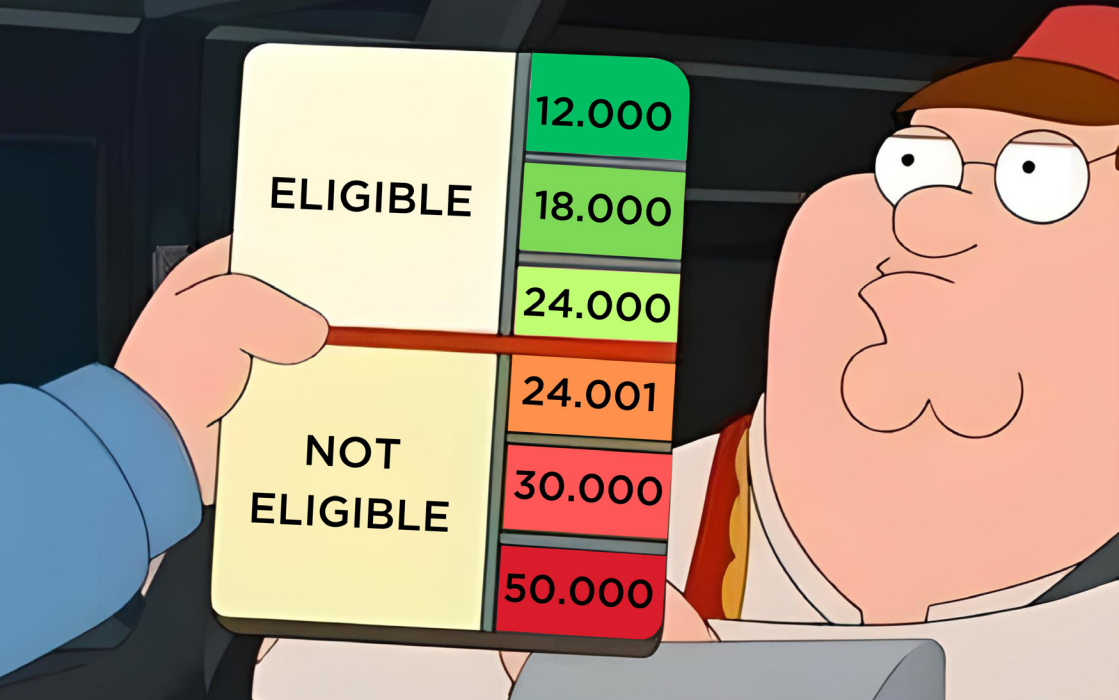


GUIDE TO SERVICES ERDIS

FOR 15 YEARS GULLIVER HAS BEEN DECIPHERING

SCHOLARSHIPS





Gulliver is a University Cultural Association and Representative List, made up of a group of university students who for 36 years have been actively committed to defending student rights and to building a truly free, accessible, quality university.

UNIVERSITY POLITICS

We have been student representatives and have been the top list of the University for 28 years. We deal with university politics without identifying ourselves with a national party, always protecting the interests of the student component within the University bodies. The cardinal principles of our work are: the protection of Educational Rights, the fight against all forms of discrimination, anti-fascism and anti-racism. With our daily presence in the Faculty classrooms and on social networks, we are always available to receive reports and proposals, provide information and help with the complicated university bureaucracy, discuss universities, current events and politics.

CULTURAL ACTIVITIES

University life must not be limited to lessons and study, but must also be a time for personal and collective growth. For this reason we organize cultural activities, courses and seminars, but also leisure activities such as the GulliverRock, which has reached its 30th edition this year, aperitives and parties both inside and outside the University. All the activities arise from the ideas of students, associations and others, which Gulliver promotes. Gulliver's potential is enormous, and to make the most of it, everyone's contribution is needed. If you want to give your contribution, stop by our Faculty classrooms, write to us on our social media pages or come to our weekly meetings which are held every Tuesday at 21:30 in our headquarters in Via Saffi 22.

WE ARE WAITING FOR YOU!

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The state of things

Italian public education has always been subjected to violence by government negligence. Years of inconclusive reformisms have caused a profound systemic stagnation, of which we find ourselves paying the consequences today, they have started a privatization process aimed at the dismantling of the "public" and have increasingly implemented the principle of university autonomy, in a historic moment which, on the other hand, would require important maneuvers aimed at change.

This has caused a real competition between universities, which has spilled over into them, unloading everything on the student component driven to unscrupulously pursue excellence, to the detriment of a primary mission of training and personal growth.

To date, our country stands, in terms of investments in universities and scientific research, well below the average of European countries. In a similar context, we can only feel strongly alarmed by the percentage of Italian graduates who continue to be among the lowest in Europe.

All of this must be contextualized in a remarkably difficult framework both from an economic and social point of view. With the increase in inflation, even the Right to Study has had to submit to the crisis we are experiencing, leading to adjustments with respect to quotas and costs which, in fact, have made the underfunding system into which it fits even more evident. In our Region, for the first time, recourse was made to ESF funds, a type of allocation coming directly from the European Union, due to the insufficiency of the sums allocated at state and regional level, which have failed to meet the needs of the Marche student population.

Compared to last year, we can highlight some innovations introduced following the requests and the work of student representation in the relevant bodies, such as the introduction of credits appropriate to those actually achievable, the improvement of the IT system for applying for scholarships which facilitates the request, greater publicity of the scholarship announcement itself, the opening of the services in conjunction with the start of the lessons, the development of an app for accessing the catering service. But all this is not enough!

In fact, on the other hand, one of the most significant shortcomings remains the

aforementioned strong underfunding, which must be highlighted and on which it is essential to intervene as soon as possible, since it is the primary cause of the risk of re-proposing the figure of the eligible student who will not benefit, i.e. students who could benefit from the scholarship but who, due to lack of funds, will not be able to use it. In addition, also following a strong internationalization undertaken by some universities in our region, various problems have arisen for the foreign student component, causing difficulties not only in the use of the services provided by the regional institution for the right to study, but also concerning the exclusion from the scholarship call itself; complications relating to the documentation necessary for access to the tender, attributable to the slow and cumbersome bureaucracy of the embassies, have directly affected thousands of students, making access and the continuation of one's university career even more difficult.

