conditions.

3. For the issuance of the independent student's ISEEU/ISEEUP certificate, the same indications are valid, as by way of explanation and not exhaustive, the same indications regarding the family unit referred to in Table No. 5 with reference to the student himself/herself.

4. The “independent” student is considered “off-site” regardless of the place of residence, in accordance with the provisions of Decree No. 1320 of the Ministry of University and Research December 17, 2021.

11.4.2 Students who are married or in a *de facto* cohabitation regime (article 1 paragraph 36 law no. 76/2016) registered with the municipality of residence

1. The married student, in a *de facto* cohabitation registered with the municipality of residence of the student, if he/she does not fit the condition to be considered as an “independent student” must add his/her own income to the one of his/her spouse (for each tax year 2021 and 2022).

- If he/she reaches the minimum amount of € 9.000,00 (for each tax year 2021 and 2022), the ISEEU/ISPEEU will therefore refer only to the nucleus that the student has established with his/her spouse, excluding the original family.
- If the income achieved by the married student and his/her spouse does not reach the minimum required limit of € 9.000,00 (for each tax year 2021 and 2022), the student must refer to the original family thus excluding the spouse and any children.

11.4.3 Separated or divorced student

1. The separated or divorced students even if with children, if they do not meet the conditions to be considered "independent" must necessarily refer to the original family.

11.4.4 Cases in which the family unit consists of only one student

1. Students who do not meet the requirements to be considered “independent” can still submit the ISEEU/ISEEUP, related to only their own economic condition, only if both their parents died or if they are living in a registered cohabitation in accordance with the art. 5 of the Presidential Decree 223/89.

The categories provided for registered cohabitation are:

- belonging to a religious order;

- belonging to a host community;
- subjected to a detention regime;
- military.

If students who are in a condition of “cohabitation” are married, for the elaboration of the ISEEU/ ISEEUP they must refer to the family unit established with their spouse and any children.

ALiSEO reserves the right to ask the student for appropriate documentation that certifies the conditions referred to in this paragraph 11.4.4.

11.5 Economic requirements for students enrolled in PhD courses and schools of specialisation

1. Students requesting benefits for PhD courses and specialisation schools referred to in article 2 of this Notice, must comply with the provisions of the article 11 of this Notice. For these students, the family unit is formed only by the applicant student, the potential spouse, children also of legal age.

It should be noticed that the small unit ISEE can also be requested by students whose family unit is made of their own original family. In this case it is necessary to submit an explicit request to the CAAF (Authorised Tax Assistance Centre) when completing the DSU by completing section A “restricted family unit for PhDs”.

Article 12 – Supplements to the scholarship

1. The amounts of the scholarship as per article 17 (Table no. 8) of the present Notice may be supplemented, only in the following cases for the students:

- a. with **disability** as per article 13 of this Notice.
- b. students admitted by the University and AFAM Institutions to take part in international mobility programs (EU and non-EU) for the academic year 2023/2024, as determined by Article 14 of this Notice;
- c. students whose **economic position** has **worsened** with respect to the declaration submitted at the time the competition application was submitted. In this case, the student may submit suitable documentation by which to obtain a possible revision of the scholarship amount.
- d. students achieving the degree within the duration envisaged by the respective course outlines with a final note comprehended between 99 and 110 (**degree award**).

These students will have to submit a request of “Integration of the scholarship for graduated students”, to the Economic Benefits Service in the ways indicated on the institutional website of ALiSEO (under the section University Economic Benefits), within 30 days from the degree session in order to benefit from a supplement to the scholarship equal to half the monetary amount obtained in the last year of the course. This supplement does not apply to students who have obtained a degree on old university degree courses activated prior to the implementation of Ministerial Decree 509/1999 and doctorate and specialisation school courses. The “degree award” is granted only and within the limits of available resources after the payment of the scholarship to all eligible students for the academic year 2023/2024.

In the event of equal entitlement, the degree award is granted with priority to the student who obtains the degree in the shortest time (date of graduation) and in the event of equality the youngest student is given priority.

It is specified that students who achieve their degree within the regular duration established by the respective course outlines with reference to the academic year 2022/2023 and have applied for benefits for the academic year 2023/2024 as:

- "last semester" or "seventh semester + first year of bachelor's degree" and are

enrolled for AY 2023/2024 in a "last semester" are not eligible to apply for the above scholarship integration;

- "last semester" and result enrolled in a first year master's degree for the AY 2023/2024, can not apply for the above mentioned degree award;
- "seventh semester + first year of master's degree" and are enrolled in a first year of master's degree for AY 2023/2024, they can apply for the above integration to the scholarship.

- e. students who are in the ranking list for accommodation and have been declared assignees, who have an **underage child** born on or after January 1st, 2017 and present in Italy as part of their household, who are declared assignees of a housing place and who, in order to continue living together with their child, cannot therefore be housed in ALiSEO residences. These students are granted a cash supplement to the scholarship of € 1,500.00 (€ 750.00 for "last semester" students).

In order to apply for this benefit, when submitting the application for benefits, they must tick the box "*Integrazione borsa studenti con figli minori a carico (beneficio subordinato all'assegnazione dell'alloggio)*" (Supplementary grant for students with dependent minors (benefit subject to housing assignment)) (see article 19.4 para 2 of the present Competition Notice).

If the student lives in the same household as the other parent of the minor, who is also a beneficiary of a scholarship and has been assigned a place to stay, the supplement referred to in this paragraph will be paid only to one parent.

These students may also receive the increase as a "rental contribution" as provided for in art. 22 of this Notice.

The "minor child" supplement is conceded only and within the limits of available resources after having granted all eligible students for the academic year 2023/2024.

f) **with an ISEEU/ISEEUP** less than or equal to 50% of the maximum reference limit (€ 25.000.00);

g) **with enrolment in courses of study in S.T.E.M** subjects (defined by the MUR) with reference to female students only;

(h) **enrolled simultaneously in more than one course of study**. The integration is not due in the event that the student loses the requirements for the grant with reference to the course of study to which the student has linked the said increment.

The request for the supplement referred to in this letter must be submitted from 2 October 2023 to 16 October 2023 at 12.00 p.m. through the online procedure.

It should be specified, with reference to the integrations referred to in subparagraphs (f) (g) and (h), as follows:

- the integrations referred to in (f) and (g) are not cumulative. Therefore, in the event that the student meets both the conditions, only the integration of paragraph g) is disbursed;
- the integrations referred to in letters f), g) and h) are disbursed in the methods provided for the disbursement of the scholarship with reference to the student's enrolment, with the exception of the student enrolled in subsequent years of Bachelor's degree I and Master's degree II courses, to whom the integration referred to in letter h) is disbursed at the same time as the second instalment of the scholarship;
- with reference to simultaneous enrolment in several courses of study referred to in letter h), the scholarship and the related services may be obtained exclusively for only one enrolment primarily specified in the application for benefits.

2. The integrations referred to in this Article shall be disbursed at 50% for students enrolled for the academic year 2023/2024 in a "last semester".

Article 13 - Scholarship Integration and Benefits Facilitation for Students with Disabilities

(recognition of disability pursuant to Article 3 paragraph 1 of Law No. 104 of February 5, 1992, or with disability of 66% or more)

1. For the purpose of applying for the scholarship integration referred to in this article, students with recognition of disability pursuant to Article 3 paragraph 1 of Law No. 104 of February 5, 1992, or with disability equal to or greater than 66% are considered as disabled, pursuant to Decree of the Ministry of University and Research No. 1320 of December 17, 2021.

These students, in order to be eligible for the benefits listed in Paragraph 2 below, when submitting the application to ALiSEO, must check the box “Integration of students with disabilities (art. 3 paragraph 1 law no. 104/92) or with disabilities of 66% or more” (*Integrazione studenti con riconoscimento handicap (art. 3 comma 1 legge n. 104/92) o con invalidità pari o superiore al 66%*”).

2. These students benefit from the following benefits, some of which have already been mentioned in the previous articles referred to in this Notice:

- a. the supplement of 25% of the net amount of the scholarship;
- b. the granting of the benefits, limited to the first title for each level of study, is guaranteed for a period of time, calculated from the conventional year of first registration, increased by additional semesters compared to non-disabled students, as reported in the previous article 3.3 of this Notice;
- c. the priority of allocation in the rankings for scholarship and accommodation compared to non-disabled students;
- d. the request, for students enrolled in years subsequent to the first, of a facilitated merit-based requirement (see Table nr. 4);
- e. the payment of the scholarship, including the integration for disabled students, in a single payment, by 31 December 2023, for students enrolled in the first years of all courses without the merit-based requirement referred to in the previous article 8 paragraph 6 of this Notice;
- f. two daily free meals at ALiSEO Canteen Service Centres;
- g. the right for the student assignee of accommodation to choose between the allocation of the accommodation and the money integration to the scholarship, equal to the amount of the Housing Service as per Table n. 8, if considered more suitable to the student needs (see art. 22)

3. ALiSEO requires from the students referred to in Paragraph 1 of this Article the valid certification attesting the recognition of disability in accordance with Article 3 Paragraph 1 of Law No. 104 of 5 February 1992, or disability of 66% or more, issued by the competent Italian Public Institution. If the student is not in possession of this certification, ALiSEO will revoke the integration referred to in this article.

Following the revocation of the above integration, ALiSEO will also revoke the benefits if the student is in the following conditions:

- student enrolled in years subsequent to the first who does not meet the merit-based requirements provided for non-disabled students as per Table n. 3;
- student enrolled in the first years of all courses who does not meet the merit-based requirement provided in the previous article 8, paragraph 2 of this Notice.

