

## ISEE PARIFICATO

### What is it?

The ISEE Parificato is a certificate that can be elaborated only by the CAAF offices under Agreement with EDISU Piemonte (you can find the list of CAAF offices on the EDISU Piemonte website).

It includes information about the composition of the family unit residing abroad, its economic situation (incomes) and about the assets possessed by its members (both movable property and possession of real estates).

### How do I get it?

Check the list of CAAF offices under agreement with EDISU Piemonte on the EDISU Piemonte website (section "Scholarships and other grants" > "Scholarship" > "International students") and find the office which is best for you.

Contact the CAAF office you chose and fix an appointment for the elaboration of the ISEE Parificato certificate; the day of the appointment you must bring all the required documents (see below).

If you cannot go to the appointment in person, you can appoint a person you trust as your proxy. In this case you must fill out the proxy form available in the EDISU Piemonte webpage (in the section "International students" as well) and attach a copy of the Identification Documents (both yours and the one of the delegated person).

You must open a ticket in the "ISEE/ECONOMIC REQUIREMENTS" section, and attach the proxy form and a copy of both the IDs. After you received the answer from EDISU about the proxy form being approved, the delegated person will be able to go to the appointment and request the elaboration of the ISEE Parificato certificate in your name. In case you are abroad, and you will not be in Italy by the deadline of the application/complaint procedure, you can submit a copy of all the required consular documents (including copy of your ID) to EDISU Piemonte via ticket (in the section "ISEE/ECONOMIC REQUIREMENTS"). EDISU will contact a CAAF office under agreement for the elaboration of the ISEE Parificato certificate.

Once the certificate has been issued, the CAAF office will send the ISEE Parificato to the email address you indicated; once you received the ISEE Parificato certificate, you must print it and sign it manually. Finally, you must answer the mail from the CAAF office and send them a copy of your signed ISEE Parificato certificate.

Remember to submit the signed ISEE Parificato certificate to EDISU Piemonte by the deadlines established at art. 31 of the EDISU Piemonte Notice of Competition a.y. 2021-2022. Submission procedures are described below.

### Which are the required documents?

- certification about the composition of your family unit (*nucleo familiare anagrafico*: family unit registered in the civil registry records);
- legal separation/divorce decree (yours and/or your parents', if present);
- death certificate about one or more members of your family unit (if it is the case);
- certificates about being taken over by Social Services (if it is the case);
- certificate of abandonment by one or both parents (if it is the case);
- incomes earned abroad by all members of the family unit;
- movable properties of all members of the family unit;
- real estates possessed by all members of the family unit;
- rental fee of the family unit (if present);

Documents must be translated into Italian language according to current legislation; only death certificates and legal separation/divorce decrees can be exempted.

**For international EXTRA EU students:**

Consular documents must be legalised and translated into Italian language. The original certificates must be submitted to EDISU Piemonte (see artt. 30 and 31 of the Notice of Competition).

**For international EU students:**

Consular documents must be translated into Italian language and legalised using the Apostille stamp when required (check the possible exemptions from legalisation of documents on the website [www.edisu.piemonte.it/en](http://www.edisu.piemonte.it/en) section "Scholarship and other grants" > "Scholarship" > "International students"). The documents must be scanned in a .pdf file and submitted to EDISU Piemonte by attaching them while filling out the online application (see artt. 30 and 31 of the Notice of Competition).

**How do I submit the ISEE Parificato to EDISU?**

If you are an Italian citizen or an international European student, you must attach it when filling out the online application.

If you are an international Extra-EU student you must **submit** it to EDISU Piemonte using the post service (*raccomandata con ricevuta di ritorno*/registered mail with return receipt or delivery by carrier/courier) or you can bring it to the Students Office/*Sportello Unico*. If you send the documents using the postal service you must write your SURNAME and NAME (in this order!) and "D.C. a.y. 2021/2022" on the folder, and send it to the following address:

EDISU PIEMONTE, Via Madama Cristina 83, 10126, TORINO, Italy.

Beware! The submission of the ISEE Parificato certificate is not enough to complete the application: you must submit also the **original** consular documents. The documents must be submitted by the established deadlines.

**FURTHER INFORMATION about the ISEE Parificato** are available at art. 6 of the Notice of Competition a.y. 2021-2022. You can also open a ticket in the ISEE/ECONOMIC REQUIREMENTS section.