



GUIDELINES
SCHOLARSHIP AND
ACCOMMODATION SERVICE
A.Y. 2022/23

EXTRA-EU AND EU INTERNATIONAL STUDENTS
BACHELOR-MASTER-SINGLE CYCLE MASTER DEGREES



This booklet does not replace the information available on the official Notice of competition and regulations. The articles of the Notice of Competition for Scholarship, Accommodation and Degree Award 2022/2023 are mentioned in the notes.

More information available on EDISU website:

www.edisu.piemonte.it

STEP-BY-STEP GUIDELINES

Where to find the information to apply and keep up with deadlines and procedures during the year.

BEFORE APPLICATION

1. What is EDISU and what can I apply for?

Check pp. 5-6 for the information about our agency and a list of our benefits. See pp. 6-8 for the scholarship amounts.

2. What do I need in order to apply for EDISU benefits?

Check pp. 9-12 in order to know what documents you need. Check p. 13 for the information about ISEE Parificato.

3. What are the requirements to meet in order to apply for EDISU benefits?

Check p. 13 for economic thresholds and pp. 14-20 for the merit requirements.

APPLICATION

4. Ok, I have everything to apply: How can I do it?

Check pp. 21-30 for application instructions: remember that the application procedures change according to your citizenship and the academic year you are enrolled in. Do not forget to meet the deadlines! (pp. 32-33)

5. I already submitted my application. Can I modify some data or integrate documentation?

See how to modify your application at pp. 31-32. See pp. 34-35 for the assessment of the consular documents and for the integration of missing consular documents.

AFTER APPLICATION

6. I applied for accommodation as well. What should I do now?

Check pp. 36-38 for the accommodation ranking list and pp. 38-41 for the acceptance and the declaration of interest.

7. I did not win the accommodation or I did not apply for it: can I get any help to pay the rent?

Check pp. 41-43 for the rental agreement submission;

8. How will EDISU pay my scholarship?

Check pp. 44-47 for our payment system.

9. How do I know whether I win the scholarship?

Check pp. 36-38 for the scholarship ranking list.

10. Should I meet any requirements to maintain EDISU benefits?

Check pp. 14-20 for merit requirements and pp. 44-47 for the payment of the scholarship installments.

11. What happen if I cannot maintain my benefits?

Check p. 47 for the merit/economic assessments and the benefit revocation.

2022/23 News

Compared to the past years, there will be remarkable news for the academic year 2022/23. Please, check the main ones down here.

1. **Submission of the documents in a sealed envelope:** Even if you submit the documents to the office on your own or by a trusted person, those must be closed in a sealed envelope. Documents submitted in other ways will be rejected. Our operators will notify you the evaluation by email and you can find the outcomes in your personal page (see below the sections *application* and *consular documents assessments and integration*).
2. **Deadline of February not available:** the deadline of February is no longer available. In any case, accommodation applicants who need a visa for coming to Italy and enroll in a first year can submit the documents until the scholarship complaint deadline (18 Nov. 2022) to be ranked also for the accommodation service (see below the section *application*).
3. **ISEE parificato not available remotely:** it is no longer possible to apply for the ISEE parificato remotely. Only in person or by a trusted person (see below the section *ISEE*).
4. **Database of the consular documents submitted in the previous year available:** in our website you can find a file that summarizes the sample of the documents submitted in the previous year, divided by Countries. It is only a sample collection in order to help students.
5. **15 bonus credits available for every type of student:** Master's degree students who got their Bachelor's degree abroad also have the possibility to use the bonus credits to apply for the successive year scholarship even if they enrolled in 2020/21 or 2021/22 (see the section *merit requirements*).
6. **Independent students' new requirements:** in order to apply as an independent student, a 9.000,00 € income both in 2021 and 2020 is required (see the section *economic requirements*).
7. **New scholarship amounts:** please, check the section *scholarship* to see the new amounts.
8. **New payment system for the first-year students:** two instalments of 50% of the total will be paid also for first year students (see the section *payments*).
9. **Merit requirements for the standard application of successive year students:** if you apply as a successive year student and your application is standard (not merit confirmation), the number of credits required differs according to the course you are enrolled in. Please, refer to the table A2 in our notice of competition or in our website (in the homepage or services>scholarship)
10. **Scholarship amount increased for students with double enrolment:** students who are enrolled in two courses (in Italian universities) at the same time, can run for the 20% more of scholarship (see the section *merit requirements* and *payments*).

BENEFITS AND SERVICES

EDISU, the **Regional Agency for the Right to University Education of Piedmont**, offers real opportunities to students to enjoy the university experience with benefits and services awarded through public competition and on request. Benefits are granted mainly to deserving students in a difficult economic condition, but also to the generality of students.

The benefits granted **by competition** are the following.

1. **Scholarship**;
2. **Accommodation service**;
3. **Integrative grant for international mobility** (not in this booklet, check the website for more info);
4. **Extraordinary contribution** (not in this booklet, check the website for more info).

The services provided for the generality of students are the following.

1. **Restaurant service**;
2. **Study and computer halls**;
3. **University textbooks loan**;
4. **Cultural and sport activities**;
5. **Other activities for students**;
6. **Information and orientation**.

ACCOMMODATION SERVICE

EDISU residences located in **Turin, Alessandria, Cuneo, Novara and Vercelli** can host “Non-resident” students enrolled as full-time. The conditions are the same ones required for the scholarship. The accommodation service has to be required together with the scholarship.

15% of the accommodations are reserved to Extra-EU students, whose families reside in an Extra-EU country, enrolled in first years¹. The available accommodation for that kind of students are:

Torino/Grugliasco: 44 places

Alessandria: 0 places

Cuneo: 0 places

Novara: 2 places

Vercelli: 2 places

EU students and successive year extra-EU students must refer to accommodation places for the other kinds of students².

SCHOLARSHIP

The scholarship is an **amount of money, paid in two instalments, granted by competition** to students meeting some merit and economic requirements. The competition is open to students enrolled for the first time in a **Piemonte University** to the following course levels³.

1. **Bachelor degree**.
2. **Master degree**.
3. **Single cycle master's degree**.

For **Phd and Postgraduate** school students, new guidelines will be published before the application opening (19 October 2022)

¹ Art. 11 par. 1 Notice of Competition 22/23.

² Art. 32 Notice of Competition 22/23.

³ Art. 1 par. 1, 2 and 3 Notice of Competition 22/23.

The scholarship amount varies according to the following factors⁴.

1. Part-time or full-time enrolment.
2. "ISEE Universitario/Parificato" value between € 0,00 and € 11.813,00, or between € 11.813,01 and € 15.749,00 or between € 15.749,01 and € 23.626,00.
3. The type of student (resident, commuter, non-resident), identified according to the travelling times by public transport between the student's hometown and the location of the course.
4. Female students enrolled full time in STEM courses (science, technology, engineering and mathematics) can run for a higher amount.

International students with family living abroad are considered *non-resident*. However, if the student lives in Italy and he/she has the same residence of any relative (uncles, cousins, siblings etc. are also counted) who works in Italy, the student type will be considered according to his/her Italian address.