In addition to this, the worsening housing crisis and an increasingly undermined Right to Housing must not go unnoticed. The PNRR and the Ministry of the University, to compensate for an objective relating to the increase in accommodation places, have promoted initiatives that have gone to facilitate the private market and the proliferation of private student accommodation, putting the public sector even more in difficulty and, to consequently, the student component receiving scholarships, which is seeing less and less guaranteed the availability and free of charge of accommodation, jeopardizing the very right to housing: private residences, unlike public ones, in fact, involve payment, often even of a high of the room in which you will be staying.

Like Gulliver and as a Union of Academics, the battle for a truly guaranteed Right to Education is a cornerstone for which we constantly fight, because we believe that access to studies should be a priority for the institutions. We are fighting to ensure that the Region and the Ministry increasingly expand the audience of those entitled to the scholarship, ensure that students without means have the services necessary to continue their studies and improve their conditions. All this because we believe in a fully accessible, public, free and quality university.

Gianluca Ferri

Coordinator Gulliver's Party

Services and duration

For the **academic year 2023/2024** the students who apply must be **enrolled** in the courses by the dates set by the notices published by the University of reference, **with the exception of the students who apply for the last useful semester** of the scholarship for which the enrollment in the current academic year at the time of application. The scholarship consists of:

- Accommodation or rent contribution;
- Canteen service;
- Monetary share (defined on the basis of income).

N.B. Scholarship winners are exempt from paying university fees: they are not subject to the payment of the second and third installments, they must pay only the first installment, which will then be given back at the end of the year. The exemptions will be communicated to the university directly by ERDIS.

ACCOMMODATION OR RENTAL CONTRIBUTION

For off-site students, winners of the scholarship, the accommodation service will be granted for a period **of 10 months**: from the beginning of lessons until July 2024. It is possible to refuse accommodation in the structures offered by ERDIS and independently find accommodation, but in this case the accommodation fee will **not be refunded**.

The rent contribution will be assigned only if a student chooses to stay in the ERDIS structures and these are already completely full. However, a valid rental contract with a duration of at least 10 months must be presented.

For students who are not eligible for the free accommodation service, it will be possible to use the latter for a fee.

CANTEEN SERVICE

For **commuter students**, winners of the scholarship, **1 free meal per day** is provided. For **off-site students**, winners of the scholarship, **2 free meals per day** are provided. This service will normally be guaranteed for one year from the start of university lessons and for the entire period of validity of the scholarship.

For **students who are not eligible** for the free catering service, it will be possible to access the canteen service by paying a fee for each meal consumed.

CASH QUOTA (FEE)

The cash portion of the scholarship is defined on the **basis of income (ISEE)**. It will be paid in several equal installments and disbursed exclusively through: credit to a current account (opened at an Italian bank) in the name or joint name of the student prepaid card in the name or joint name of the student with IBAN referring to an Italian credit institution.

SERVICES AND DURATION

The services may be requested for a period equal to that shown in the table:

	Bachelor's degree/ISIA/academies	Master's degree/specialization	Master's degree C.U	Research doctorate*
Italian or foreign students	3 years + 1 semester	2 years + 1 semester	Duration of the program + 1 semester	Duration of the program
Students with 66% disability	4 years + 1 semester	3 years + 1 semester	Duration of the program + 3 semester	Duration of the program + 3 semester
Italian or foreign part-time students	7 years	5 years	13 years	

	Bachelor's degree/ISIA/academies	Master's degree/specialization	Master's degree C.U	Research doctorate*
Italian or foreign part-time students with 66% disability	9 years	7 years	15 years	

*The ERDIS scholarship is reserved for those doctoral and post-graduate students (except those in the medical area) who do not already have a university or ministerial scholarship.

N.B.: If these services are assigned to you in one of the years following the first (due to a lack of funds or simply because you did not apply for it in the first year), you lose the years in which you don't win.

ATTENTION: SCHOLARSHIP STUDENT WINNERS FOR ADDITIONAL SEMESTER

To apply for the scholarship for the additional semester it will not be necessary to enroll in the a.y. 2023/24, but **enrollment in the a.y. 2022/23** at the time of the application. The scholarships awarded for the first semester beyond the legal duration of the courses are for an amount equal to **half of the scholarship** provided on the basis of the ISEE of the beneficiary student; the **accommodation and canteen services** obtained will normally be provided from the beginning of university lessons until **31 March 2024**.

Applicants for a scholarship for the **first year of a master's degree** can be submitted by those who graduate from the three-year degree and who regularly enroll in the first year of a master's degree for the academic year 2023/2024 within the deadlines set by the individual university institution. If **the student fails to obtain the three-year degree** by the date in the premise and enrolls in the first year outside the course of the

three-year course, he must submit, by **5th May 2024**, a self-declaration certifying merit on 10/08/2023 and your application will be considered as a request for a scholarship for the **additional semester** and in the presence of the necessary requirements, the benefit will be confirmed and therefore re-determined.

N.B. Scholarship-winning students, who obtain their degree during the period of use of the benefits, retain the right to the monetary portion of the scholarship while forfeiting the canteen and accommodation services.

Can i apply for a scholarship?

1. Income requirements

The income requirements are identified on the basis of the ISEE for services for the Right to University Study. For the 2023/2024 academic year, the thresholds for the ISEE and ISPE indicators are **€24,000 and €50,000**, respectively.

ATTENTION! When you go to the CAF/Professionista to request the ISEE, you should specify that the request is aimed at obtaining the ISEE for subsidized services for the University Study Rights, which is the specific and necessary indicator for the purposes of applying for scholarship (given that it is not possible to integrate requests that have already been closed but you would have to do it all over again, we recommend maximum attention).