4. The amount relating to the supplement for disabled students enrolled in years subsequent to the first is paid in two instalments according to the deadlines of the scholarship payment.

Article 14 - International mobility contributions for students taking part in mobility programmes

1. Only students who are winners in the relevant rankings drawn up by the University or AFAM Institutions may apply for the international mobility scholarship supplement.

These students when applying for benefits, must tick the box “Supplement for international mobility self-certifying the country of destination and how many months they will spend abroad, until a maximum of ten months.

Students enrolled in the first years of a second level specialised/master's degree, if they wish to apply for this supplement must declare to have achieved at least (during the first level degree) 135 credits by 10 August 2023.

2. The supplement as referred to in the previous section:

- a. cannot be granted to students enrolled in the first years of the bachelor's degree (first level);
- b. can be granted only once for each level of study;
- c. can be granted for a maximum number of ten months spent abroad.

3. The amount of the scholarship supplement related to international mobility programs awarded by ALiSEO shall be €600.00 monthly.

From the above sum is deducted the amount of the scholarship from EU funds (Community contribution) or other bilateral agreements, including non-EU agreements.

International mobility contributions mentioned in this article are additional to the University “award for results” and is incompatible with the University or AFAM Institutions integration.

ALiSEO also provides a total reimbursement of travel expenses determined as follows:

- € 100.00 for European countries;
- € 500.00 for non-European countries.

4. Students entitled to the integration of the scholarship related to international mobility programs will be identified on the basis of a ranking defined according to the criteria for determining the accommodation rankings and within the limits of the allocation of the budget.

5. In order to obtain the monetary amount referred to in paragraph 3 of this article, the student must obtain, during the period of study and/or internship abroad, academic recognition in terms of credits within the framework of his or her course of study in Italy, even if for the purpose of the preparation of the final test.

6. The following provisions shall apply to the disbursement of the amount related to the international mobility scholarship supplement:

a) The first instalment, equating to half the monetary amount calculated according to the number of months self-certified by the student during submission of the application, will be disbursed at the same time as the first instalment of the scholarship.

b) The final instalment will only be paid upon completion of the study period and after the transmission, **by 31 December 2024, by the University of Genoa and AFAM, to the Economic Benefits Service**, of the certificate issued by the foreign university, declaring:

- the period spent abroad;
- academic recognition in terms of credits within their course of study in Italy.

After the above-mentioned deadline (31 December 2024), the student for whom the above-mentioned documentation has not been received loses the right to the supplement and must return the first instalment if already disbursed.

ALiSEO makes the calculation of the amount of the final instalment based on the number of

months actually spent abroad and deduced from the relevant certification.

Each monthly payment is considered valid as long as the actual days spent abroad are equal to or greater than fifteen.

If the calculation made on the number of months actually spent abroad should determine an amount lower than what was already received by the student as a first instalment, the student himself will be required to repay the sum for which he was not entitled to.

The amount of integration to the scholarship referred to in this article, for students placed in the "last semester" ranking, is 50% compared to the amounts referred to in the previous paragraph 3.

7. Any student heading abroad for the reasons described in this Article **must promptly notify the Canteen Service**, (which will duly suspend the validity of the card for Canteen Service, in accordance with the Canteen Service Regulation) and the Accommodation Service (if assignee) using the specific form available from ALiSEO website in the section "Right to study".

8. Students on international mobility in the 2023/2024 academic year are not entitled to any reimbursement for not using the services (Canteen Service and accommodation) as the "Mobility" supplement includes reimbursements for not using the above-mentioned services which they would be entitled to.

9. Students who are not winners in the rankings drawn up by the University or AFAM Institutions related to international mobility programs are excluded from the ALiSEO International Mobility integration ranking. ALiSEO revokes the scholarship supplement for international mobility to students who do not meet the requirements set out in this article and to students for whom ALiSEO has not received the certification referred to in paragraph 6 letter b) by the University and AFAM institutions from the Economic Benefits Service by 31 December 2024.

Article 15 - Criteria for the assignment of scholarships

1. Scholarships, insofar as available on the budget, are assigned by way of priority to students with disabilities referred to in art. 13 of this competition notice and, for 40 scholarships, to the students enrolled in specialisation schools, except for medical school in accordance with Legislative Decree no. 368 of 17 August 1999 and in PhD courses in accordance with the article 4 of the Legislative Decree no. 210 of 3 July 1998.

2. Resources available after this assignment are used to award scholarships to those registered for years after the first, for as long as there is budget availability.

3. If additional resources should remain available, within the limits of the budget, scholarships will be assigned to students registered for the first year of single-cycle masters or specialised/master's degrees.

4. If additional funds should remain available, scholarships will be assigned to students registered for the first year of first level degree courses in the form of services (Accommodation and Canteen Service).

5. Any resources as may remain after said assignment is used to award monetary portions of scholarships to students registered for the first year of first level degree courses, according to the order listed in the rankings.

Article 16 - Criteria for the formulation of scholarship ranking lists

1. For students enrolled at the University, six rankings are prepared in accordance respectively to:
 - a. students enrolled for the first year of a first level degree who are members of the European Union, in increasing order of University ISEEU/ISEEUP;
 - b. students enrolled for the first year of a first level degree who are not members of the European Union, in increasing order of University ISEEU/ISEEUP;
 - c. students enrolled for the first year of a second level specialised/master's degree who are members of the European Union, in increasing order of University ISEEU/ISEEUP;
 - d. students enrolled for the first year of a second level specialised/master's degree who are not members of the European Union, in increasing order of Under the terms of University ISEEU/ISEEUP;
 - e. students enrolled for years after the first of all courses of the current system: scholarships will be assigned according to the rankings of merit, according to the number of credits at 10 August 2023 in respect of credits or years required according to the conventional year of registration, as indicated under Article 9;
 - f. students enrolled for the “seventh semester + first year of master's degree” as indicated under Article 9 of this notice, according to the number of credits at 10 August 2023, in respect of credits required according to the year of registration, as indicated under Article 9;

In case of equal situations:

- a) in the first four rankings (letters a), b), c), d), the youngest in terms of age shall precede;
- b) in the fifth and sixth rankings (letters e), f), are applied the following priority criteria:
 - the student who does not benefit from the bonus;
 - the student who benefits from the bonus to a lesser extent;
 - the student who has the highest average marks;
 - the student who has been awarded an ALiSEO scholarship for academic year 2022/2023;
 - the student with the lowest ISEEU/ISEEUP.

2. For **students** enrolled at AFAM Institutions, rankings for each AFAM Institution will be prepared ranked as detailed below:

- a. students enrolled at the first year of a level 1 or 2 course who are members of the European Union: the ranking will be listed in increasing order of University ISEEU/ISEEUP;
- b. students enrolled at the first year of a level 1 or 2 course who are not members of the European Union: the ranking will be listed in increasing order of University ISEEU/ISEEUP;
- c. students enrolled at the subsequent years after the first, the scholarships will be assigned with rankings of merit drawn up according to the number of credits achieved as at 10 August 2023, in respect of the minimum credits required by this competition Notice.

In case of equal situations:

- a) in the first two rankings (letters a), b), the youngest in terms of age shall precede;
- b) in the third ranking (letter c), the following priority criteria are applied:
 - the student with the highest average marks;
 - the student with the lowest ISEEU/ISEEUP.

3. For **students** enrolled at **specialisation courses or PhD courses**, a ranking is drawn up in order of increasing ISEE/ISEEUP, in which students enrolled at years after the first precede.

In situations in which the economic position is equal, the student awarded with an ALiSEO scholarship for the academic year 2022/2023 shall precede.

4. For **students enrolled at previous system courses**, the ranking is drawn up according to increasing order of ISEEU/ISEEUP, in case of equal situation the student with the highest mark has the priority.

Article 17 – Amounts of the scholarship and related services

17.1 Amounts

1. The gross amount of the scholarship varies according to the ISEEU/ISEEUP and to the type of student: “On-site”, “Commuting”, “Off-site” (article 4 of this Notice).

The scholarship consists of the payment of a monetary portion in cash net of the annual value attributed to the canteen service (€ 1.081,00) and to the accommodation service (€ 2.378,00). The values of the scholarship are determined respecting the minimum values established by the Decree of the Ministry of University and Research 23 February 2023, nr. 203.

2. The Table no. 8 below shows the amounts relevant to the scholarship and the related services:

	<i>Table n. 8</i>	
Bracket assigned (according to University ISEEU/ISEEUP)	Bracket 1A from € 0 to € 16.667,00	Bracket 1B from € 16.667 to € 25.000,00
For “on-site” students	€ 2.683,00 net scholarship amount + one free meal daily	€ 1.341,00 net scholarship amount + one free meal daily
For “commuting” students	€ 3.890,00 gross scholarship amount	€ 2.528,00 Gross scholarship amount
	€ 1.081,00 amount with held for canteen service	€ 1.081,00 amount with held for canteen service
	€ 2.809,00 net scholarship amount	€ 1.447,00 net scholarship amount
For “off-site” students applying for ALiSEO accommodation	€ 6.657,00 Gross scholarship amount	€ 4.926,00 gross scholarship amount
	€ 1.081,00 amount with held for canteen service	€ 1.081,00 amount with held for canteen service
	€ 2.378,00 amount with held for accommodation service	€ 2.378,00 amount with held for accommodation service
	€ 3.198,00 net scholarship amount	€ 1.467,00 net scholarship amount

2. The gross amount of the scholarship is increased in the following measures in accordance with

the provisions of Ministry of Universities and Research Decree no. 1320 of 17 December 2021:

- a) + 15% to students with an ISEEU/ISEEUP less than or equal to 50% of the maximum reference limit (€ 25.000,00)
- b) + 20% to female students enrolled in courses of study in S.T.E.M. subjects (for the list of courses GENDER BUDGET DATA - COD_GENDER CLASSES - COD_FoET2013 - Open Data of Higher Education (miur.it);
- c) +25% to students with disabilities referred to in Article 13 of this Notice;
- d) + 20% to students enrolled contemporarily in more than one course of study. The increase is not due in case the student loses the requirements for the scholarship with reference to the course of study to which the student has correlated the afore mentioned increase.