FULL TIME STUDENTS

Resident students

			STEM female students	
ISEE ≤ € 11.813,00	€ 11.813,00 < ISEE ≤ € 15.749,00	€ 15.749,00 < ISEE ≤ € 23.626,00	ISEE ≤ € 15.749,00	€ 15.749,00 < ISEE ≤ € 23.626,00
2.705,00	2.332,00	1.836,00	2.829,00	2.233,00

EDISU will consider as "RESIDENT STUDENTS", for determining the amount of scholarship, the students who:

1. Result as "winner" in accommodation service's definitive ranking list, but decide to refuse the accommodation during the "online acceptance" phase, or don't fill out and transmit the online procedure of "acceptance";
2. Result as "eligible" in accommodation service's definitive ranking list, but decide to refuse the accommodation during the "expression of interest" phase, or fail to fill out and transmit the online procedure of "expression of interest";
3. Have been assigned to an accommodation during the "acceptance" phase or during the "expression of interest" phase **but decide to refuse that accommodation at the time of allocation into the residence**, (or do not present themselves at the residence allocated within the established timeframe).
4. Students with the **INPS scholarship** for a free university dorm.

Commuter students

			STEM female students	
ISEE ≤ € 11.813,00	€ 11.813,00 < ISEE ≤ € 15.749,00	€ 15.749,00 < ISEE ≤ € 23.626,00	ISEE ≤ € 15.749,00	€ 15.749,00 < ISEE ≤ € 23.626,00
3.989,00	3.449,00	2.729,00	4.169,00	3.305,00

EDISU will consider as "COMMUTER STUDENTS", for determining the amount of scholarship, the students who:

1. check in and then refuse the accommodation after the check-in (these students must also pay back an amount of € 8,18 for each day spent in the accommodation).
2. Students with the **INPS scholarship** for fee reduction in a university dorm.

⁴ Art. 5 par. 1 and 2 Notice of Competition 22/23.

Non-resident students

1) Non-resident students who do not apply or are not assigned the EDISU accommodation

			STEM female students	
ISEE ≤ € 11.813,00	€ 11.813,00 < ISEE ≤ € 15.749,00	€ 15.749,00 < ISEE ≤ € 23.626,00	ISEE ≤ € 15.749,00	€ 15.749,00 < ISEE ≤ € 23.626,00
6.932,00	6.008,00	4.776,00	7.240,00	5.761,00

The amounts specified in the table above are only for:

- Students who **did not apply** for the accommodation service;
- Students resulting as **"eligible"** in accommodation service's definitive ranking list, to whom hasn't been **"assingend"** (IT. **"attribuito"**) an accommodation even if they declared their interest during the **"expression of interest" phase** or students resulting as **"winner"** or **"eligible"** in accommodation service's definitive ranking list who have filled out the **"acceptance"** or the **"expression of interest"**, accepting the accommodation with the Option **"Erasmus" for 8 months or more** or with the Option **Renato Einaudi**.
- Students who **delete the request for accommodation service within the application deadline** by clicking on **"delete request for accommodation"**;
- Students who submit **"renounce of accommodation" within 15 September 2022 at noon (12:00)** through the **"complaint procedure"** related to the accommodation service's provisional ranking list;
- Students who result as **"excluded"** from the accommodation service's definitive ranking list for other reasons, but result as **"winner"** in scholarship's definitive ranking list.
- Independent students (independently from their living address).

Attention: In order to receive the non-resident scholarship amount it will be necessary to result as **"winner" in scholarship's definitive ranking list** and submit a **house rental contract** (students accepting the accommodation with Option Renato Einaudi do not have to declare the rental contract). Otherwise, they will be considered **"Commuter"** for the scholarship amount.

2) Non-resident students assigned the EDISU accommodation service

			STEM female students	
ISEE ≤ € 11.813,00	€ 11.813,00 < ISEE ≤ € 15.749,00	€ 15.749,00 < ISEE ≤ € 23.626,00	ISEE ≤ € 15.749,00	€ 15.749,00 < ISEE ≤ € 23.626,00
4.232,00	3.308,00	2.076,00	4.540,00	3.061,00

PART-TIME STUDENTS (only for students enrolled in a Bachelor Degree)

Type of student	ISEE Parificato/Dottorati ≤ € 15.749,00	ISEE Parificato/Dottorati > € 15.749,00
Resident	€ 433,00	€ 292,00
Commuter	€ 554,00	€ 369,00
Non-resident	€ 1.007,00	€ 634,00

ECONOMIC REQUIREMENTS

Economic requirements are identified according to the incomes and assets of the student's family. In order to identify these requirements, international students whose families reside (partially or completely) abroad, first have to obtain some particular **consular documents**, then they have to go to a CAAF Office (Authorized Center for Fiscal Assistance) and ask for an "ISEE Parificato".

Consular documents

International students who do not have to submit consular documents⁵

The following kinds of students do not have to submit consular documents.

1. **International students whose families reside in Italy:** only the "ISEE Universitario" certificate is required, and they have to submit the application in the same way Italian students do⁶.
2. **Extra-EU students whose families reside in an Extra-EU country, and who apply as successive year or a last semester confirming their economic data.** Belong to this category of students the ones who enroll in a successive year or in their last semester in 2022/23 and that applied or obtained an Edisu benefit in 2021/2022 submitting a new "ISEE Parificato" or confirming the economic data submitted in 2020/2021 or 2019/2020; please beware that the confirmation of the economic data submitted in a.y. 2019/2020 is allowed only in case of enrollment in the last semester of the degree course. **Students can confirm their economic data only if the family-economic situation did not change compared to the year they submitted their documents for the first time.**
3. **International students with international/humanitarian protection.**

International students who have to submit consular documents⁷

International students whose families reside abroad and who cannot confirm their economic data, have to submit the consular documents specified in paragraph "Consular documents"; otherwise, they will be excluded from the competition. Students belonging to this category are:

1. first year students⁸;
2. successive year or last semester students who cannot confirm their economic data (see above);
3. Single Cycle Master Course students who confirmed in 2021/22 the economic data submitted in 2019/2020;
4. students who apply for the seventh semester of Bachelor's Degree and first year of Master's Degree;
5. EU students whose family reside abroad;
6. Students with Italian citizenship (including cases of multiple citizenship, one of which it Italian) whose family reside abroad.
7. Students who apply as independent (independently from the year of enrolment).

⁵ Art. 30 par. 1 Notice of Competition 22/23.

⁶ Art. 7 Notice of Competition 22/23.

⁷ Art. 30 par. 2 Notice of Competition 22/23.

⁸ Also the ones who applied for 2021/22 first year benefits but were excluded because of missing visa or uncomplete enrolment.

List of consular documents⁹

Consular documents consist of certificates or declaration, issued in original copy, stating:

1. **the student's family composition** (name, surname and date of birth of parents, brothers, sisters and other people residing in the same house of the student).

The information about the student's parents must be always provided: if one of the parents passed away, the documents must specify the decease date; otherwise, the student must enclose a death certificate, although not in original copy.