N.B. In the event that the benefits for the right to study are requested by two or more students belonging to the same family nucleus, the ISEE certificate must contain the wording "applies to subsidized services for the right to university study in favor of ...", reporting the student's tax code".

The legislation considers the scholarship received in the previous year as an income component. This means that, although the student will also have to indicate the scholarship obtained in the year 2021 among the income for the purposes of calculating the ISEE, once the ISEE has been obtained, ERDIS **will separate the amount of the scholarship study previously perceived.**

[N.B. You can request the current ISEE: a more "updated" version of the indicator of the family's economic situation, because it refers to a shorter period of time than that in which a subsidized social benefit is requested. It also allows you to understand if there has been no assistance or social security treatment or indemnity enjoyed by even just one member of the family unit.](#)

TO APPLY OR NOT TO APPLY?

Students with higher ISEE values will automatically be excluded. This doesn't apply to the students who received the scholarship in 2021, the value of which will be separated from the ISEE elaborated by the INPS. Therefore, we advise those who belong to this category, and who have an ISEE of just over €24,000, to submit an application anyway, as, following the spin-off carried out by the institution, they could fall within the limit.

2. Merit requirements

[News! The merit requirements of the courses have been redefined which provide that the student can achieve fewer than 60 credits.](#)

Example: a student who enrolled in the degree course in Food Science and Technology in the year 2022/2023 must reach 22 credits by 10 August 2023 to apply for the scholarship for the year 2023/24. This is because for the first year of his course there are 54 credits in the teaching plan (less than 60).

To find out which courses are involved and which changes have been made, it is possible to consult the annexes to the call for the 2023/24 Scholarship (pages 82-118).
Announcement link: <https://erdis.it/wp-content/uploads/2023/07/Bando-BORSA->

Listed below are the merit requirements that refer to courses with a number of credits equal to or greater than 60 for the current academic year.

It is possible to apply for ERDIS benefits, only if the student satisfies the income requirements and the following merit requirements: by 10 August 2022 the student must have obtained at least.

FIRST YEAR (BACHELOR, MASTER, SINGLE CYCLE MASTER)

The request is evaluated only on the basis of the economic conditions. Merit requirements will be only evaluated at the end of the academic year. Before the 10th of august 2024 the student must have reached at least:

- 20 credits for full-time enrollment;
- 10 credits for part-time enrollment.

In the event that, as at 10 August 2024, the student does not meet the aforementioned merit requirements, he/she has time to achieve them until **30 November 2024** in order not to return the scholarship received, but **THEY WILL NOT RECEIVE 50% OF THE REMAINING CASH QUANTITY** .

BACHELOR'S DEGREE (FULL TIME ENROLLMENT, YEARS FOLLOWING THE FIRST)

It is possible to apply only if the student satisfies the income requirements and the following merit requirements. By 10 August 2023 the student must have achieved at least:

Type of degree	Nr. of ECTS
Bachelor's degrees and master's degrees (CU)	25
Master's Degrees	30

BACHELOR'S DEGREES – PART TIME STUDENTS:

It is possible to apply only if the student satisfies the income requirements and the following merit requirements. By 10 August 2023 the student must have achieved at least:

Type of degree	Nr. of ECTS
Second	12
Third	40
Fourth	67
Fifth	94
Sixth	121
Seventh	148

MASTER'S DEGREE (YEARS FOLLOWING THE FIRST)

It is possible to apply only if the student satisfies the income requirements and the following merit requirements. By 10 August 2023 the student must have achieved at least:

Type of degree	Nr. of ECTS
Second	30
Additional semester	80

MASTER'S DEGREE - PART TIME ENROLLMENT

It is possible to apply only if the student satisfies the income requirements and the following merit requirements. By 10 August 2023 the student must have achieved at least:

Type of degree	Nr. of ECTS
Second	12

Type of degree	Nr. of ECTS
Third	40
Fourth	67
Fifth	94

SINGLE-CYCLE MASTER'S DEGREE (YEARS AFTER THE FIRST)

It is possible to apply only if the student satisfies the income requirements and the following merit requirements. By 10 August 2023 the student must have achieved at least:

Type of degree	Nr. of ECTS
Second	25
Third	80
Fourth	135
Fifth	190
Additional semester	245

SINGLE-CYCLE MASTER'S DEGREE OF 6 YEARS (FOLLOWING THE FIRST YEARS)

It is possible to apply only if the student satisfies the income requirements and the following merit requirements. By 10 August 2023 the student must have achieved at least:

Type of degree	Nr. of ECTS
Second	25
Third	80
Fourth	135
Fifth	190

Type of degree	Nr. of ECTS
Sixth	245
Additional semester	300

SINGLE-CYCLE MASTER'S DEGREE - PART-TIME ENROLLMENT

It is possible to apply only if the student satisfies the income requirements and the following merit requirements. By 10 August 2023 the student must have achieved at least:

Type of degree	Nr. of ECTS
Second	12
Third	40
Fourth	67
Fifth	94
Sixth	121
Seventh	148
Eighth	175
Ninth	202
Tenth	229
Eleventh	256
Twelfth	283
Thirteenth	310

UNIVERSITY CAREER RESET

It is possible to request the cancellation of one's university career for the purpose of calculating the scholarship. It can be requested only once in the event of irrevocable withdrawal from studies in the first year and, in the event of re-enrollment in studies, the student is entitled to compete for the granting of the scholarship, provided that he has returned the scholarship previously received for the same year of the course and who is in possession of the required requisites.

ATTENTION! The recognized credits of the old course cannot be considered in the number of credits necessary for maintaining or applying for the scholarship for the current academic year.