With reference to the above-mentioned increases, the following should be specified:

- the increases referred to in letters a) and b) are not cumulative. Therefore, in the event that the student meets both conditions, only the 20% increase is paid;
- the increases referred to in letters a), b), c) and d) are paid according to the procedures established for the payment of the scholarship with reference to the student's enrolment, with the exception of students enrolled in subsequent years of Level I Bachelor and Level II Master degree courses, to whom the increase referred to in letter d) is paid at the same time as the second instalment of the scholarship.

17.2 Payment of the scholarship and provision of the services

1. Students enrolled in years subsequent to the first awarded in the final ranking list of the scholarships are entitled:

- to the payment of the amount of the scholarship according to the provisions and modalities provided for in Article 24 of this Notice;
- to daily benefit from a first free meal and a second meal at the "student awarded scholarships" rate (see Provisions for Canteen Service), at the ALiSEO Canteen Service Centres, in the opening periods starting from the day following the publication of the final rankings and until the publication of the final rankings for the academic year 2024/2025;
- to benefit from free accommodation in ALiSEO's housing facilities, if they are "off-site students" and assignees. For the modalities and dates for the assignment of accommodation, refer to articles 19 and 20 of this Notice.

2. Students resulted as "last semester" winners of the scholarship in the definitive ranking for are entitled:

- to the payment of 50% of the amount of the scholarship indicated in Table n. 8 in accordance with the provisions and modalities set in the previous article 9.4 of this Notice;
- to daily benefit from a first free meal and a second meal at the "student awarded scholarships" rate (Canteen Service Regulation) at the ALiSEO Canteen Service Centres, in the opening periods from the day following the publication of the final rankings until graduation or in any case until 31 March 2024;
- to benefit from free accommodation until graduation or in any case until 31 March 2024 if students are "off-site" and assignees. It should be noted that starting from 01 April /2024 the student awarded a six-month scholarship is required to pay for meals according to the "bracket tariff" (see Provisions for Canteen Service) and for the monthly rent of € 200.00 until graduation;
- the deadline of 31 March 2024 is to be considered valid unless the University extends the deadline for the last session of final exams for the graduation for the academic year 2022/2023.

3. Students enrolled in the first years of all degree courses awarded in the final ranking of

scholarships are entitled:

- to the payment of the amount of the scholarship in accordance with the provisions and modalities set in the Article 8 of this Notice.
- to daily benefit from a first free meal and a second meal at the “student awarded scholarships” rate (Canteen Service Regulation) at the ALiSEO Canteen Service Centres, in the opening periods from the day following the publication of the final rankings until the publication of the final rankings for the academic year 2024/2025;
- to benefit from accommodation for free, if off – site and assignee student, until the terms foreseen in art. 20.3 of this Notice.

4. Students awarded in the final ranking of scholarships as “Seventh semester + first year of a master's degree” are entitled:

- to the payment of the amount of the scholarship according to the provisions and modalities provided for in Article 9.3 of this Notice;
- to daily benefit from a first free meal and a second meal at the “student awarded scholarships” rate (Canteen Service Regulation) at the ALiSEO Catering Centres, during the opening periods, from the day following the publication of the final rankings and until:
 - 31 March 2024, for students enrolled in the last semester
 - the publication of the definitive rankings for the 2024/2025 academic year, for students enrolled at the first year of a Master's degree;
- to use the accommodation place free of charge, if they are off-site students assigned with an accommodation place in the related rankings, until:
 - graduation from a three-year degree course or, in any case, no later than 31 March 2024 for students enrolled in their final semester;
 - the deadline established in article 20.3 of this notice for students enrolled in a first year of a Master's degree.

5. Students enrolled in PhD courses and specialisation schools awarded in the final ranking of scholarships are entitled:

- to the payment of the amount of the scholarship according to the provisions and modalities provided for in Article 24.3 of this Notice;
- to daily benefit from a first free meal and a second meal at the “student awarded scholarships” rate (Canteen Service Regulation) at the ALiSEO Canteen Service Centres, in the opening periods starting from the day following the publication of the final rankings and until the publication of the final rankings for the academic year 2024/2025;
- to benefit from free accommodation, if students are “Off-site” and assignees in the relevant rankings, until the deadline established in article 20.3 of this notice.

6. In the case of withdrawal of benefits, the " Commuting" or "Off-site" student (if assignee) must reimburse the costs of any services used (accommodation and catering).

For the modalities and dates of assignment of the accommodation, for all the students referred to in the previous paragraphs of this article, refer to articles 19 and 20 of this Notice.

17.3 Clarifications on scholarships and services

1. **Students awarded scholarships who graduate in the academic year 2023/2024**, maintain the right to the allocation of the monetary share of the scholarship (annual or semester) while they forfeit the services (accommodation and Canteen Service), as regulated by the relevant regulations/provisions. These students must therefore communicate to ALiSEO the achievement of the qualification within 10 days of the graduation session.

2. **“Off-site” students awarded scholarships, but not assignees to accommodation places due**

to unavailability of places, receive the scholarship increased by the amount corresponding to the value attributed to the housing service compared to the period of unavailability of the place with respect to the entire concession period, according to the criteria provided for in Article 22 of this Notice.

3. Students who are eligible in the provisional rankings of scholarships in the academic year 2023/2024 enrolled in the first years of all degree courses and subsequent years if they were not awarded scholarships for the academic year 2022/2023, they are entitled to daily meals at the "Eligible" rate (see Provisions for Canteen Service) at the ALiSEO Canteen Service Centres, in the opening periods from the day following the publication of the provisional rankings until the publication of the final rankings.

4. Students whose status is "Suspended" in the provisional rankings of scholarships in the academic year 2023/2024 benefit from Canteen Service at the price "out of bracket" (see Provisions for Canteen Service) and cannot be accommodated. An exception is made for students who have applied for benefits for the first year of the master's degree course and who are "Suspended" due to non-enrolment in the 2023/2024 academic year, since they use the Canteen Service at the "Eligible" rate and can be accommodated if assigned a place to stay.

5. Students in the final rankings of scholarships in the academic year 2023/2024 whose status is "Suspended" benefit from the Canteen Service according to the "bracket" prices (see Provisions for Canteen Service) with the exception of students who have applied for benefits as a first year of a Master's Degree - 2nd level who are "Suspended" due to non-enrolment for the academic year 2023/2024 and benefit from the catering service at the price of "student awarded scholarships" (see Provisions for Canteen Service) and may be housed if assigned in the accommodation list.

6. Students who are eligible but not awarded the scholarship in the final rankings due to lack of funds are allowed to benefit for free from the services connected to the scholarship, as follows:

- Canteen Service: daily benefit from meals at the tariff applicable to "Eligible" bracket at the ALiSEO Canteen Service Centres, in the opening periods from the day following the publication of the final rankings for the academic year 2023/2024 until the publication of the final rankings for the academic year 2024/2025;
- accommodation service (only if available): the benefit is granted according to the provisions of article 18 of this Notice.

7. Students who have resulted as winners, with reference to the type they belong to, in the final rankings of the 2023/2024 academic year scholarships attending courses at the University or AFAM Institutions at locations where there is no availability of:

a) ALiSEO catering centres (exclusively for "commuting" and "off-site" students), the increase in the scholarship amount (catering contribution for decentralised locations) relative to the amount corresponding to the value attributed to the catering service (Table no. 8) for the period of unavailability of the catering service is automatically assigned;

b) ALiSEO accommodation structures (exclusively for "off-site" students), may receive the scholarship increased by the amount of the contribution, according to the criteria provided for in Article 22 of this Notice;

8. There is no provision for any form of cashing in of services, nor is there any reimbursement for not eating meals during the opening and/or closing periods of the Canteen Service and/or for the total or partial failure to benefit from the accommodation service even during the closing periods

of university residences, except for the situations listed below:

- a. for students who obtain the right to the payment of the rent contribution referred to in Article 22 of this Notice;
- b. for students with disability as referred to in Article 13 of this Notice whose non-use of the accommodation service depends on the provisions of Article 13 paragraph 2, letter g) of this Notice;
- c. for students with a minor child, born from 1 January 2017, who cannot benefit from the accommodation service in accordance with the provisions of the previous art. 12, paragraph 1, letter e) of this Notice.

Article 18 - Accommodation service

1. In order to be eligible for the accommodation, in addition to meeting the requirements of the present Application Requirements and Regulations, students must reside in the municipalities considered “off-site” with regards to the university campuses of the University of Genoa and the Ligurian AFAM Institutions listed in Table A attached to the present Notice. These students, when applying for benefits, must tick the box “*posto alloggio*” (“accommodation place”).

2. ALiSEO offers a total number of 755 accommodation places in its housing facilities, of which 730 in Genoa and 25 in Savona.

3. The accommodation places are assigned to “off-site” winners of scholarships taking into account the availability of places.

4. To the students referred to in this article, accommodation is assigned for the periods indicated below in Table n. 9.

5. Any assignment may take effect after the dates indicated in the aforementioned Table, without prejudice to the deadline indicated.