If the student's parents are separated or divorced, or in case of single parent, the student must enclose a certificate stating this condition.

If the student is married, the family is composed by the student, the spouse, the children and other possible members. The student's parents must be included if they live in the same family unit of the student or if neither the student nor his/her spouse is independent (see the point 5 below).

2. **the annual household incomes earned abroad during 2020.** The incomes of each member in the family unit (included the adult siblings whose data appear on the family composition certificate) must be taken into account.

If the certificates about 2020 are not available, documents relating to 2021 income are acceptable **only for extra-EU students;** EU students must submit 2020 related incomes.

Certificates considering periods belonging to two different years (e.g. from Mar. 2020 to Mar. 2021) are not accepted. For the countries whose fiscal calendar or solar calendar is different from the Italian one, it is possible to submit the incomes that cover the whole Italian solar calendar (e.g. from Mar. 2020 to Mar. 2021 + from Mar. 2021 to Mar. 2022, so that the whole 2021 is covered).

It is necessary to submit the gross income of a whole year or all the 12 months of the year. Monthly based income will be rejected. In order to calculate the ISEE value, EDISU or the CAAF will calculate 13 months of income (even if the student submitted 12 months or the yearly income).

If the student's parents or other adult members of the family do not work, the documents must specify their unemployment condition in the required year: for unemployed adult siblings, the certificate of enrollment to schools or universities is acceptable as unemployment certificate. In case the family unit receives any form of subsidy/economic help from the government or national institution, documents are required as well. Whenever there are any retired members in the student's family unit, the student must provide a certificate about the retirement, stating the retirement's amount for at least one month (in this case, the month one is acceptable).

Bank account movements, in which the payment of the salaries is specified, cannot be accepted as income related documents.

3. **the bank accounts/deposits and any other movable assets (bonds, shares etc.) possessed by each adult member included in the family unit (also student and siblings) on 31 December 2020.** This document is compulsory but it must be translated only (acceptable also in English or French), not legalized. Whenever there is an adult family member without a bank account, this info must be specified: only for this info, an affidavit or a notary certificate is acceptable, but it must be translated into Italian and legalized. If students do not provide this info referred to all the adult family members, they will be excluded.

4. **the immovable assets (real estate) possessed by all of the adult family members.** EU students must submit the immovable assets document referred to 31 Dec. 2020. This document is required even if none of the adult members of the family possesses any assets, or if it is not possessed anymore when the document is issued. Rental agreements do not substitute the lack of property documents. The property certificate must compulsorily specify the square meters of the property. Assets documents relating to lands are not required. Even if a family member owns one or more assets, the lack of properties of the other adult members (student included) must be provided.

5. **Students who want to apply as independent** (i.e. without submitting the economic documents related to their parents) must submit documents proving their own income from work in 2020 and 2021 and that they have been living on their own for 2 years at least. The income in 2020 and 2021 must be **9,000.00 €** per year at least.

⁹ Art. 30 par. 3 Notice of Competition 22/23.

These certificates must be:

1. issued by the competent authorities of the countries where the incomes are produced and the properties are located;
2. translated in Italian language by an official translator. The translation must be attached to the original document: **translation separated from its original is not acceptable.**
3. legalized by the Italian diplomatic mission of the students' home countries (Legalization Office at the Embassy or General Consulate). If the country is a member state of the Hague Convention of 5 October 1961, an apostille stamp on the document is considered a full legalization: in this case, apostille can be issue in French, in the language of the country or can be in multi-language version.

Students who arrive in Italy with the documentation in original language, not translated and legalized, or meet attested difficulties to issue or legalize the documents in their own Country, have to:

1. **stamp and translate the documents** at their Embassy or General Consulate in Italy. Otherwise, they can ask for a consular declaration, issued on the basis of the original documents, attesting the composition, incomes and assets of the student's family;
2. **legalize the documents** in a Prefecture.

Students can also get their documents translated in Italy, by an official translator, and get the legalization in an Italian Courthouse ("Tribunale") with the procedure called "Asseverazione".

For more info about the EU documents legalization and translation, find the section *services > scholarship* in the EDISU website.

Students can find a list of samples of previous year documents, divided by Country, in our website at [LINK](#)

Documents about the **family's composition and assets** must be compulsorily issued in 2022.

The translation and legalization procedures of all the documents listed above must be done in 2022. Translations and legalization with a date before Jan. 1st 2022 are not acceptable.

If students submit the documents in 2023 (7th semester + first year of Master application, see below) EDISU will accept documents issued, translated and legalized also in 2023 **but the income/properties must be referred to the years/dates specified above.**

Affidavit or self-certification based on student's original documents or students' declarations, cannot be accepted.

EU students: particular requirements for consular documents¹⁰

EU citizens must submit the above-mentioned documents paying attention to the following points:

- Self-made translation is not acceptable but an official translator must do it.
- Income documents can be referred **to 2020 only**
- Assets documents must refer to **31 December 2020**
- If the student was winner of the EDISU scholarship in a previous year, he/she must submit the details of the bank account on which he/she received the EDISU scholarship.

European students can refer to the FAQ in the section "ISEE/ECONOMIC REQUIREMENTS" > "EUROPEAN CONSULAR DOCUMENTS" for further information about the certificates and legalization procedures.

¹⁰ Art. 30 par. 7 Notice of Competition 22/23

Students with Italian citizenship: particular requirements for consular documents¹¹

Students with Italian citizenship (including the case of multiple citizenship, one of which is Italian) with family living abroad must submit the above-mentioned documents paying attention to the following points:

- Self-made translation is not acceptable but an official translator must do it.
- Income documents can be referred **to 2020 only**
- Assets documents must refer to **31 December 2020**
- If the student was winner of the EDISU scholarship in a previous year, he/she must submit the details of the bank account on which he/she received the EDISU scholarship.
- There is no legalization exemptions for the Italian citizens, therefore it is necessary to legalize all documents that require a legalization.

International students with a part of the family residing in an EU country and the other part residing in an Extra-EU country¹²

International students with a part of the family residing in an EU country (other than Italy) and the other part residing in an Extra-EU country must submit both the documents referred to the part of the family living in EU and the documents referred to the part of the family living outside EU.

Concerning the EU part, the documents must be as follow:

- Income documents must be referred **to 2020 only**
- Assets documents must refer to **31 December 2020**

If the student has multiple citizenships, he/she must apply for EDISU benefits with the same citizenship he/she chose for the enrollment in the university.

International students with a part of the family residing in Italy and the other part in a foreign country¹³

These students must submit:

- For the part of the family residing in the foreign country, the above-mentioned consular documents.
- For the part of the family residing in Italy, the "ISEE Ordinario" which includes the student and the family members living in Italy.

The "ISEE Parificato" will be issued by combining the ISEE Ordinario with the information provided by the consular documents.

Successive year extra-EU students who applied and got an EDISU benefit in 2021/22 cannot confirm the economic data but they need to submit a new ISEE Universitario and a new ISEE parificato.

However, concerning the consular documents, they can use and submit the copy of the ones they submitted to EDISU previously (if those documents can be confirmed as per p. 7, see above).