Example: a student who enrolled in the Degree Course in Biological Sciences in the year 2022/23 and withdrew from studies to enroll in the Degree Course in Medicine and Surgery for the year 2023/24, can request the career reset so that his first year of registration is 2023/24.

CHANGING COURSE

For students enrolled in the year following the first, who have completed a course change, the **training credits are valid only if recognized for the course of study** for which the benefit is requested. Therefore, only those credits that refer to subjects included in the study plan of a given academic year will be validated

Example: a student who enrolled in the Law Degree Course in the year 2022/2023 and passed the Tax Law exam, if he wishes to change course to enroll in a Course of Economics and Commerce, will not be able to validate these credits since the subject is scheduled for the third year (they will be able to do so in the third year).

STUDENTS WITH DISABILITIES

For students with disabilities, the merit requirements deviate by 40% less than those envisaged. It should also be remembered that the services have a duration equal to one year longer than those envisaged.

3. Bonus

To get the credits needed to apply for the benefit, the student can use a bonus of ECTS based on the year of the course they will attend. The request must be made during the filling out the application:

- **5 ECTS** if used for the first time to obtain the benefits for the second academic year of the Degree Course and Single Cycle Master's Degree (**therefore this bonus cannot be used nor to reach the 20 ECTS at 10 August which are**

used to benefit from of the second of the first year, nor to reach the 20 ECTS at 30 November necessary to avoid the revocation of the scholarship; the bonus can be used only if the first 20 credits have been reached);

- **12 ECTS** if used for the first time for the achievement of the benefits for the third academic year of the Degree Course and Single Cycle Degree Program;
- **15 ECTS** if used for the first time for the achievement of the benefits for the following academic years of the Degree Course and Single Cycle Degree Program.

Attention: Before requesting the bonus, go to the link indicated in the “Merit requirements” section of this guide and check if the requirements of your course have been reformulated.

The bonus is not cumulative. In subsequent years, only the residual portion of the previously partially used bonus may be used. Students enrolled in a master’s degree program can use the bonus not used during the three-year degree course even if they come from another university. For the second year of the master’s degree, you can use a maximum of 15 bonus credits.

Furthermore, if you apply for a scholarship for the 2023/2024 academic year, but have not applied for a scholarship for the 2022/2023 academic year, you can use the bonus credits to apply for the 2023/2024 academic year.

4. Termination or withdrawak of the exchange

The most common cases of withdrawal of the scholarship benefit are:

- students enrolled in the **first year** (bachelor, master’s, and specialist single-cycle degree) who have not achieved at least **20 ECTS by 30 November 2024**, or 10 ECTS if they’re a part time student.
- student who has not enrolled (a.y 2023/2024) within the deadlines set by their

faculty.

- student who declares, even in good faith, that he has obtained a number of ECTS higher than the one actually held by 10 August.
- student who **withdraws** from studies in the year in which they are a scholarship winner (before 31 August 2024).
- students who are beneficiaries of other scholarships, except for study programs abroad.

WARNING! The forfeiture or revocation of the benefit involves the REFUND of the amount received in cash and the monetary value of the services enjoyed by the student.

How to apply

To carry out the procedure necessary to complete the application, you need to connect to the ERDIS website www.erdiss.it

From here you can access the Reserved Area and proceed with completing the online application. The compilation procedure will be active until 25 August 2023.

The student must declare that they have already submitted to the INPS, via CAF or directly online, the Single Substitute Declaration (DSU), complete with the framework relating to benefits for the right to university study valid for the year 2023 or to submit it within no later than the application deadline, under penalty of exclusion from the benefit.

N.B: Students can submit the scholarship application even if, at the time of filling in, they do not have the ISEE certificate, undertaking to submit the DSU by the deadline of 25/8/2023.

1. Authentication

Before completing the application, you must authenticate, for which the system provides three methods:

- a. **WEAK authentication** for international students without an Italian identity document and SPID and not resident in Italy: refer to the “Foreign Students” section of this guide.
- b. **STRONG authentication via SPID level 2 and level 3** To obtain your SPID, You can find all the necessary information at the link: <https://www.spid.gov.it/cos-e-spid/come-attivare-spid/>
- c. **STRONG authentication with Electronic Identity Card (CIE) or National Services Card (CNS)**. The Electronic Identity Card (CIE) also allows access using a smartphone or tablet via the CielD app.

N.B. You will need to upload a recent photo in digital format if you are applying for an ERDIS benefit for the first time

2. Application for benefits

Once authentication is complete, click on “Request for benefits and services” » “Scholarship and accommodation service”». The actual compilation of the application will then begin:

1. university enrollment with indication of any cases (withdrawal from studies, simultaneous enrollment, part-time enrollment, course transfer)
2. entry of income data (ISEE value) and merit data (accumulated credits)
3. selection of the benefits for which to apply (scholarship and accommodation)
N.B. Students benefiting from the scholarship will automatically benefit from the catering service
4. IBAN entry of the current account or prepaid card to which the monetary portion of the scholarship will be disbursed.

If it should be necessary to make corrections, it is possible to return to the screen relating to the data to be corrected using the “Back” button, otherwise if the application has been completed correctly, it is possible to close it with the “Save and continue”

button, closing the application.

In compliance with the deadlines, the possible integration of the documentation requested in the application, listed in the following paragraph, is permitted.

3. Documentation to be attached or presented

After logging in to your Reserved Area, you can upload the necessary documentation by clicking on “Upload documents”.

a. Foreign students - Calculation of the ISEEU/ISPEU parificato (da controllare)

b. Students with one or both parents fired in the period from July 2022 to June 2023 and persist in the state of unemployment. For this student, however, the conditions of income/assets and merit required by the notice must apply. The interested parties must obligatorily attach documentation consisting of a letter of dismissal. This documentation must be produced within the application deadline.