6. During the following periods of closure of the Residences the housing service facilities are at ALiSEO's disposal.

Table no.9

	FREE OF CHARGE PERIOD	PAYMENT PERIOD	NOTE
UNIGE/AFAM STUDENTS			
CONFIRMATIONS			
SUBSEQUENT YEARS ACCOMMODATION CONFIRMATION (UniGe and AFAM)	Starting from 12/09/2023 until the deadline as established in art. 20.3 of this Notice		
SUBSEQUENT YEARS LAST SEMESTER ACCOMMODATION CONFIRMATION	Starting from 12/09/2023 until 31/03/2024	Starting from 01/04/2024 and not later than the deadline as established in art. 20.3 of this Notice by paying the monthly rate of € 200.00.	Students who graduate in March and who are still in accommodation on 1 April 2024 (as within the 20 days from graduation granted by the Student Residence Regulation) will have to pay the fee for the provisions on paid accommodation places (table no.10)
SUBSEQUENT YEARS SEVENTH SEMESTER AND FIRST YEAR OF MASTER DEGREE ACCOMMODATION CONFIRMATION	From 12/09/2023: - until graduation or, in any case, by 31/03/2024 for students enrolled in the last semester - by the deadline established in Article 20.3 of this Notice for students enrolled in their first degree course	From the month following the achievement of the first level degree or in any case from 01/04/2024 to the deadline established in art. 20.3 of this Notice by paying the monthly rate of € 200.00.	Students who graduate in March and who are still in accommodation on 1 April 2024 (as within the 20 days from graduation granted by the Student Residence Regulation) will have to pay the fee for the provisions on paid accommodation places (table no.10)
SECOND LEVEL DEGREE – FIRST YEAR ACCOMMODATION CONFIRMATION (UniGe and AFAM)	Starting from 12/09/2023 until the deadline as established in art. 20.3 of this Notice		Students who do not meet the requirement of merit specified in Article 8 must leave the accommodation and reimburse the costs indicated in Table no. 10 of the accommodation service

			benefited
NEW REQUESTS			
SUBSEQUENT YEARS “NEW ENTRANCE” (UniGe and AFAM)	Starting from 26/09/2023 until the deadline as established in art. 20.3 of this Notice		
SUBSEQUENT YEARS - LAST SEMESTER “NEW ENTRANCE”	Starting from 26/09/2023 until 31/03/2024.	Starting from 01/04/2024 and until the deadline as established in art. 20.3 of this Notice by paying the monthly rate of € 200,00.	Students who graduate in March and who are still in accommodation on 1 April 2024 (as within the 20 days from graduation granted by the Student Residence Regulation) will have to pay the fee for the provisions on paid accommodation places (table no.10)
SUBSEQUENT YEARS SEVENTH SEMESTER AND FIRST YEAR OF MASTER DEGREE “NEW ENTRANCE”	Starting from 26/09/2023 - until graduation or, in any case, by 31/03/2024 for students enrolled in the last semester - by the deadline established in Article 20.3 of this Notice for students enrolled in their first degree course	From the month following the achievement of the first level degree or in any case from 01/04/2024 to the deadline established in art. 20.3 of this Notice by paying the monthly rate of € 200.00.	Students who graduate in March and who are still in accommodation on 1 April 2024 (as within the 20 days from graduation granted by the Student Residence Regulation) will have to pay the fee for the provisions on paid accommodation places (table no.10)
FIRST YEAR FIRST LEVEL DEGREE (THREE YEARS DEGREE) (UniGe and AFAM)	Starting from 04/10/2023 until the deadline as established in art. 20.3 of this Notice		Students who do not meet the requirement of merit specified in Article 8 must leave the accommodation and reimburse the costs indicated in Table no. 10 of the accommodation service benefited
FRIST YEAR MASTER DEGREE II LEVEL NEW ENTRANCES	Starting from 04/10/2023 until the deadline as established in art. 20.3 of this		Students who do not meet the requirement of merit specified in Article 8 must leave the

(UniGe and AFAM)	Notice		accommodation and reimburse the costs indicated in Table no. 10 of the accommodation service benefited
PHD STUDENTS AND SPECIALISTS			
	FREE CHARGE PERIOD	PAYMENT PERIOD	NOTE
FIRST AND SUBSEQUENT YEARS	Starting from 04/10/2023 until the deadline as established in art. 20.3 of this Notice		

Article 19 - Criteria for the conferral of accommodation

1. ALiSEO reserves:

- a. 8 places in its residences for students registered for **specialisation courses or PhD's (art. 2 of this Notice)**; these places are assigned in increasing order of ISEEE/ISEEUP, prioritising students registered for years after the first;
- b. 5 places at its residences for **AFAM students registered for years after the first**, according to the criteria set out in sub-paragraph 2 below.

2. The remaining available places will be assigned according to the following priority criteria:

19.1 Confirmation of subsequent years and first year master degree

1. Students who have been awarded a scholarship and are included in the accommodation ranking as years following the first or “seventh semester + first year of the Master's degree”, who have already been assigned accommodation in the rankings of the 2022/2023 competition and who have not renounced to it or who have not been revoked during the 2022/2023 AY, are confirmed in the accommodation place occupied in the 2022/2023 AY (confirmations);

2. Students who have been awarded a scholarship and are included in the ranking as a first-year master's degree student, who have already been assigned accommodation in the rankings of the 2022/2023 competition and who have not renounced to it or who have not been revoked during the 2022/2023 AY, are confirmed in the accommodation place occupied in the 2022/2023 AY (confirmations), as long as they meet one of the following requirements

- have completed their first level degree by 31 August 2023;
- be in possession of 135 credits as of 10 August 2023 (without the use of the bonus credits).

19.2 New requests of subsequent years

1. The places made available after the assignments pursuant to commas 1 and 2 of 19.1 paragraph, will be assigned to students not housed in residences in academic year 2022/2023 enrolled in years

subsequent to the first year of all courses (new requests).

Rankings will be ordered according to decreasing points obtained from the following formula:

$$1000 X \frac{\text{student credits (or years) - min. credits (or years)}}{\text{max. credits (or years) - min. credits (or years)}}$$

- Credits (or years): means the number of credits acquired by 10/08/2023;

- Min. credits (or years): means the number of credits (or years) corresponding to the minimum requirement of merit for access to benefits in connection with the year of registration (tab. 3, 4);

- Max. credits (or years): means the maximum number of credits (or years) potentially able to be sustained by the student until the year of course prior to that relating to the registration in 2023/2024.

2. In the event of parity, the following priority criteria will be considered:

- the student who has not used the bonus credits;
- the student who has made least use of the bonus credits;
- the student with the lowest ISEEU/ISEEUP.

19.3 New requests of first years

1. The places made available after the assignment pursuant to paragraphs 19.1 and 19.2 will be assigned as follows:

- 70% to international EU students applying for benefits as a first-year (with priority given to students applying for benefits as a first-year master's degree);
- 30% to international non-EU students applying for benefits as a first year (with priority given to students applying for benefits as a first year master's degree student).

2. The ranking lists for the students referred to in paragraph 1 are formulated in ascending order of income. In the event of a tie, the youngest student in terms of age takes precedence.

3. Any vacancies made available after assignments in accordance with the previous rankings can be redistributed to students eligible for housing on the basis of the percentages indicated above.

19.4 Accommodation details

1. Disabled students referred to in article 13 of the present Notice shall be assigned accommodation with priority over other students. In addition, they are granted the right to choose between the allocation of accommodation and the cash supplement to the study grant, equal to the share of the Housing Service as per Table no. 8, if considered more suitable to their needs.

2. **Students with a minor child**, as per art. 12 paragraph 1 letter e), may be paid an increase in “rental contribution” as provided for in art. 22 of this Notice.

3. **Students subject to a measure of revocation of benefits** (scholarship and accommodation) are required, for the period in which they were housed, to pay the value of the housing service according to the monthly rates indicated in Table n. 10 below, deducting any amount already paid:

	<i>Table n. 11</i>
Single room in flat	€ 300,00

Single room in student house	€ 270,00
Double room in student house	€ 220,00
Double room in flat	€ 250,00

Article 20 - Method for the assignment of accommodation

20.1 Manifestation of Interest

1. Students assigned accommodation at ALiSEO residences will receive at the e-mail address indicated on the application a request for expression of interest for accommodation.

After the deadline for sending the expressions of interest, the contacted students cannot accept the accommodation and will be in all respects considered as renouncers.

2. To the students who have answered to the request for expressions of interest, a communication will be sent by email, with the indication of the assigned residence and the date of the convening, from the following dates:

- Starting from 12 September 2023 for CONFIRMATIONS subsequent years (UniGe and AFAM), “last semester” and “seventh semester + first year of master's degree” and first year of master's degree;
- Starting from 26 September 2023 NEW ENTRIES subsequent years (UniGe and AFAM), “last semester” and “seventh semester + first year of master's degree”;
- Starting from 4 October 2023 NEW ENTRIES first year undergraduate and second year graduate degrees (UniGe and AFAM);
- Starting from 4 October 2023 CONFIRMATIONS and NEW ENTRIES PhD students and specialists.

3. Students not attending, without justified reasons, by the summoning date indicated in the convening, will be considered as having forfeited the benefit.

Anyone who, for serious, documented reasons of health (certificate issued by the National Health Service), is unable to attend on the date indicated for entry, must submit a specific written request for postponement, duly documented, also emailing alloggi@aliseo.liguria.it. The competent service will evaluate the admissibility of requests received at its own discretion.

4. Accommodations in the ALiSEO residences are assigned to students admitted, considering the nearness of the Department attended and the accommodation available, according to the priorities assigned to the individual rankings.