Students coming from particularly poor countries¹⁴

Students coming from particularly poor countries must submit a single certificate, issued by the Italian diplomatic mission in their home countries, attesting that the student does not belong to a family known for its high incomes and its high social level. Particularly poor countries are: **Afghanistan, Angola, Bangladesh, Benin, Bhutan, Burkina Faso, Burundi, Cambodia, Chad, Comoros, Congo (Democratic Republic of), Korea (Democratic Republic of), Eritrea, Ethiopia, Gambia, Djibouti, Guinea, Guinea Bissau, Equatorial Guinea, Haiti, Kiribati, Laos (People's Democratic Republic of), Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Central African Republic, Rwanda, Sao Tome and Principe, Senegal, Sierra Leone, Salomon (Islands), Somalia, Sudan, South Sudan, Syria, Tanzania, East Timor, Togo, Tuvalu, Uganda, Vanuatu, Yemen, Zambia, Zimbabwe.**

¹¹ Art. 6 par. 5.1 Notice of Competition 22/23

¹² Art. 30 par. 6 Notice of Competition 22/23.

¹³ Art. 30 par. 6 Notice of Competition 22/23.

¹⁴ Art. 30 par. 4 Notice of Competition 22/23.

Students with international protection and stateless students¹⁵

Students with international protection must submit a residence permit with justification "political refugee (political asylum)", "subsidiary protection", "extraordinary cases", "extraordinary protection" or, if the residence permit is not expired yet, "humanitarian grounds".

Students who do not have a residence permit yet can submit a document, issued by the Police Headquarters ("Questura") or the competent Territorial Commission, attesting the status of international protection.

If the request for the international protection is rejected, the student must submit a copy of the complaint against the rejection and a copy of the provisional residence permit issued by the Court: if the complaint is accepted, the students must submit a copy of the new residence permit specifying the international protection.

Stateless students must submit a residence permit attesting their status, or a certified copy of the sentence attesting the stateless condition.

The economic condition of students with international protection and stateless students will be evaluated exclusively on the Italian incomes and assets and they must submit an ISEE Universitario; please beware that in this case the whole application can be completed online (no need for submission of documents at the EDISU offices).

Further status will be taken into account during the assessment of the documentation.

¹⁵ Art. 30 par. 5 Notice of Competition 22/23.

"ISEE Parificato"

The documents listed above must be **submitted to a CAAF Office** (Authorized Center for Fiscal Assistance) **under agreement with EDISU for the release of an "ISEE Parificato"**. The list of the CAAF Offices under agreement with EDISU is available on EDISU website (www.edisu.piemonte.it) at section "Data" > "Informative directories". We suggest contacting a CAAF Office and **making an appointment as soon as possible**. If the CAAF issues two ISEE, the first concerning the student and the second concerning his/her family, students have to submit both to EDISU.

Students with the whole family residing in Italy, students with international protection and stateless students do not need ISEE parificato but they must issue "ISEE Universitario", which can be issued in every CAAF office in Italy.

Students can apply for EDISU scholarship and accommodation only if their "ISEE Parificato"/"ISEE Universitario" and ISPE values do not exceed the following thresholds¹⁶.

ISEE Parificato/Universitario ¹⁷	ISPE (ISP/SE)
≤ € 23.626,00	≤ € 51.362,00

The accuracy of the consular documents will be valuated by EDISU itself, not by CAAFs; EDISU can compare the data on the consular documents with the ISEE Parificato and, if the latter has any mistakes, will recalculate the ISEE value.

How to get an ISEE Parificato

Students can get the ISEE Parificato:

- **In person:** after making an appointment with the CAAF directly, students can go there the day of the appointment with their consular documents and the operators will issue the ISEE Parificato in the same day. EDISU invite the students to be there on time.
- **Sending someone on their behalf:** in this case, students must take an appointment with the CAAF first, then they have to fill the proxy form available on EDISU website (www.edisu.piemonte.it) at section "Data" > "Forms" > "Scholarship" > "Form proxy ISEE Parificato"; students will send the filled form, their ID and the ID of the person they choose to EDISU by ticketing. EDISU will authorize the CAAF to issue the ISEE to the person on student's behalf. The person must go to the CAAF the day of the appointment with the consular documents, a copy of the proxy letter, his/her own ID and a copy of the student's ID and the operators will issue the ISEE Parificato in the same day. EDISU invite the students' proxies to be there on time.

The CAAF will issue the ISEE Parificato based on the information they find in consular documents **for free**.

¹⁶ Art. 6 par. 1 Notice of Competition 22/23.

¹⁷ ISEE is calculated as the sum of incomes earned abroad plus 20% of assets owned abroad (DPCM 159/2013) and Criteri Regionali a.a 2020-21 Sez. V

MERIT REQUIREMENTS

FIRST YEARS¹⁸

First year students must meet the following access requirements.

1. **First years of bachelor degree and single cycle master degree:** high school diploma, regardless of the grade;
2. **First years of master's degree:** bachelor degree (achieved within specific time limits), regardless of the grade.

Furthermore, they have to enroll within the deadlines established by their universities and, in any case, within **30 November 2022**. Master degree's students who do not enroll within 30 November 2022 can be included in the definite ranking list of **28 April 2023** if they enroll within **14 April 2023**. However, the required documentation must be submitted by the deadlines you see below (see sections *application* and *deadlines*).

Students whose 2021/22 enrolment has been cancelled by their University because they did not complete the enrolment procedure for visa-related reasons, can apply for 2022/23 benefits as first year students.

Merit requirements are the following.

1. In order to receive the second instalment of scholarship, students must **achieve and register at least 20 credits within 10 August 2023** (see the section "Payments" for more details about possible prepayments and deadlines).
2. Students who do not achieve the merit requirements described above **can maintain the first instalment** of scholarship if they **achieve and register at least 20 credits within 30 November 2023**.
3. Otherwise, students must return the first installment of scholarship and an amount equal to the used accommodation service (€ 8,18 per day).

Career credit recognition from single courses, or previous academic careers¹⁹

Students who obtain

- a) an **academic career abbreviation**, because they applied for the recognition of credits or degrees achieved abroad,
 - b) a **recognition of credits from single courses**,
 - c) a **recognition of credits from a previous academic career, after a "withdrawal from studies/forfeiture"**
- are considered as first or successive year according to the number of credits recognized, according to the following indications:
1. Bachelor's degree courses:
 - a. **0 to 24 credits:** first year;
 - b. **25 to 79 credits:** second year;
 - c. **80 to 134 credits:** third year;
 - d. **135 or more credits:** seventh semester.
 2. Master degree courses:
 - a. **0 to 29 credits:** first year;
 - b. **30 to 79 credits:** second year;
 - c. **80 or more credits:** fifth semester.
 3. Single cycle master degree courses
 - a. **0 to 24 credits:** first year;
 - b. **25 to 79 credits:** second year;
 - c. **80 to 134 credits:** third year;

¹⁸ Art. 9 par. 1, 2 and 3 Notice of Competition 22/23.

¹⁹ Art. 9 paragraphs 1,2 and 3 Notice of Competition 22/23.