OTHER DOCUMENTATION TO BE SUBMITTED LATER

c. Scholarship beneficiary students who do not stay in the institution's housing facilities: Rental contract (go to the “Accommodation and rent contribution” section of this guide) by 15/11/2023

d. Students with disabilities: certificate certifying the disability, if this has not already been produced in previous years or has undergone a change in the percentage of disability. For the request for integration of the scholarship, the student will have to produce the tax documentation certifying the expense incurred (relating to the purchase of prostheses, supports or any intervention that facilitates the use of the teaching activity) by 12/15/2023 .

e. Students staying in ERDIS housing facilities: Medical certificate which must be dated no earlier than 15 days from accessing the housing facilities, that must be handed in the day of the key collection.

f. Monetization of the catering service for health reasons: medical certification issued by a specialist of a public facility indicating the type of pathology in which they are specified, the food substances incompatible with the pathology and the description of the dietary regimen that the student is required to respect within on 18 October 2023.

4. Submission of the application

If WEAK authentication has been used: the printout of the signed application, the photocopy of an identity document and any documentation supplementing the request must be delivered manually in paper form or sent by registered mail with return receipt to the ERDIS branches shown in the table within the terms set by the Call. In the event that the student does not have to attach the original paper copies to the application, she can send everything digitally signed to the PEC address: erdis@emarche.it.

Attention! For the purposes of registering the application, the date of receipt by the institution's protocol office and not the date of dispatch is considered valid.

ERDIS offices	ADDRESSES to send or hand the documents to
Sede di Ancona	Vicolo della serpe n.1, 60121 Ancona
Sede di Camerino	Certified letter: Colle Paradiso, 1 – Le Mosse 62032 Camerino (MC) Hand in: Sede di Camerino in Loc. Colle Paradiso, 1 Le Mosse (MC) Sede di Ascoli Piceno - Via Pacifici Mazzoni, 2
Sede di Macerata	Viale Piave n. 35, 62100 Macerata
Sede di Urbino	Via V. Veneto n. 45, 61029 Urbino

b. If you have made use of STRONG authentication: all you need to do is send the application completed online and registered by the system in telematic format. There is therefore no need to deliver any paper support.

5. Deadlines

The application for the scholarship for the a.a. 2023/2024 must be submitted, otherwise excluded from the competition, **by August 25, 2023**. Failure to transmit and submit the application within the above deadlines is a reason for EXCLUSION from the competition.

Attention! If you are enrolled in a Degree Programme other than that specified in the application submitted to ERDIS (for example, for failing an admission test) or if changes are made to ISEE or the accounts on which the amounts are to be received, remember to notify ERDIS in good time!

Foreign students: ISEEU/ISPEU parificato by **16 October 2023**.

Rent contribution: lease by **15 November 2023**

Students with disabilities: certificate of invalidity by **15 December 2023**

6. Rankings

PROVISIONAL ranking display: by **11 September 2023**.

Deadline for submission of applications for revision: **5 days after** the publication of the rankings.

FINAL ranking display: by **31 October 2023**.

In concomitance with the display of the provisional rankings will be communicated the dates of allocation of the place of bed for the student out of office, by a special notice on the website www.erdis.it and it will be available in the reserved area of the student, Scholarship students will be able to download **the app “ERDIS.eat”** in order to use the Canteen Service from the beginning of the lessons.

Scholarship

The amount of the grant is determined by the student status:

- on site (resident in the municipality of the university): € 2,682.77
- commuter (resident in a municipality up to 60 minutes away by public transport): € 3,889.99
- off-site (resident in common other than the two previous cases) and independent: € 6,656.52
- attending teleteaching and detention courses: € 2,682.77

N.B.: All students admitted to doctoral courses are awarded the scholarship "out of office" regardless of their origin.

Reductions or increases are then applied to these amounts, according to the ISEE, shown in the table below:

I.S.E.E. (€)	Increment or Reduction
da zero a 12.000	15% Increment
da 12.000,01 a 16.000,00	0 % Reduction
da 16.000,01 a 18.000,00	12,5 % Reduction
da 18.000,01 a 20.000,00	25 % Reduction
da 20.000,01 a 22.000,00	37,5 % Reduction
da 22.000,01 a 24.000,00	50 % Reduction

For students who have obtained a scholarship for the additional semester, the amount provided for each service (accommodation, canteen and monetary fee) is reduced by 50%.

The following percentage increases shall also be applied to the total amount:

a) student enrolled simultaneously in two courses of study: the grant is increased

by 20%, if you meet the merit requirements for both courses in which you are enrolled
b) female students enrolling in a course of study S.T.E.M.: increase of 20%. (the increase of 20% is not cumulative with the increase of 15% expected for students with Isee less than € 12,000).

1. The cash share

With “Scholarship” are indicated all the services insured by the Institution, therefore according to the condition of the student, the fee for accommodation and/ or catering is subtracted from the cash.

a) independent off- site students: € 2,500 (Housing Service) and € 1,866.20 are subtracted (two free daily meals)

b) commuter student: €933.10 is deducted for one free meal per day

N.B.: The student may not require the conversion into money of the share of the scholarship for services, except for some exceptions (e.g. canteen service due to pathologies that preclude the use and cannot be resolved by the institution).

CHANGE OR SUPPLEMENT TO THE GRANT AMOUNT

- **student who has obtained the scholarship for the further semester:** the amount of the cash fee will be reduced by 50
- **students with a disability of not less than 66%:** supplement of the grant amount (maximum € 2000), in order to allow the purchase of prostheses and supports or other interventions to facilitate the use of the teaching activity. No grants will be made for materials and media purchased previously and already reimbursed. The student must submit a specific request by December 15, 2023, accompanied by tax documents certifying the expenses incurred in the year 2023.
- **where the student receiving a grant of a reduced amount sees the economic situation worsening compared with the declaration made at the time the grant was granted,** may submit appropriate documentation to obtain the revision of its position with an increase in the amount of the grant from the first six-month instalment immediately following.