The criterion of nearness to the Department will be subject, in the opinion of the Administration, to the need for cultural-ethnic integration of the communities present in the individual facilities.

5. Students who return in the residencies after their period abroad for “International Mobility” (paragraph 7, article 14 of this Notice) are not granted the same room assigned before their departure.

20.2 Accommodation check-in

1. At the moment of the check-in in the ALiSEO residences, students must:

- a. be in possession of a suitable valid identification document and residence permit for international non-EU students (the same as the one submitted in the online application when applying for benefits);
- b. having paid, via the PagoPA platform by accessing directly from the personal “Student Desk” page, the non-interest-bearing deposit of € 200,00 which will be refunded, at the

request of the interested party, at the end of the right of use with reference to the entire university career.

- c. be in possession of the health documentation required by current regulations;
- d. sign a deed of acceptance of accommodation committing to comply with the Provisions on Student Residences, downloadable from the institutional website of ALiSEO.

20.3 Leaving the accommodation before the summer break

1. By the closing date foreseen for the summer period (31 July 2024) all ALiSEO Student Residences must be left free of people and personal belongings.
2. Exclusively for students accommodated at the Milano-Terminus and Marinelle Residences the closing date for the summer period is anticipated to 25 July 2024.

Article 21 - Methods of payment for accommodation

1. Payments for accommodation in ALiSEO residences must be made via the PagoPA platform by accessing directly from the personal “Student Desk” page between the 5th and the 15th day of each month.
2. Delays in payment:
 - a) exceeding one month shall be sanctioned by the application of the late payment penalty provided for in the Provisions on Student Residences;
 - b) exceeding two months shall result in disqualification from the accommodation place and the initiation of legal proceedings to recover the debt.

Article 22 - Rental contribution

1. Students awarded scholarships who are not assigned accommodation due to lack of accommodation or students eligible but attending courses at the University or AFAM Institutions at sites where there is no ALiSEO housing available, will be granted a scholarship increased by the amount corresponding to the value attributed to the accommodation service (Table 8) in relation to the period of unavailability of the accommodation place;
2. students assigned to accommodation in the definitive rankings who renounce are also ineligible to apply for the rental contribution referred to in this article;
3. students who become assignees of accommodation as a result of further changes in the final rankings have the choice between the accommodation assignment and the rental contribution referred to in this article.

22.1 How to Apply

1. In order to request this increase, known as the rent contribution, students must:
 - a. fill out and submit, by the dates indicated in comma 2 of this paragraph, the application form that can be downloaded from the website www.aliseo.liguria.it to the email address protocollo@aliseo.liguria.it, in which students must declare that they have taken paid housing near the university campus;
 - b. attach a copy of the rental contract from which it is clear:
 - that the duration also partially includes the period 1 October 2023 – 31 July 2024;
 - the regular registration with the Internal Revenue Service and/or the eventual renewal with the registration with the Internal Revenue Service, pursuant to Law no. 431 of 9 December 1998 “Regulations governing leases and the release of

properties for residential use” and subsequent amendments and additions. The pre-mentioned contract can be stipulated with Institutions for which ALiSEO has verified the existence of the necessary quality requirements and which are included in the list published on its institutional website.

- that the students requesting the benefit are the holder of the contract. If they are not the holders of the contract, they must prove it by a deed of subentry into the contract in the name of another person, duly signed by the parties and registered, or appear in the contract as the person entitled to occupy the house and to pay a portion of the agreed fee.

2. The application referred to in the preceding paragraph must be submitted to the Housing Department by 31 December 2023.

22.2 Payment

1. Payment of the rental contribution is made within the terms and following the modalities of the second instalment of the scholarship for students enrolled in years subsequent to the first and within the terms and following the modalities of the scholarship disbursement for students enrolled in the first years, without prejudice to what may be otherwise provided by ALiSEO for the Authorities or Institutions referred to in paragraph 1 letter b) of the paragraph 22.1.

2. The amount of the rental contribution is determined by the number of months indicated on the rental contract in relation to the period of unavailability of the accommodation. Months are considered valid for the purposes of payment provided that the actual rental days are equal to or greater than fifteen.

3. The amount related to the rent contribution is paid according to the timing provided for the disbursement of the scholarship for students enrolled to:

- first years in relation to the provisions of article 24.2;
- subsequent years, by 30 June 2024;
- PhD courses and specialization schools by 31 December 2023.

4. Students assigned accommodation as indicated below may apply for the “rental contribution” by submitting an application in accordance with the provisions of paragraph 22.1 above:

- students with a minor child born on or after 1 January 2017 and present in Italy at the time of application as part of the student household;
- students (provided they are assigned a place to stay) living with the student who is the parent of the minor child receiving the above-mentioned supplement;

5. Disabled students as referred to in art. 13 of this Notice who are assignees of accommodation and who opt for the cash supplement to the study scholarship (value attributed to the housing service as per Table no. 8) are not required to sign the contract referred to in paragraph 22.1, subsection 1 letter b.

6. The competent Service carries out sample checks by requesting the student receipts of payment, made by bank transfer in favour of the landlord, relating to the months of rent in relation to the months of rental contribution paid or to be paid. The bank transfer may also be made by a third party, as long as it mentions the name of the student requesting the rental contribution in the reason for payment.

If, following the above-mentioned check, the student does not produce the payment receipts within the time limits set out in the assessment notice or if a discrepancy is found regarding the number of months disbursed or to be disbursed as rental contribution, the competent Service shall revoke

the benefit of the rental contribution or recalculate the amount on the basis of the receipts actually held by the student.

If the rental contribution has already been paid, students are required to return the amount for which they are not entitled.

Article 23 - Results of the competition and publication of rankings

1. The results of the competitions for the awarding of scholarships and the assignment of accommodation and supplement for international mobility programme as referred to art. 14 of the present Notice will be disclosed by means of publication on the website www.aliseo.liguria.it, in the *Albo pretorio* section.

2. No individual communication will be sent. Students can consult their results in their webpage “Student desk”.

3. The results of competitions will be published, save for cases of *force majeure*, within the terms indicated in the following tables:

			<i>Table n. 11</i>
SCHOLARSHIPS AND INTERNATIONAL MOBILITY	PROVISIONAL RANKINGS DATE OF PUBLICATION	DEFINITIVE RANKINGS DATE OF PUBLICATION	
UNIGE-AFAM (Students subsequent years and first years) PHD STUDENTS AND SPECIALISTS	28/09/2023	31/10/2023	
ACCOMMODATION	PROVISIONAL RANKINGS DATE OF PUBLICATION	DEFINITIVE RANKINGS DATE OF PUBLICATION	
CONFIRMATION OF ACCOMMODATION UNIGE-AFAM	06/09/2023	31/10/2023	
NEW REQUESTS OF ACCOMMODATION UNIGE- AFAM	18/09/2023		
FIRST YEARS STUDENTS UNIGE-AFAM PHD STUDENTS AND SPECIALISTS	28/09/2023		

4. Any requests made for review against the results of the provisional rankings of the competition, prepared on plain paper, must be submitted to the Director of the ALiSEO Right to Study Area within 10 days of the date of publication. No requests for review will be considered regarding:

- a. exclusion due to having submitted an application after the deadline;
- b. failure to be assigned on legitimate grounds.

The outcome of requests for review will be notified through the publication of the definitive rankings.

5. Students may appeal to T.A.R. Liguria (Regional Administrative Court) against definitive rankings within 60 days from the date of publication or they can present an extraordinary appeal to the Head of State within 120 days from the date of publication.

6. In **provisional rankings for scholarships** there are three possible outcomes:

Eligible: student who meets the requirements in the present Notice and must wait for definitive rankings.

Excluded: student who does not meet the requirements in the present Notice.

Suspended: student who for particular situations **can rectify their position under penalty of exclusion** from the competition **DEFINITELY** within **27 October 2023**.

7. The following outcomes are possible in **the provisional accommodation rankings**:

Assignee: student awarded with accommodation;

Eligible: student who meets the requirements provided for by this Notice, not awarded due to unavailability of housing places and waiting for changes in the ranking due to possible availability;

Excluded: student who does not meet the requirements of this Notice.

Suspended: a student who, due to particular situations, must rectify their position under penalty of being **DEFINITELY excluded** from the competition by **27 October 2023**;

8. In **definitive rankings for scholarships** four outcomes are possible:

Awarded scholarship: student who meets the requirements in the present Notice and has the right to the scholarship, without prejudice of further controls by the Economic Benefits Service.

Eligible: student who meets the requirements in the present Notice, but cannot benefit from scholarship, since all available scholarships have been awarded.

Excluded: students who do not meet the requirements in the present Notice or has not regularized their “suspended” position in the provisional rankings.

Suspended: student who, due to particular situations, is subject to an ongoing official assessment and/or student who have applied for benefits as first year of a second level master’s degree and must complete registration within 11 March 2024.

9. The following outcomes are possible in the **final accommodation rankings**:

Assignee: student awarded accommodation;

Already assigned: student assigned in the provisional ranking;

Eligible: student who meets the requirements provided for in the present Application Requirements and Regulations, who has not been awarded a place due to the unavailability of accommodation and is waiting for changes in the ranking due to possible availability;

Excluded: student who does not meet the requirements of this Notice;

Suspended: a student who, due to particular situations, is subject to an ongoing official assessment.

Article 24 - Methods of payment of the scholarship

1. Payment of the scholarship is made only by transfers to a bank account or pre – paid card (whose ceiling allows the scholarship amount to be credited with Italian IBAN or belonging to the SEPA area. This account must be entitled to the student or has to be a joint account of the student requesting the benefit.