- d. **135 to 189 credits**: fourth year;
- e. **190 to 244 credits**: fifth year;
- f. **245 to 299 credits**: sixth year (or last semester, for 5 years courses);
- g. **300 or more credits**: last semester (for 6 years courses).

Attention: the above-mentioned numbers of credits depends on the possibility to obtain the required amount in the course. If it is not possible to reach those amounts in your course within an academic year, please refer to the table A2 in the 2022/23 notice of competition (available also in our website in the scholarship section and in the homepage).

EDISU will consider only the amount of credits in the university database. If there is any difference between the amounts declared by the student and the one in the university database, students must refer to university, not to EDISU.

Credits recognized for different reasons (career abbreviation, single courses, withdrawal from studies/forfeiture) are added for the definition of the year of enrolment.

Students who apply for the credits recognition before they apply for EDISU benefits must declare it through the dedicated procedure in section "University data" of the online application form.

If the academic career abbreviation is approved:

1. before the application's submission, students must declare it with the appropriate option available at section "University data" of the application;
2. after the application's submission, but within 18 November 2022, students must open a ticket as a registered user with the related procedure to inform EDISU within 18 November 2022,
3. after 18 November 2022, students must inform Edisu as soon as possible via ticketing, These students are considered as first year for the academic year 2022/2023, but they will be included in the right year from the next academic year 2023/2024 (academic year of enrolment backdated according to the number of credits recognized).

The abovementioned specification also applies to "early enrolment" starting from March 2022.

Students who applied for **career credit recognition from a foreign career** must achieve and register at least 20 credits in any case, within 10 August 2023 (in order to receive scholarship's second instalment) or within November the 30th 2023 (in order to maintain just the first instalment). Differently, the benefits granted need to be reimbursed to Edisu.

Among the useful credits, it is possible to count only the ones achieved in the Piedmontese University, not the ones achieved abroad and recognized by the University after the career credit recognition's approval.

Transfers from other Italian universities or from other courses²⁰

Students who make a transfer from another Italian university or from another course of the same university cannot apply as first year students but must apply as a successive year ones. In order to be eligible, the new university/course must recognize the amount of credits required, according to the first year of enrollment.

For example, if a student enrolls in a Bachelor's degree in 2021/22 and then he/she decides to make a transfer, In the academic year 2022/23 he/she must apply for Edisu benefits as a second-year student; in order to be eligible, he/she must meet the merit requirements as well, i.e. he/she must achieve the minimum amount of credits required within 10 August 2022 and the minimum amount of credits required must be recognized by the new degree course after the transfer (see below, the *successive year* section).

²⁰ Art. 14 par. 4 Notice of competition 22/23

Double enrolment: 20% scholarship increase

Starting from the A.Y. 2022/23 it is possible to enroll in two courses at the same time. In that case, students can get a 20% more on their scholarship amount (see the sections *scholarship* for the amount details). If you are enrolled in two courses, you have to declare it during the online application, at the section "university data" or you can add the info later, by filling a complaint by within the deadline.

Basically, students can apply for the EDISU scholarship for the **main** course (which must be in Piemonte) and for the 20% increase for the **second** course (which can be both in Piemonte or in another Region): if the courses are both in Piemonte, you can choose which one can be the main one for the scholarship purpose.

The 20% increase will be paid with the second instalment of the scholarship and it can be maintained only if:

- the student meets the merit requirements **for the scholarship** (i.e 20 credits within 10 Aug. 2023 in the main course) and
- the student meets the merit requirements for the increase, which are 20 credits within 10 Aug. 2023 in the second course

If the student meets the merit requirements for the main course but not for the second one, he/she will maintain the scholarship without the 20% increase.

If the student meets the merit requirements only in the second course (not in the main one), he/she will lose both the scholarship and the increase.

See the section *payments* for more details.

If you are in a successive year of the second course, you cannot use the bonus to meet the merit requirements for the 20% increase (see below)

SUCCESSIVE YEARS²¹

Successive year students, including further semesters, must have achieved and registered the credits specified in the following tables within 10 August 2022.

The confirmation for merit application allows students who meet the related requirements to confirm the benefits by being set in a priority ranking list.

To confirm the benefits, students must have been winners of Edisu Scholarship in the a. y. 2021/2022.

Both students who were assigned an accommodation in 2021/22, the ones who applied for delayed check-in in 2021/22 and the ones still set in the 2021/22 scrolling ranking list, not assigned at 30 June 2022, who got the commuter scholarship amount because they did not submit the declaration of house rental, can submit the accommodation application as benefit confirmation for merit.

BACHELOR'S DEGREE, FULL-TIME

Year of first enrolment	Required credits within 10 August 2022 according to the type of application	
	STANDARD APPLICATION	BENEFITS CONFIRMATION FOR MERIT
2021/22	***	35
2020/21		90
2019/20 (extra semester)		150

BACHELOR'S DEGREE, PART-TIME

Year of first enrolment	Required credits within 10 August 2022	
	STANDARD APPLICATION	
2021/22	16	
2020/21	52	

²¹ Art 14 paragraphs 1,2,3,4 and 6 Notice of Competition 22/23.

5 YEARS SYNGLE CYCLE MASTER DEGREE, FULL-TIME

Year of first enrolment	Required credits within 10 August 2022 according to the type of application	
	STANDARD APPLICATION	BENEFITS CONFIRMATION FOR MERIT
2021/22	***	35
2020/21		90
2019/20		150
2018/19		210
2017/18 (extra semester)		270

6 YEARS SYNGLE CYCLE'S MASTER DEGREE, FULL-TIME

Year of first enrolment	Required credits within 10 August 2022 according to the type of application	
	STANDARD APPLICATION	BENEFITS CONFIRMATION FOR MERIT
2021/22	***	35
2020/21		90
2019/20		150
2018/19		210
2017/18		270
2016/17 (extra semester)		330

MASTER'S DEGREE, FULL-TIME

Year of first enrolment	Required credits within 10 August 2022 according to the type of application	
	STANDARD APPLICATION	BENEFITS CONFIRMATION FOR MERIT
2021/22	***	40
2020/21 (extra semester)		90

******* Attention: the standard application merit requirements differ according to the course you are enroll in. You can find the table with the details in our notice of competition (table A2) or in our website in the section Scholarship and in the homepage

Students cannot consider the following credits for the purpose of the benefits' application:

1. Credits from unfulfilled academic requirements.
2. Credits from exams passed but not registered.
3. Credits from single courses passed but not recognized.
4. Credits from exams exceeding the study plan ("sovrannumerari").
5. Credits from the 24 cfu teacher habilitation course

Differently from first year students, successive year students do not need to meet any merit requirement during the 2022/23 academic year in order to maintain 2022/23 scholarship but they cannot withdraw their enrollment during the a. y 2022/23.

Bonus²²

Bonus credits are credits automatically gathered by students during their University career and they can be used to achieve the merit required to apply for Edisu benefits.

²² Art. 14 par. 3 Notice of competition 22/23

Students enrolled in a successive year of a master's degree course, who achieved the bachelor's degree in a foreign university, can also use bonus credits also if they enrolled in 2020/21 or 2021/22.