2. Dispensing

The monetary share of the scholarship will be paid in three installments and will be paid by credit to:

- bank account in the name of the student;
- Prepaid card held or co-held by the student with IBAN and referred to an Italian credit institution.

N.B.: the credit will be made on the card indicated during the completion of the application for the Scholarship.

The **monetary share** of the scholarship will be paid in accordance with the times and the procedures set out below.

Student enrolled in the FIRST YEAR of a Bachelor's Degree or Master's Degree in a Single Cycle:

1. **first installment: equal to 20% of the total**, shall be paid within 10 days of the closing date of enrolment in the courses of study, and in any event not later than 10 November.
2. **second installment: an additional 30% of the total**, is paid within 60 days of the publication of the rankings and no later than 31 December.
3. **third installment: equal to the remaining 50% of the total**, is paid upon reaching at least 20 credits, provided that achieved by 10 August.

Students enrolled in the FIRST YEAR of a Master's Degree Programme:

1. **first installment: an additional 50% of the total**, is paid within 60 days of the publication of the rankings and in any case no later than 31st December.
2. **equal to the remaining 50% of the total**, is paid to the achievement of at least 20 credits, onfly if acquired by 10th August.

Students enrolled in years following the first: the first installment of the scholarship, equal to 50% of the monetary share, will be paid by 31 December 2023, and the

second installment by 30 June 2024.

Non-EU foreign students enrolled in the first year of the course: the first installment of the scholarship will be granted upon obtaining the credits required for the maintenance of the grant unless:

- Present a suitable guarantee as referred to in Article 11 of the contract or guarantee;
- They belong to families that have submitted the tax return to the Italian State for the year 2021.

Students eligible for the scholarship for the additional semester: the entire fee will be paid with the first installment.

Students waiting for the validation of the exams will be issued the monetary fee in a single solution by June 2024.

Accommodation service and rental contribution

For out-of-school students who have won scholarships, the accommodation service is provided from the beginning of university classes until July 2024.

In the event that the out-of-office student renounces the place of accommodation in the facilities managed by the institution, the part of the scholarship relating to the accommodation service of the student renounced will be allocated to other scholarships for the same academic year. Therefore, **giving up the place of accommodation entails the waiver of the benefit that will not be paid in cash or as a contribution rent and will NOT be possible to choose between:**

- Stay in a student dorm for free;
- Request the rent contribution as you are staying at external facilities (with

regular contract).

The accommodation service is provided both to the student grant holder and to the student who is not eligible for the free service (which therefore requires a bed for a fee).

1. Scholarship student

The out-of-office student, winner of a scholarship that will have ticked the box corresponding to the place of bed at the housing facilities of ERDIS, will be appointed assigned to the accommodation service for the period from the beginning of the lessons.

The service covers a period of ten months, **at the moment the months of August and September are not included in this account.** For the month of September 2023 places were made available in the student halls but only for a fee (with discounted rates for the borsists).

The **acceptance** of the bed is made STRICTLY WITHIN 5 DAYS FROM THE DATE OF PUBLICATION OF THE RANKINGS, by filling in and sending online the form available in its reserved area where you can also see the outcome of the application.

Subsequently, the winning student will be notified of the date of the allocation of the bed. Upon entering the facility, you will need to present a **medical certificate** of no earlier than 15 days.

The student will have to **pay a deposit of € 100** at the time of entry. This deposit will be refunded, for those who have a title and if they are no longer allocated bed, at the beginning of the new academic year (October 2024).

In the event that a student who has applied for accommodation does not receive accommodation in the facilities by 17/10/2023 for lack of service, ERDIS will refund the accommodation fee in two instalments. Students must prove that they have taken

up accommodation with private individuals for a period of not less than 10 months (5 months for the last semester of the scholarship winner).

The student who will receive the rent contribution must submit by 15/11/2023 a copy of the contract regularly registered.

STUDENTS ATTENDING COURSES IN ESTABLISHMENTS WHERE THE INSTITUTION HAS NO ACCOMMODATION

These students must submit by the date of November 15, 2023 a copy of the lease for a fee, registered with the Revenue Agency (Agenzia delle Entrate) for a continuous period of not less than 10 months (5 months for the last semester winner). In order to obtain the settlement of the housing share of the grant itself, the dwelling must be located in the common place of attendance of university studies.

2. Non-Scholarship student

In this case, to stay in ERDIS student accommodation, the student must make an express request by completing the application exclusively online. After logging in to the Reserved Area by authentication, click on "Request for benefits and services" and choose "Scholarship and accommodation service". During the compilation it will be possible to choose accommodation for a fee.

The monthly cost of the apartment is calculated on the basis of economic conditions and merit, so it is necessary to submit the same documentation required for scholarships.

There are different income brackets according to which the monthly cost of the apartment varies:

	ISSE Limits	ISPE Limits	Monthly
REDUCED FEE (up until the first out of course)	equal or inferior to €24.000	equal or inferior to €50.000	€220 (single room) €210 (double/triple room)
NORMAL FEE	superior to €24.000	superior to €50.000	€240 (single room) €230 (double/triple room)

3. Rankings

After the allocation of beds to the student who has won a scholarship, the institution will assign the remaining places to the student who has not received a suitable place to pay, according to the ranking.

Display of provisional ranking lists	11th of September 2023
Deadline for submission of applications	5 days after the display of rankings
Final ranking list display	31st of October 2023

Catering service

To use the catering service and access the canteen, the student must download and associate the app "ERDIS.eat". The user who is unable to use the mobile device may make a request to the office of the Right to Study of competence to obtain one of the alternative access methods.

1. Services request

Student eligible for scholarship

The catering service for students eligible for the scholarship is provided by the Institution automatically, therefore DO NOT have to apply. You will still need to install and use the "ERDIS.eat" app to use the service or an alternative access mode.