If students indicate a foreign bank account, they must also indicate, in addition to the IBAN code, the BIC/SWIFT details of their account. ALiSEO is not responsible for any transfer costs charged by the Banks to the student.

2. The deadline for disbursement of the instalment is understood to be the date of the deed with which ALiSEO orders the payment. The actual availability of the sum on the student's current

account will be during the following month, with variable timing depending on the technical times of the banks.

3. In the event of the death of the student, it should be noted that the use of the scholarship is a right linked to the status of the person and therefore not transferable by inheritance.

4. The first instalment of the scholarship, equal to 50% of the total, is calculated, for students applying for accommodation, on the basis of the scholarship for “off-site” students. If the students status changes to “commuting”, the relative positive balance, determined by the new status, is applied to the final instalment of the scholarship. If the above-mentioned balance is negative, the difference will be requested to the student.

24.1 Students enrolled at subsequent years

1. For students who have been awarded with scholarships, enrolled for years after the first, the monetary portion of the scholarship will be disbursed, in the amount due, to entitled students, as follows:

a) student enrolled at **University**:

- the first instalment of the scholarship, equal to 50% the total amount, will be disbursed by 31 December 2023;
- the second instalment will be disbursed by 30 June 2024.

The scholarship for the students awarded a “**last semester**” scholarship is equal to 50% of the net amounts indicated in Table 8 including the possible supplements in accordance with the above-mentioned timing.

The scholarship shall be disbursed to the students awarded a “**seventh semester + first year of a master's degree**” scholarship as follows:

- the first instalment equal to 25% of the net amounts indicated in Table 8 including possible supplements, by 31 December 2023.

- the second instalment will be disbursed as follows:

- students enrolled for a first year of a master’s degree for the academic year 2023/2024;
 - a. on the achievement of 20 credits by 10 August 2024 – 75% of the net amounts indicated in Table 8, including the possible supplements;
 - b. on the achievement of 20 credits by 30 November 2024 – 25% of the net amounts indicated in Table 8, including the possible supplements
- students enrolled for a seventh semester (4th year of a three-year first level degree) for the academic year 2023/2024:
25% of the net amounts indicated in Table 8 including the possible supplements.

b) for students enrolled at Institutions for **Higher Education in Art and Music (AFAM)**:

- the first instalment of the scholarship, equal to half the amount (and related supplements), will be disbursed by 31 December 2023;
- the second instalment will be disbursed by 30 June 2024;

24.2 Students enrolled at first years

1. The scholarship is paid/awarded, in the amount due, as follows:

- a) for students enrolled at the first year of a first level degree or a single-cycle master’s:
- 20% of the total amount of the scholarship by 10 November 2023;
 - 30% of the total amount of the scholarship by 31 December 2023;

- 50% of the total amount of the scholarship upon achievement of 20 CFU by 10 August 2024;
- b) for students enrolled at the year of a master's degree:
- 50% of the total amount of the scholarship by 31 December 2023;
 - 50% of the total amount of the scholarship upon achievement of 20 CFU by 10 August 2024;

The payment of the 20% and 30% amounts mentioned in letter a) and the 50% amount of the first instalment mentioned in letter b) will be constituted in priority for “Commuting” and “Off-site” students, by the share in services of the scholarship (one free meal at the ALiSEO Canteen centres and free accommodation for the academic year 2023/2024).

If the portion disbursed in services is not sufficient to cover the value of 50% of the scholarship, ALiSEO will provide the remaining monetary difference.

2. For students registered for degree courses in medical professions, run by the School of Medical and Pharmaceutical Sciences, who complete the technical-practical traineeships scheduled for the 2023/2024 academic year, the relevant credits will be counted if achieved and recorded by 31 October 2024 by the University on the student’s exam self-certification (“*Autocertificazione esami*”);

3. Disabled students, as per article 13 of this Notice, enrolled at the first year of all study courses, will receive the amount of the scholarship as a lump sum by 31 December 2023, without respecting the merit requirement as per paragraph 1 of the present article.

24.3 Students registered with specialisation courses and PhD course

1. The net monetary portion will be made in a single payment by 31 December 2023.

Article 25 - Grounds for non-admission, exclusion or revocation of benefits

25.1 Grounds for non-admission

The following cases represent grounds for non-admission:

- a. failure to comply with the deadlines for the application for benefits of which at Article 7 of the present Notice;
- b. failure to submit the application (even in case of partial or complete compiling of the said application);
- c. the application for benefits for students enrolled, in the academic year 2023/2024, with the first year of a first level degree or a single-cycle master’s degree who are age 35 or older before the cut off date for application;
- d. application for accommodation for students registered, in the academic year 2023/2024 who have not reached the age of 18 at the deadline for application;
- e. students excluded from benefits competitions in previous years for having made untruthful declarations with the application of the administrative sanction;
- f. to students who owe money to ALiSEO or other Entities for the Right to University Study, unless repayment plans have been agreed and that they are regularly respected;

25.2 Grounds for exclusion or revocation of benefits

1. The following cases represent grounds for exclusion or revocation of benefits:

- a) students with a conventional first year registration exceeding the number of semesters for which the benefit can be granted;

b) students, with the exception of students referred to in (c) and (d), who have not completed registration for academic year 2023/2024 by 28/02/2024;

c) students who, by submitting an application for benefits such as “seventh semester + 1st year of a master's degree”, have not completed enrolment by 11 March 2024 or for a first year of a master's degree or a “last semester” at the University for the academic year 2023/2024;

d) students applying for benefits as first year of a master’s degree who have not completed registration for the academic year 2023/2024, by 11 March 2024 (or by the deadline otherwise indicated by the University departments for graduation);

e) students who have applied for “seventh semester + first year of a master’s degree” or first year of master’s degree of second level and result as enrolled for the academic year 2023/2024 to the education course aimed to a master’s degree registration (connecting course – “*carriera ponte*”);

f) students who have applied for ALiSEO benefits for the academic year 2023/2024 as:

- “first year” and are enrolled at a “subsequent year”;
- “subsequent year” and are enrolled at a “first year”

g) students who are enrolled at a subsequent year in a different year than the self-certified one at the time of submitting the benefit application and therefore result as not in possession of the minimum merit requirement;

h) students who enrol at the University or AFAM Institutions for the academic year 2023/2024 to obtain a degree of equal level or lower than the one already acquired, in particular:

- students in possession of a degree from the previous system who enrol at a three-year degree course, single-cycle master's degree, second-level master's degree, a first or second level diploma from the AFAM institutions;
- students with a university diploma who enrol at a three-year degree course;
- students in possession of a three-year degree or single-cycle master's degree who enrol at another three-year degree course or single-cycle master's degree, or who are in possession of a second-level master's degree who enrol at a second-cycle or single-cycle master's degree course;
- students with a specialisation or PhD degree who enrol at another PhD course or specialisation school;
- students with a three-year degree or a first-level diploma from an AFAM Institution who enrol at a three-year degree course or a AFAM first-level diploma course;
- students with a master's degree or second level diploma from an AFAM institution who enrol at a second-level degree course or a second-level AFAM diploma course;

i) students who have obtained a degree from an Italian or foreign University recognised in Italy (equivalence of the degree) of the same level as that for which they require the benefits for the academic year 2023/2024;

j) students who are enrolled at a different level course than the one self-certified when submitting the application for benefits. With the exception of students who applied as “last semester” and are, after the final rankings, enrolled by 11 March 2024 in a first year of a Master's degree;

k) students who move from another university or other AFAM institution (Italian or foreign) and have not obtained the regularisation of the transfer by the dates indicated in letter b) referred to in this paragraph;

l) students whose enrolment is cancelled or students who get the transfer/leave to another University or to another AFAM Institution (Italian or foreign) by 31 May 2024;

m) students enrolled for a number of years that exceeds that envisaged by this notice, considering, in the event of validation of exams of a previous career and/or course, as the first year of enrolment, that made in the previous career and/or course with the Genoa University or other Italian or foreign university;

- n) students who are enrolled for the academic year 2023/2024, for a one-year course for which the benefits have already been applied to ALiSEO or to another Italian Institution for the Right to University Study even after a course transfer “with validation exams” or “without” validation exams or renouncing to studies.
- o) students renouncing their studies after the publication of the final rankings;
- p) students renouncing the benefits assigned, including possible supplements;
- q) students who, for the academic year 2023/2024 lose the minimum requirements of merit following a definitive change to registration or a validation of exams from a previous career;
- r) students who did not meet the merit and/or income requirements following verification by ALiSEO;
- s) students who, if convened for assessments by the Economic Benefits Service, should not appear by the date specified in the convocation notice sent by email to the address provided by the student at the time of the application for benefits, or should fail to submit the documentation required within the specified terms;
- t) students who did not meet the requirements to request additions to the scholarship referred to in article 12 of this Notice. The benefit related to the integration will be revoked to these students, except for the verification of the maintenance of the other benefits (scholarship and accommodation);
- u) students with disabilities as referred to in art. 13 of this Notice who, following the withdrawal of the scholarship are not in possession of the merit requirements provided for non-disabled students;
- v) students enrolled, in the academic year 2023/2024, in the first year of all courses that by 30 November 2024, have not achieved at least 20 credits;
- w) students who benefit of other monetary benefits, relevant to the same academic year, assigned for any reason by public or private organisations, University, or disbursed to foreign students by the Italian Ministry of Foreign Affairs with the same purpose of the scholarship, or which have been specifically declared as incompatible with the scholarship;
- Please note that the student is free to choose one benefit or the other.
- An exception for the above mentioned rule is made:
- for scholarships awarded by national and foreign institutions aiming to integrate training or research of the scholarship students with stays abroad and for collaboration appointments on a part-time basis or tutorships granted by the University of Genoa;
 - for benefits attributed by other institutions solely for the purpose of sustaining the costs for the housing service. In this case, the “off-site” students cannot use the accommodation and/or rental fee and will be considered as "commuting students";
- x) students who, following the withdrawal of the scholarship, lose also the right to obtain the supplements referred to in article 12 of this Notice;
- y) students who owe money to ALiSEO or to other Institutions for the Right to University Study in Italy;
- z) in the cases provided for by the Students Residences Regulation;
- aa) in the cases provided for by the Canteen Service Regulation;
- bb) students to whom, in case of change, with or without validation of exams, leave from a course and/or a previous career (Italian or foreign), a different conventional year of first enrolment is recognised compared to the one declared in the presentation of the request for benefits.
- cc) students enrolled in part-time courses of study;
- dd) students enrolled in master's programs;
- ee) students who have already applied for benefits from ALiSEO, or another Italian Institution for the Right to University Study, for the same course year for which they have applied for the 2023/2024 academic year;
- ff) students who, as of 31 March 2024, are in debt to ALiSEO or other Italian Entities for the