Bonus credits are gathered starting from the first year of enrolment in a bachelor's degree or in a single cycle master's degree in Italy as specified below:

Full-time students:

- 5 bonus credits: to apply for the second year;
- 12 bonus credits: to apply for the third year;
- 15 bonus credits: to apply for years following the third.

Part – time students:

- 3 bonus credits: to apply for the second year;
- 6 bonus credits: to apply for the third year.

When a student uses a certain amount of bonus, he/she can no longer use it in the following years.

If students use some of their bonus credits, they cannot gather more bonus credits during the rest of the University career.

If students have bonus credits left, they can use them in the following years (also during the master's degree).

For instance, to apply for the 3rd year benefits, a student uses 10 bonus credits (out of 12 available). He/she will no longer be able to use again the 10 bonus credits in the following years but he/she will have 2 bonus credits left.

Master's degree students who got their Bachelor's abroad, have 15 bonus credits. Every time they use them, they are reduced as described above. There is no possibility to gather more bonus credits during the Master's degree career.

The bonus cannot be used to reach the merit requirements for the second course in case of double enrolment.

Career credit recognition from single courses, or previous academic careers²³

Students who obtain

- a) A **career credit recognition**, because they applied for the recognition of credits or degrees achieved abroad,
 - b) a **recognition of credits of single courses**,
 - c) a **recognition of credits for forfeited or withdrawn students**
- are considered as first or successive year according to the number of credits recognized by their universities.

1. Bachelor degree courses:
 - a. **0 to 24 credits**: any modification;
 - b. **25 to 79 credits**: backdated of one year;
 - c. **80 to 134 credits**: backdated of two years;
 - d. **135 or more credits**: backdated of three years.
2. Master degree courses:
 - a. **0 to 29 credits**: any modification;
 - b. **30 to 79 credits**: backdated of one year;
 - c. **80 ore more credits**: backdated of two years.
3. Single cycle master degree courses
 - a. **0 to 24 credits**: any modification;
 - b. **25 to 79 credits**: backdated of one year;

²³ Art. 14 par. 5 Notice of Competition 22/23

- c. **80 to 134 credits**: backdated of two years;
- d. **135 to 189 credits**: backdated of three years;
- e. **190 to 244 credits**: backdated of four years;
- f. **245 to 299 credits**: backdated of five years;
- g. **300 or more credits**: backdated of six years.

Attention: the above-mentioned numbers of credits depends on the possibility to obtain the required amount in the course. If it is not possible to reach those amounts in your course within an academic year, please refer to the table A2 in the 2022/23 notice of competition (available also in our website in the section Scholarship and in the homepage).

EDISU will consider only the amount of credits in the university database. If there is any difference between the amounts declared by the student and the one in the university database, students must refer to university, not to EDISU.

Credits recognized for different reasons (career abbreviation, single courses, withdrawal from studies/forfeiture) are added for the definition of the year of enrolment.

Students who apply for the credits recognition before they apply for EDISU benefits must declare it through the dedicated procedure in section "University data" of the online application form.

If the academic career abbreviation is approved:

1. before the application's submission, students must declare it with the appropriate option available at section "University data" of the application;
2. after the application's submission, but within 18 November 2022, students must open a ticket with the related procedure to inform within 18 November 2022,
3. after 18 November 2022, students must inform Edisu as soon as possible via ticketing, These students are considered as first year for the academic year 2022/23, but they will be included in the right year from the next academic year 2023/24 (academic year of enrolment backdated according to the number of credits recognized).

The abovementioned specification also applies to "early enrolment" starting from March 2022.

If the student did not pass any exam in Italy, the score will be calculated with the ECTS weighted average, level C, provided for the attended course, by the university.

Students who apply for the academic career recognition must meet in any case the merit requirements for first year students, regardless of the number of recognized credits (achievement and registration of 20 credits within 10 August 2023): otherwise, they will lose their benefits. Recognized credits cannot be counted for the fulfillment of the merit requirements for the first year.

Students who enroll in a Piemonte's university in 2022/23 and applied for **career credit recognition from a foreign career** must achieve and register at least 20 credits in any case, within 10 August 2023 (in order to receive scholarship's second instalment) or within 30 November 2023 (in order to maintain just the first instalment). Differently, the benefits granted need to be reimbursed to Edisu.

Among the useful credits, it is possible to count only the ones achieved in the Piemonte's University, not the ones achieved abroad and recognized by the University after the career credit recognition's approval.

Transfers from other Italian universities or from other courses²⁴

Students who make a transfer from another Italian university or from another course of the same university cannot apply as first year students but must apply as a successive year ones. In order to be eligible, the new university/course must recognized the amount of credits required, according to the first year of enrollment.

²⁴ Art. 14 par. 4 Notice of competition 22/23

For example, if a student enrolls in a Bachelor's degree in 2021/22 and then he/she decides to make a transfer, In the academic year 2022/23 he/she must apply for Edisu benefits as a second-year student; in order to be eligible, he/she must meet the merit requirements as well, i.e. he/she must achieve the minimum amount of credits required within 10 August 2022 and the minimum amount of credits required must be recognized by the new degree course after the transfer.

Students must declare that they have the credits recognized (or they are waiting for the recognition) by application or by complaint (if they know that after the 18 Nov. 2022, scholarship complaints deadline, they must open a ticket).

The credit recognition must be completed by **30 Nov. 2022**; students who get the credits recognition later will be suspended in the definitive ranking list of 15 Dec. 2022 and can be set in the definitive ranking list on 28 Apr. 2023 if they **get the credit recognition within 14 Apr. 2023**. Being winner in that ranking list depends on the availability of funds.

Double enrolment: 20% scholarship increase

Starting from the A.Y. 2022/23 it is possible to enroll in two courses at the same time. In that case, students can get a 20% more on their scholarship amount (see the sections *scholarship* for the amount details).

If you are enrolled in two courses, you have to declare it during the online application, at the section "university data" or you can add the info later, by filling a complaint by within the deadline.

Basically, students can apply for the EDISU scholarship for the **main** course (which must be in Piemonte) and for the 20% increase for the **second** course (in Piemonte or another Region); if the courses are both in Piemonte, you can choose which one can be the main one for the scholarship purpose.

If you are in a successive year of the **second** course, you cannot use the bonus to meet the merit requirements for the 20% increase.

See the section *payments* for the details about the increase payment.

APPLICATION

International students whose families reside in Italy must apply following the same procedures required to Italian students²⁵.

Otherwise, International students whose families reside abroad must apply with the following instructions, according to the year of enrollment and the citizenship; if the student has multiple citizenships, he/she must apply for EDISU benefits with the same citizenship he/she chose for the enrollment in the university.

First year students

EU students and students with the Italian citizenship enrolled in first years²⁶

EU students (also student with the Italian citizenship) whose families reside abroad, who enroll in a first year must submit their application strictly following these steps: otherwise, they will be excluded from the competition.