Non-scholarship students:

To complete the online application:

- link to the ERDIS www.erd.it website and access your Reserved Area
- select the form "Request benefits and services" and then "Discounted rate catering"

After submitting your application, you must associate with the app to your profile. You can recharge your electronic purse through online deposit.

2. Rates

Student eligible for scholarship

Students who have been awarded scholarships and students who have been enrolled in the year following the first non-assisted eligible result are entitled to

- students "commuters": a free daily meal;
- students "out of office": two free daily meals.

[N.B. The scholarship student can also enjoy free meals for 15 days at other Erdis restaurants in the region. You can also ask to obtain a higher number of days for reasons related to teaching activities related to your course of study.](#)

Non grant holders

Students who do not pay for their meals can use the "ERDIS.eat" app for a reduced fee. Without the application, the full fee will be charged.

The possible combinations are:

Full meal (€5,50)	Reduced meal (€3,30)
1 first course	1 first course/second course
1 second course	1 side
1 side	1 bread
2 breads	1 portion of fruit/yogurt/juice
1 portion of fruit/yogurt/juice	bevande
bevande	

3. Procedures for providing the service

Canteen times are often updated, any news will be published on our social channels. You can check the ERDIS website for the opening times and days of the canteens. The service consists of lunch and dinner, on site or take away, except for some canteens open only for lunch (you can request dinner to take away for lunch).

You can also view the menu of the canteen reference at the following link:

<https://www.erdis.it/menu/template/OpenMenuWeek.html>

ATTENTION! For students who do not pay for the canteen service, the payment cannot be made by card or cash, but only via the app, which can be recharged from your reserved area on the ERDIS website.

International mobility

The student who is the recipient of a scholarship in the year 2023/2024 is entitled to a supplement of the scholarship for participation in international mobility programmes **only once for each course**. The student is entitled to a grant for participation in international mobility programmes.

The application for the grant is submitted during the online application process.

Winner in possession of the requirement of recognition of credits, the amount referred to the services **canteen and accommodation will be paid in cash for the share related to the period spent abroad at the end of the academic year**. (e.g. if the International Mobility Grant is for a period of 6 months, the service fee for only 6 months will be converted into cash).

The grant will be paid in two instalments:

- The first, equal to 70% of the total contribution, can be disbursed on request before the start of the program, only if the starting times coincide with that of the publication of the final rankings;
- The remaining part will be paid at the end of the academic year after verification of the achievement of the results foreseen in the mobility programme.

On the basis of the financial resources of the Institution, a supplement of €600 is **granted on a monthly basis**, for the duration of the period of stay abroad, up to a maximum of 10 months. **From the amount of € 600** must be deducted other supplements from other bodies (e.g. University or European Union).

Foreign student

Foreign students, stateless persons and refugees can apply for the scholarship. Foreign students are considered out of office, regardless of the location of their residence in Italy, except where the family unit resides in the Italian territory.

1. How to apply

International students without an Italian identification document and non-residents in Italy: it will be possible to obtain the credentials for access to the online application by submitting a special request through the procedure made available on the website of

the Authority. The obtained credentials will allow weak authentication of the student. Students will then have to transmit to ERDIS their fiscal code necessary for the use of the services.

2. Documentation to be attached

A. Foreign students - Calculation of the ISEEU/ISPEU equalized

It is necessary to deliver, in original and paper format, the documentation issued by the authorities of the country of origin and translated into Italian, validated by the Italian diplomatic authority competent for the territory, certifying:

- a) the composition of the household with an indication of those living with the head of household on the date of submission of the application;
- b) the income received by each member of the household expressed in the currency of the country of origin in the year 2021; in the event of no income, the status of unemployment must be expressly stated in the documentation, employment of housekeeper (household) or student status.
- c) Property relating to the real estate of each member of the household with specified the value available abroad on the date of 31/12/2021; in case of absence must be expressly specified in the documentation.
- d) Movable assets relating to current accounts and deposits of any kind, in the name of each member of the household, available abroad on 31/12/2021 or its Annual Average Amount; in case of absence must be expressly specified in the documentation.
- e) Photocopy of the residence permit for the academic year 2023/2024.

If the family does not reside in Italy, you are not registered in the AIRE lists and you are unable to submit all the original documentation, you can send the original legalized documentation by October 16, 2023, Under penalty of exclusion from the benefit will result in the refund of a sum equal to the value of the services already used from the beginning of a. to 2023/2024. [Students who by October 16, 2023 submitted documentation in the original but incomplete or imperfect and who were therefore excluded from the benefit with the final rankings can, by 31 January 2024](#) submit additional documentation of the previous and if it is

perfectly compliant with the requirements of the call, may be readmitted to the benefit.

B. Students from EU Member States

It is necessary to present the relevant documentation issued by the competent authorities of the country where the income was produced, translated into Italian, but legalization is not required.

C. Students from particularly poor countries

The students from particularly poor countries according to D.M. n. 115 of 28/2/2023 must submit certification of the Italian Representation in the country of origin attesting their economic condition and will have the indicators ISEE and ISPEE to euro "zero".

D. Students "refugees", stateless persons, with "subsidiary protection" or "temporary protection"

It is necessary to submit the Dichiarazione Sostitutiva Unica (DSU) for ISEE purposes and attach to the application a copy of the certificate attesting recognition of its status as a "refugee", stateless person, "subsidiary protection" or "temporary protection".

E. Students seeking international protection

Students applying for international protection must submit official application documents. It is also necessary to submit the Single Substitute Declaration (DSU) for ISEE purposes. Any scholarship is suspended until the status indicated above is recognised, along with free use of canteen and accommodation (if available).

3. Provision of scholarship

For non-EU foreign students enrolled in the first year of a course, the first installment of the scholarship will be paid upon achievement of the credits required to maintain the scholarship, except in the case where:

Present a suitable guarantee referred to in article 11 of the announcement or surety;

They belong to households that have submitted their tax return to the Italian State for the year 2021.