Right to University Study for academic years prior to 2023/2024, unless repayment plans have been agreed upon and are regularly respected;

- gg) students who, although being eligible in the definitive rankings, have not obtained the visa required for their entry in Italy;
- hh) students who, after verification, are proved not to meet the requirements for maintaining the supplements referred to in Article 12 of this Notice.
- ii) students who by the deadline referred to in Article 11.1.2 of this Notice are not in possession of the ISEEUP

2. The Economic Benefits Service reserves the right to assess any further causes of exclusion not covered in the above points which may be an obstacle to maintaining the benefits requested.

3. If ALiSEO determines the existence of such conditions for non-admission or exclusion during the checks carried out after publication of the final rankings, the benefits will be revoked.

4. Students who forfeit their benefits must reimburse the monetary share of the scholarship (including supplements) and any services used (according to the "bracket" tariff based on ISEEU for the canteen service (except for students who applied as first year of a master's degree students and are revoked due to "non-enrolment" according to the "out of bracket" tariff for the canteen service) and the rates in Table 10 for the accommodation service), unless the forfeiture is due to untrue declarations: in this case, the provisions of article 26, paragraph 4, of this Notice of Competition apply.

5. The act of revocation is communicated to the University and to the AFAM Institutions, which, on the basis of the current regulations, provide for the revocation of the relative contribution benefits.

Article 26 - Assessment of the truthful nature of the declarations produced

1. ALiSEO will control the truthfulness of the self-certifications produced by students in accordance with Articles 43 and 71 of Italian Presidential Decree 445 of 28 December 2000 within the terms provided by law and without the regulatory requirement of giving notice to the student. Controls of truthfulness, in accordance with the provisions of Prime Ministerial Decree of 9 April 2001, will be carried out using sample checks.

ALiSEO will perform the aforementioned checks from the date of closure of the benefits competition and in compliance with the terms provided for by the relevant current regulations.

2. To this end, in addition to requesting the student, by means of the email address provided by the student himself at the time of the online application, to provide full documentation showing the truthfulness of everything that has been self-certified, ALiSEO is allowed, using all means available, to pursue all investigations which may be considered appropriate also with the collaboration of the tax police, state financial administration, municipal administrations, land registry offices, universities, tax register of Revenue Agency (*Agenzia delle Entrate*) and INPS database.

In the cases provided for in art. 21 octies of Law no. 241 of 7 August 1990 and subsequent amendments and additions, ALiSEO issues the revocation measure without the obligation to communicate the start of the investigation to the students.

If the student has not communicated to ALiSEO any changes in the e-mail address, the communication will be considered as valid to all intents and purposes.

3. If declarations should be found to be untrue, involving the use of provisions that are not due, in

accordance with Art. 10 of Italian Legislative Decree no. 68 of 29 March 2012, the students shall forfeit the benefit and eligibility. Moreover, an administrative fine shall be imposed to the students which consists of a payment of triple the amount received, both in monetary terms and as regards the value of the services he has unduly used. They shall also forfeit the right to obtain other disbursements for the entire duration of the course of studies, without prejudice, in any case, to the application of sanctions pursuant to Art. 38, paragraph 3 of Italian Decree Law no. 78 of 31 May 2010, converted, with amendments, by Italian Law no. 122 of 30 July 2010, and criminal provisions for all offences classified as crimes.

4. Lists of scholarship beneficiaries are sent to the Financial Administration and to INPS and to the National Association of the Organisms for the Right to University Study (ANDISU). The members of the family units of students benefiting from interventions who request assessment of economic conditions are included in the categories that are subjected, in accordance with current legislation, to the most in-depth controls.

Article 27 – Return of benefits

1. The withdrawal of benefits is communicated to the email address provided in the online application by the student. The revocation note specifies the information relating to the amount to be refunded, the date by which the payment is to be made and the related refund methods. Instalments may be granted by authorization of the Director of the Right to Study Sector of ALiSEO, in accordance with the “Provisions on the recovery of scholarship credits, supplements and services used” approved by Determination No. 188 of 27 May 2022. Payments related to debts resulting from the revocation of benefits must be made via the PagoPA platform by accessing directly from the personal “Student Desk” page.

2. In all cases of non-fulfilment in the payment of the sums due, the assigned benefits will be suspended until the debt position is regularized and, unless instalment plans have been agreed upon and are regularly respected, students in debt cannot apply for benefits for future academic years.

3. The students who renounce their studies must return the benefits obtained in the last year of enrolment (monetary share of the scholarship, share in services).

Article 28 - Reporting of the debt position

1. If the student has not settled any payments due for any reason, ALiSEO will report the debt position to the University of Genoa and to the AFAM Institutions of Liguria, which, on the basis of specific agreements or understandings, may take steps to prevent the student from proceeding with his career until the debt has been settled.

Article 29 - Obligations and methods of communication

1. The student is required to notify ALiSEO of any change which is significant for the purposes of the benefits awarded in accordance with the provisions of this Notice, which occurs after the date of the application (e.g. assignment of a scholarship or other financial support, leave for another University, renouncement of studies, non-enrolment, change of residence, etc.).

2. Any communication from ALiSEO, including those concerning investigations or benefits revocation, will be made to the student’s e-mail address provided by the student while applying for benefits and/or in the personal “Student Desk” page and/or by publication on the institutional website. These communications have fully fledged legal value, in place of postal communication.

3. Should the student change the e-mail address without notifying it to ALiSEO, or should the e-mail address be wrong, communications by ALiSEO (even if concerning investigations or benefits revocation) is to be intended as fully fledged valid if notified to the last e-mail address notified by

the student to ALiSEO.

Article 30 - Privacy and General Data Protection Regulation

1. The personal data shall be processed in accordance with the regulation as per Legislative Decree no. 196/03, with the EU GDPR Regulation 2016/679 “General Data Protection Regulation” confirmed by Legislative Decree n. 101/18. In the on-line application, the student will have to undersign the acceptance of the relevant Information. The acceptance of the Information for personal data protection is mandatory in order to apply to the present competition. By the said acceptance the student declares having read the Information contents.

2. The data requested in self-certification (e.g. personal data, residence, email address, registration data, etc.) as well as those contained in the required documentation (e.g. income data, etc.) are intended for the entirety of the operations, carried out, as a rule, by using electronic and automated means, aimed at drawing up the ranking for allocation of scholarships and university residence accommodation as envisaged by the Prime Ministerial Decree of 09 April 2001 and the Legislative Decree no. 68, 29 March 2012 and Ministry of Universities and Research Decree No. 1320 of 17 December, 2021 and for surveys, including anonymous ones aimed at improving the services of ALiSEO. The legal basis of data processing is the execution of a task of public interest required by the aforementioned legislation.

3. The data may be disclosed to the Liguria Region, to the University of Genoa, to the Higher Education in Art and Music Institutions (AFAM), to INPS, to the Italian Agency of Revenue, to the Ministry of Education, University and Research, to the Ministry of the Interior, to the Ministry of the Defense, to the National Association of the Organisms for the Right to University Study (ANDISU), as well as to other public and/or private subjects for control purposes

4. The data collected, except for different resolutions of the Ministry for University and Research and Liguria Region or Research, will be kept for ten years.

5. As far as data processing is concerned, the interested parties have the rights granted as per articles 15 et seq. of GDPR Regulation (EU) 2016/679; the interested party has the right to make a complaint to the Authority for the protection of personal data.

6. The Data Controller of the above-mentioned data is ALiSEO, Agenzia Ligure per gli studenti e l'orientamento, – via San Vincenzo - Genoa; Lawyer Cathy La Torre has been appointed responsible for the protection of personal data, she can be reached at dpo@wildside.legal .