1. Step 1: Application online

Students must submit their application online first with the following procedures:

a. Students without the SPID code

These students must:

1. **register to EDISU Online Services with a Temporary Login Code 2022/23²⁷: if the student does not have the Italian tax code yet, he/she calculate it autonomously using one of the calculators available online.**
This will be a temporary tax code **valid for the EDISU application only**.
2. fill out the application form;
3. print the application form;
4. sign the application form;
5. attach the following documents in PDF:
 - a) Application form, signed by the student;
 - b) Front/back copy of a valid ID document, in black and white, scanned on a single sheet;
 - c) **Underage students** must submit also a copy of the authorization form with the signature of one of his/her parents. Students can download the form from the website www.edisu.piemonte.it at the section Data> Forms> Scholarship> Form_minorenne. It is possible to attach it together with the ID ot to send it by ticket, after the application submission.

b. Students who already have the SPID code²⁸

These students must:

1. access to EDISU Online Services and fill out the application form;
 2. transmit the application online.
- **Deadline for scholarship and accommodation application: 2 September 2022 at noon (Italian time)**
 - **Deadline for scholarship only application: 30 September 2022 at noon (Italian time)**

2. Step 2: Submission of the documents by the online upload procedure

²⁵ Art. 7 Notice of Competition 22/23.

²⁶ Art. 31 par. 2 Notice of Competition 22/23.

²⁷ For information about Temporary Login Code 2022/23, find the "online services" section of our website.

²⁸ We remind that all the students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information, find the "online services" section of our website.

Students must submit the documents listed below by the online procedure he/she finds inside the application and within the deadlines specified above (2 Sep. 2022 at noon for scholarship and accommodation application; 30 Sep. 2022 at noon for scholarship only application). The documents are:

- a. **the consular documents about the family composition, incomes and assets.** It is mandatory to attach both the original language version and the translation into Italian;
- b. the "ISEE Parificato" attestation, calculated by a CAAF Office under agreement with EDISU on the basis of the documents about the family composition, incomes and assets. If the CAAF issues two ISEE, the first concerning the student and the second concerning his/her family, they have both to be submitted at EDISU Office. If the CAAF is not able to issue the ISEE within the application deadline, students can submit the receipt of its request. The ISEE must be submitted later with a complaint (the complaint deadlines are available below, at chapter "Ranking list");
- c. The official tax code (issued by the Italian embassy in their country or by the *Agenzia delle entrate*).

Students can attach up to 5 files: the files must be in .PDF format, readable and each file must contain the whole documentation of a specific type required (e.g. one file with all the pages of ISEE Parificato, another file with all the pages of the family composition documents in original language and in Italian, another with the all income of the family members and so on...).

If the student cannot meet the above-mentioned deadlines, he/she will be excluded from the provisional ranking list. He/she can be set in the definitive ranking list if he/she submit the required and correct documents within 15 Sep. 2022 (for scholarship and accommodation application) or within 18 Nov. 2022 (for scholarship only application). In this case, documents must be sent by the complaint procedure.

Extra-EU students enrolled in first years coming in Italy for the first time for the 2022/23 enrollment²⁹

Extra-EU students whose families reside abroad, who enroll in a first year and who come in Italy for the first time must submit their application strictly following these steps: otherwise, they will be excluded from the competition.

1. Step 1: Application online

Students must submit their application online first with the following procedures:

- a. **Students who already have the SPID code³⁰**
These students must:
 1. access to EDISU Online Services and fill out the application form;
 2. transmit the application online.
- b. **Students without the SPID code**
These students must:
 1. **register to EDISU Online Services with a Temporary Login Code 2022/23³¹; if the student does not have the Italian tax code yet, he/she calculate it autonomously using one of the calculators available online.** This will be a temporary tax code **valid for the EDISU application only.**
 2. fill out the application form;
 3. print the application form;
 4. sign the application form;
 5. attach the following documents in PDF:
 - a) Application form, signed by the student;

²⁹ Art. 31 par. 1.1 Notice of Competition 22/23.

³⁰ We remind that all the students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information, find the "online services" section of our website.

³¹ For information about Temporary Login Code 2022/23, find the "online services" section of our website.

- b) Copy of the passport main page and signature page, in black and white, scanned on a single sheet;

6. Transmit the application and the documents exclusively online within the deadline at noon.

Attachments different from .PDF format are not accepted (e.g. JPG,BTM) even in case the extension of the file has been converted (e.g. from .DOC into .PDF) and even if the transmission results successful.

In case the student is going to attach a file which is not in .PDF format, the file will result as damaged, hence unreadable. Therefore, the application is not acceptable.

The document needs to be entirely scanned, signature and each other part must be readable. Unreadable images must not be uploaded (e.g. thumbnails or distorted images).

The identity document must be the passport, main and signature pages. All files need to be correctly saved as .PDF and their dimension must not exceed 1 MB.

- **Deadline for scholarship and accommodation application: 2 September 2022 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2022 at noon (Italian time)**

2. Step 2: Submission of the documents in person in a sealed envelope or by post mail.

Students must submit to EDISU, **after the online application submission** (step 1) and within the deadlines specified above (2 Sep. 2022 for scholarship and accommodation application; 30 Sep. 2022 for scholarship only application), the following documents:

- a. **consular documents about the family composition, incomes and assets. It is mandatory to attach both the original language version and the original translation into Italian. Photocopies are not acceptable;**
- b. **"ISEE Parificato",** calculated by a CAAF Office under agreement with EDISU on the basis of the documents about the family composition, incomes and assets. If the CAAF is not able to issue the ISEE within the application deadline, students can submit the receipt of its request. The ISEE must be submitted later with a complaint (the complaint deadlines are available below, at chapter "Ranking list");
- c. **copy of the passport;**
- d. **copy of the Study Visa (D type visa) for the 2022/23 enrolment (if necessary);**
- e. **official tax code (issued by the Italian embassy in their country or *Agenzia delle entrate*);**
- f. **Underage students** must submit also a copy of the authorization form with the signature of one of his/her parents. Students can download the form from the website www.edisu.piemonte.it at the section Data> Forms> Scholarship> Form_minorenne.

The documents can be submitted:

- a. By the student itself to EDISU offices **in a sealed envelope**;
- b. By a trusted person to EDISU offices **in a sealed envelope**. He/she must have a proxy letter signed by the student itself and the student's ID copy;
- c. By post mail (courier or, for Italian posts only, *raccomandata con ricevuta di ritorno*) writing on the folder SURNAME and NAME of the student (in this order) and "*D.C. a.a. 2022/2023*", addressed to the following address:

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

The documents should be sent within the application deadlines. If the student is excluded by the provisional ranking list because EDISU did not received the documents within the provisional ranking list elaboration, he/she can be set in the definitive ranking list if EDISU receives the documents (**complete and correct**) within the complaint deadlines (find the chapter "CONSULAR DOCUMENTS ASSESSMENT AND INTEGRATION").

Attention: EDISU, in any case, must receive the correct documents within the complaints deadline in order to set students in definitive ranking list: therefore, students are invited to send the documentation well in advance, avoiding sending it at the very last moment.