For years following the first and foreign students from the EU, refer to the indications in the "**Scholarships**" section of this guide.



FAQ

When do I have to apply for the scholarship?

By the 25th of August. However, if you apply late, if any scholarships remain available from those who made the request in time, you will enter the "second deadline ranking". For these deadlines, stay updated on our social media channels.

I am enrolled in the first year, what if I do not reach 20 credits by August 10?

Students who have not obtained 20 ECTS by 10 August 2023 will not be able to benefit from the remaining monetary share of the exchange, while retaining the benefits already paid. The student will be revoked and will be required to return the total amount of the scholarship (including services) if he has not obtained 20 credits by 30 November 2023.

Can I only use bonus credits once? Once I use them, do they remain added to my curricular credits for subsequent years?

Bonus credits can only be used once during your career and do not remain in addition to credits for subsequent years. The fee of the "Bonus" not used in the academic year of reference can be used in subsequent ones. (eg. if 3 out of 5 bonus credits were used in the second year, the 2 unused bonus credits may be added the following year.

Does having a scholarship penalize for other calls (e.g. 150 hours)?

Yes, if you have the Scholarship you can not participate in several calls for further facilitation and penalizes in the ranking of part-time collaborations (150 hours - part time collaborations).

I changed my course of study, can I apply for the scholarship? What should I put as the year of first registration?

If you have changed your major, you will have to enter as first matriculation the year of matriculation to the previous degree course. Based on this, it will be the one year that will be authentic for your scholarship application, let's take an example:

a student, after having attended a year of Biological Sciences, makes the transition to the course of Medicine and Surgery: such student, even if they attend the first year of the course in Medicine and Surgery, have as year of registration the previous one and therefore, in terms of the scholarship application, they will be enrolled in the second year and the required merit requirements will be those for the second year.

If I change course, should I return the bag? Can I take it back in the future?

It depends. With the passage of the course it will not be necessary to return the scholarship received, for the reasons explained above.

Instead, you will need to return the scholarship in the event that you give up your studies in the first year for a course, and then apply for benefits for the first year of the new course.

VERSION
FRANÇAISE

LES ÉTUDIANTS ÉTRANGERS

CALCUL DE ISEEU/ISPEU PARIFICATO

Les étudiants étrangers ne peuvent pas se prévaloir de la faculté d'auto-certification. Alors, il est nécessaire de montrer la documentation, en format original et papier. Celle-ci doit être délivrée par les autorités compétentes du pays d'origine, générée et légalisée par l'autorité diplomatique italienne compétente pour la région. Pour les pays qui ont adhéré et ratifié la Convention de La Haye conclue le 5 octobre 1961, il est autorisé l'utilisation de l'apostille au lieu de la légalisation de l'ambassade d'Italie.

Les documents rédigés dans une langue étrangère, doivent être accompagnés d'une traduction en italien conforme au texte étranger et certifiés par l'autorité diplomatique ou consulaire italienne compétente, ou par un traducteur officiel.

Pour les pays où l'ambassade d'Italie locale se heurte à des difficultés particulières, les documents peuvent être établis par les bureaux diplomatiques ou consulaires étrangers compétents en Italie et légalisés par les préfetures.

LA DOCUMENTATION DOIT ATTESTER

A. La composition de membres de famille avec l'indication de ceux qui vivent avec le chef de famille, à la date de présentation de la demande ; en cas de décès d'un des parents, la date du décès doit être indiquée sur les documents ou une documentation supplémentaire attestant de l'événement doit être jointe. En cas de séparation ou de divorce des parents, un certificat indiquant cette condition doit être joint. Une documentation spéciale est également requise en cas d'abandon du parent ou de décision de l'autorité compétente de l'éloignement de la résidence familiale.

B. les revenus perçus par chaque membre de famille exprimés en monnaie du pays d'origine au cours de l'année 2021; dans le cas d'absence de revenu pour certains membres de l'âge, il faut expressément spécifier dans la documentation. En cas de difficulté à justifier ce manque de revenu, des pièces justificatives doivent être

présentées, comme, par exemple, un certificat attestant de l'état de chômage, l'emploi au foyer (aide à domicile) ou la condition de étudiant/étudiante.

C. La description de tous les biens immobiliers qui appartient à chaque membre de la famille au 31/12/2021 avec indication de la valeur définie en l'absence d'actif pour chaque membre âgé de plus de 18 ans, cette éventualité doit être explicitement spécifiée dans la documentation ;

D. la description des biens meubles constitués des composants tenue à l'étranger tenue le 31/12/2021 ou la valeur du montant annuel moyen référé à la même année par chaque membre du noyau familial; la documentation relative aux biens meubles délivrés par les établissements bancaires dispensés de la légalisation de l'autorité diplomatique italienne compétente pour le territoire.

Il est obligatoire aussi la traduction en italien conformément au texte étranger et certifiée par un traducteur officiel.

E. une photocopie du titre de séjour, pour l'année académique 2023/2024, délivré par l'autorité de la P.S. responsable. La copie du permis de séjour peut être présentée ultérieurement tant qu'elle est antérieure au 31/12/2023. Dans ce cas, les prestations sont attribuées sous condition et avec suspension du paiement de toutes sommes d'argent jusqu'à la livraison effective du document. Si le document n'est pas présenté avant le 31/12/2024, l'étudiant perd le droit d'obtenir toute somme liée à la bourse, sans préjudice de la révocation de la prestation en cas de non-délivrance du permis de séjour par l'autorité responsable.

CONTATTI

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Any doubts or problems? CONTACT US!

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AULETTE

Ingegneria - Tel: 071 220 4509 (quota 150)

Economia - Tel: 071 220 7026 (Piano terra - aula T29)

Medicina (piano -1 polo Murri)

Scienze - Tel: 071 220 4540 (Scienze 1 - aula S3)

Agraria - Tel: 071 220 4995 (palazzina Orsini blocco B)

SOCIAL

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