7. The extended information will be available in the online application for benefits request referred to in this Notice.

Article 31 - Reference regulations and safeguarding clause

1. The on-line application, as per the present Competition Notice, represents the acceptance of the student of all the rules provided in the “Competition Notice” as well as the ones provided in the on-line application and in the relevant regulations and documents. For all aspects not expressly provided for by this Notice, reference is made to the following regulations:

- Italian Law no. 390 of 2 December 1991 “Rules for the Right to University Study”
- Prime Ministerial Decree of 9 April 2001 “Uniformity of treatment in the right to university study” as per art.4 of law no.390 of 2 December 1991;
- Italian Legislative Decree no. 68 of 29 March 2012, “Revision of the rules on the matter

of the right to study and enhancement of legally recognised University Colleges, in implementation of the mandate provided for in article 5, paragraph 1, letter a), second period, and d), of the Law no. 240 of 30 December 2010, and in accordance with the principles and directive criteria laid down in paragraph 3, letter f), and paragraph 6;

- Italian Ministerial Decree no.159 of 5 December 2013, “Regulations concerning the revision of the methods of determination and the fields of application of the Equivalent Economic Situation Index (ISEE)” and subsequent amendments and additions;
- Circular INPS 18 December 2014, no 171 “Reform of ISEE. Prime Ministerial Decree 5 December 2013, no. 159” and INPS FAQ 2015;
- Italian Ministerial Decree no.509 of 3 November 1999, “Regulations on the curricular autonomy of universities”;
- Italian Ministerial Decree (D.M.) no. 270, 22nd October 2004 “Amendments to the Regulation containing provisions regarding the educational autonomy of Universities approved with decree No. 509 dated 3 November 1999 of the Minister for Universities and scientific and technological research”;
- Italian Ministerial Decree (D.M.) no 224, 30 April 1999, “PhD Programs Academic Rules and Regulations”
- Italian Legislative Decree no.210, 3 July 1998, “Regulations for the Recruitment of Researchers and Tenured University Academic Staff”;
- Law no. 241 of 7 August 1990 'New rules on administrative procedures and the right of access to administrative documents' and subsequent amendments and additions;
- Prime Ministerial Decree no. 143 of 16 July 2010 'Regulations concerning the terms of conclusion of administrative proceedings falling within the competence of the Presidency of the Council of Ministers, lasting no more than ninety days, in implementation of Article 2 of Law no. 241 of 7 August 1990'.;
- Presidential Decree No. 445 of 28 December 2000 'Legislative provisions on administrative documentation’;
- Regional Law No 15 of 8 June 2006 'Norms and interventions on the right to education and training'.
- Regional Plan for the right to university study years 2011-2013, approved by resolution of the Regional Council - Legislative Assembly of Liguria 1 June 2011 No. 12, extended pursuant to Article 58 paragraph 4bis of Regional Law 15/2016" and subsequent amendments and additions;
- Regional Law no. 25, 5 December 2019 “Institution of Agenzia Ligure per gli Studenti e l’Orientamento (ALiSEO) and adapting provisions.
- Decree No. 1320 of the Ministry of University and Research December 17, 2021;
- Circular of the Ministry of University and Research 11 May 2022, No. 13676;
- Decree of the Ministry of University and Research 23 February 2023 No. 203 (minimum scholarship amounts).
- Decree of the Ministry of University and Research 23 February 2023 No. 204 (ISEE and ISPE maximum amounts).
- Decree of the Ministry of University and Research 28 February 2023 No. 115 (List of Especially Poor and Developing Countries).

2. The benefits provided by this Competition Notice may be reduced or cancelled both in relation to the decrease or cancellation of the provisions of government or regional funds that allow ALiSEO to carry out its activity in favour of students eligible for benefits.

Genoa, 8th June 2023

THE DIRECTOR
Doc. Massimo ARAMINI

For further information:

Website: www.aliseo.liguria.it

E-mail addresses:

borsestudio@aliseo.liguria.it

alloggi@aliseo.liguria.it

ristorazione@aliseo.liguria.it

(please specify your surname, your name and your student registration number for a prompt and precise reply)

Call centre 840.84.80.38

From 12 June 2023 to 31 July 2023 in the following hours:

Monday to Friday from 9.00 to 12.00 p.m.

Tuesday and Wednesday also from 2.30 p.m. to 4.30 p.m.

"Sportello virtuale" on the ALiSEO website, *to book an appointment:*

- *by phone*
- *videocall*
- *at the offices ALiSEO*

We recommend you to contact the Call Centre personally and not to ask other people to ask for information on your behalf

Social network:

Facebook: [@aliseoliguria](https://www.facebook.com/aliseoliguria)

Telegram: [dirittostudioliguria](https://www.telegram.com/dirittostudioliguria)

Instagram: [@aliseo_liguria](https://www.instagram.com/aliseo_liguria)

twitter: [@AliseoLiguria](https://www.twitter.com/AliseoLiguria)

TABLE A
LIST OF MUNICIPALITIES CONSIDERED AS “OFF-SITE” WITH RESPECT TO THE
UNIVERSITY SITES

GENOA SITE

- 1) All municipalities not in the province of Genoa, apart from the municipality of Varazze in the province of Savona.
- 2) The municipalities in the province of Genoa located on the **east coast, beyond the municipality of Chiavari**
- 3) The municipalities of the hinterland of the province of Genoa listed below:

GENOA DISTRICT

TIGLIETO, VALBREVENNA, CROCEFIESCHI, VOBBLIA.
TORRIGLIA, COGORNO, FASCIA, FONTANIGORDA, GORRETO, MONTEBRUNO,
PROPATA, RONDANINA, ROVEGNO.

TIGULLIO/VALFONTANABUONA DISTRICT

BORZONASCA, CARASCO, CASARZA LIGURE, CASTIGLIONE CHIAVARESE,
CICAGNA, COREGLIA LIGURE, FAVALE DI MALVARO, LEIVI, LORSICA,
LUMARZO, MEZZANEGO, MOCONESI, NE, NEIRONE, ORERO, REZZOAGLIO, SAN
COLOMBANO CERTENOLI, SANTO STEFANO D'AVETO,
TRIBOGNA.

CHIAVARI SITE (GE)

- 1) All municipalities not in the province of Genoa, apart from the municipality of Deiva Marina in the province of La Spezia.
- 2) The municipalities of the province of Genoa on the west coast.
- 3) The municipalities of the province of Genoa listed below:

GENOA DISTRICT

The municipalities of Val Trebbia, Valle Scrivia, Alta Valpolcevera and Valle Stura.

SAVONA SITE

- 1) All municipalities not in the province of Savona.
- 2) The municipalities of the province of Savona listed below:
ARNASCO, BALESTRINO, BARDINETO, BORMIDA, CALIZZANO, CASANOVA, DEGO,
LERRONE, CASTELBIANCO, CASTELVECCHIO DI R.B., CISANO
SUL NEVA, ERLI, GARLENDIA, GIUSVALLA, MALLARE, MASSIMINO, MIOGLIA,
MURIALDO, NASINO, ONZO, OSIGLIA, ORTOVERO, PALLARE, PIANA
CRIXIA, PONTINVREA, SASSELLO, STELLANETO, TESTICO, URBE, VENDONE,
VILLANOVA D'ALBENGA, ZUCCARELLO.

PIETRA LIGURE SITE (SV)

- 1) All municipalities not in the province of Savona apart from the municipalities of the province of Imperia on the west coast beyond the municipality of Imperia.
- 2) The municipalities of the province of Savona listed below:
BORMIDA, DEGO, GIUSVALLA, MALLARE, MASSIMINO, MILLESIMO, MIOGLIA,
MURIALDO, OSIGLIA, PALLARE, PIANA CRIXIA,
PONTINVREA, ROCCA VIGNALE, SASSELLO, URBE.

IMPERIA SITE

1) All municipalities not in the province of Imperia, apart from the municipality of the **Savona coast** beyond Pietra Ligure.

2) The municipalities of the province of Imperia listed below:

AIOLE, APRICALE, AQUILA D'ARROSCIA, ARMO, BADALUCCO, BAJARDO, BORGHETTO D'ARROSCIA, CAMPOROSSO, CARPASIO, CASTELVITTORIO, CERIANA, COSIO D'ARROSCIA, DOLCEACQUA, ISOLABONA, MENDATICA, MOLINI DI TRIORA, MONTEGROSSO PIAN DI LATTE, OLIVETTA S. MICHELE, PERINALDO, PIGNA, RANZO, REZZO, ROCCHETTA NERVINA, SAN BIAGIO DELLA CIMA, SEBORGIA, TRIORA, VALLEBONA.

SANREMO SITE (IM)

1) All municipalities not in the province of Imperia.

2) The municipalities of the hinterland of the municipalities of Imperia and Diano Marina.

VENTIMIGLIA SITE (IM)

1) All municipalities not in the province of Imperia.

2) The municipalities of the hinterland of the municipalities of Imperia and Diano Marina.

LA SPEZIA SITE

1) All municipalities not in the province of La Spezia with the exception of the municipalities situated along the coastal railway route of the provinces of Massa Carrara and Lucca **between the municipalities of CAMAIORÉ and to the north within the municipality of AULLA.**

2) The municipalities of the province of La Spezia listed below:

MAISSANA and VARESE LIGURE.

NB: All students coming from municipalities other than those indicated in this Table, with the exception of those resident in municipalities in which the university chosen is based (who are considered as “on-site students”), are considered as “**commuting**”.

TABLE B LIST OF INSTITUTIONS FOR HIGHER EDUCATION IN ART AND MUSIC (AFAM) IN LIGURIA

ACCADEMIA LIGUSTICA DI BELLE ARTI

Largo Pertini 4 (P.zza De Ferrari)

16121 Genoa – Tel. 010 560131

www.accademialigustica.it

ACCADEMIA DI BELLE ARTI “ISADORA DUNCAN”

Via Val del Ponte 34

18038 Sanremo (IM) – Tel. 0184 514955 - 0184668877

www.accademiabelleartisanremo.it

CONSERVATORIO DI MUSICA “NICCOLO’ PAGANINI”

Via Albaro, 38

16145 Genoa – Tel. 010 3620747

www.conspaganini.it

CONSERVATORIO DI MUSICA “GIACOMO PUCCINI”

Via XX Settembre, 34

19121 LA SPEZIA – Tel. 0187 770333

www.conssp.it