Visa delay

Students who apply for the accommodation and need a study visa for the 2022/23 enrolment who miss the 15 Sep. 2022 deadline but submit all the required documents within 18 Nov. 2022 and enroll in the university

within 30 Nov. 2022 will be excluded in the accommodation definitive ranking list on 21 Sep. 2022 but will be set in the definitive accommodation scrolling ranking list on 15 Dec. 2022.

Students are invited to submit the required documents all together in one time, in order to avoid confusion during the completion of the application.

Extra-EU students enrolled in first years already living in Italy³²

Extra-EU students whose families reside abroad, who enroll in a first year and who already live in Italy must submit their application strictly following these steps: otherwise, they will be excluded from the competition.

1. Step 1: Application online

Students must submit their application online first with the following procedures:

a. Students with the SPID code³³

These students must:

1. access to EDISU Online Services and fill out the application form;
2. transmit the application online.

b. Students without the SPID code

These students must:

1. register to EDISU Online Services with a **Temporary Login Code 2022/23**³⁴;
2. fill out the application form;
3. print the application form;
4. sign the application form;
5. attach the following documents in PDF:
 - a) Application form, signed by the student;
 - b) Front/back copy of a valid ID document, in black and white, scanned on a single sheet;
6. Transmit the application and the documents exclusively online within the deadline at noon.

Attachments different from PDF format are not accepted (e.g. JPG,BTM) even in case the extension of the file has been converted (e.g. from .DOC into .PDF) and even if the transmission results successful.

In case the student is going to attach a file which is not in .PDF format, the file will result as damaged, hence unreadable. Therefore, the application is not acceptable.

The document needs to be entirely scanned, signature and each other part must be readable. Unreadable images must not be uploaded (e.g. thumbnails or distorted images).

All files need to be correctly saved as .PDF and their dimension must not exceed 1 MB.

- **Deadline for scholarship and accommodation application: 2 September 2022 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2022 at noon (Italian time)**

2. Step 2: Submission of the documents in person in a sealed envelope or by post mail.

Students must submit to EDISU, **after the online application submission** (step 1) and within the deadlines specified above (2 Sep. 2022 for scholarship and accommodation application; 30 Sep. 2022 for scholarship only application), the following documents:

- a. **consular documents about the family composition, incomes and assets.** It is mandatory to attach both the original language version and the original translation into Italian. Photocopies are not acceptable;
- b. **"ISEE Parificato"**, calculated by a CAAF Office under agreement with EDISU on the basis of the documents about the family composition, incomes and assets. If the CAAF is not able to issue the ISEE within the application deadline, students can submit the receipt of its request. The ISEE must be submitted later with a complaint (the complaint deadlines are available below, at chapter "Ranking list");

³² Art. 31 par. 1.2 Notice of Competition 22/23.

³³ We remind that all the students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information, find the "online services" section of our website.

³⁴ For information about Temporary Login Code 2022/23, find the "online services" section of our website.

- c. **copy of the passport** or other ID documents. The Smart Card is not an ID document
- d. **copy of the residence permit**, or copy of the residence permit application receipt or the residence permit renewal receipt.
- e. **Underage students** must submit also a copy of the authorization form with the signature of one of his/her parents. Students can download the form from the website www.edisu.piemonte.it at the section Data> Forms> Scholarship> Form_minorenne.

The documents can be submitted:

a. By post mail (courier or, for Italian posts only, *raccomandata con ricevuta di ritorno*) writing on the folder SURNAME and NAME of the student (in this order) and “D.C. a.a. 2022/2023”, addressed to the following address:

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

The documents should be sent within the application deadlines. If the student is excluded by the provisional ranking list because EDISU did not received the documents within the provisional ranking list elaboration, he/she can be set in the definitive ranking list if EDISU receives the documents (complete and correct) within the complaint deadlines (find the chapter “CONSULAR DOCUMENTS ASSESSMENT AND INTEGRATION”). Attention: EDISU, in any case, must receive the correct documents within the complaints deadline in order to set students in definitive ranking list: therefore, students are invited to send the documentation well in advance, avoiding sending it at the very last moment.

b. By the student itself to EDISU offices **in a sealed envelope**;

c. By a trusted person to EDISU offices **in a sealed envelope**. He/she must have a proxy letter signed by the student itself and the student’s ID copy.

Successive year students

EU students and students with the Italian citizenship enrolled in successive years³⁵

EU students (**also student with the Italian citizenship**) whose families reside abroad, who enroll in a **successive year** must submit their application strictly following these steps: otherwise, they will be excluded from the competition.

1. Step 1: Application online

Students must submit their application online first with the following procedures:

a. Students with the SPID code³⁶

These students must:

1. access to EDISU Online Services and fill out the application form;
2. transmit the application online.

b. Students without the SPID code

These students must:

1. register to EDISU Online Services with a **Temporary Login Code 2022/23**³⁷;
2. fill out the application form;
3. print the application form;
4. sign the application form;
5. attach the following documents in PDF:
 - a) Application form, signed by the student;
 - b) Front/back copy of a valid ID document, in black and white, scanned on a single sheet;
6. Transmit the application and the documents exclusively online within the deadline at noon.

³⁵ Art. 31 par. 2 Notice of Competition 22/23.

³⁶ We remind that all the students with “residenza anagrafica” in Italy must get a SPID; if students do not have “residenza anagrafica” in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information, find the “online services” section of our website.

³⁷ For information about Temporary Login Code 2022/23, find the “online services” section of our website.

Attachments different from .PDF format are not accepted (e.g. JPG,BTM) even in case the extension of the file has been converted (e.g. from .DOC into .PDF) and even if the transmission results successful.

In case the student is going to attach a file which is not in .PDF format, the file will result as damaged, hence unreadable. Therefore, the application is not acceptable.

The document needs to be entirely scanned, signature and each other part must be readable. Unreadable images must not be uploaded (e.g. thumbnails or distorted images).

The identity document must be scanned in its front-back. All files need to be correctly saved as .PDF and their dimension must not exceed 1 MB.

- **Deadline for scholarship and accommodation application: 2 September 2022 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2022 at noon (Italian time)**

2. Step 2: Submission of the documents by the online upload procedure

Students must submit the documents listed below by the online procedure he/she finds inside the application and within the deadlines specified above (2 Sep. 2022 at noon for scholarship and accommodation application; 30 Sep. 2022 at noon for scholarship only application). The documents are:

- a. **the consular documents about the family composition, incomes and assets.** It is mandatory to attach both the original language version and the translation into Italian;
- b. the "ISEE Parificato" attestation, calculated by a CAAF Office under agreement with EDISU on the basis of the documents about the family composition, incomes and assets.
If the CAAF issues two ISEE, the first concerning the student and the second concerning his/her family, they have both to be submitted at EDISU Office.
If the CAAF is not able to issue the ISEE within the application deadline, students can submit the receipt of its request. The ISEE must be submitted later with a complaint (the complaint deadlines are available below, at chapter "Ranking list");

Students can attach up to 5 files: the files must be in .PDF format, readable and each file must contain the whole documentation of a specific type required (e.g. one file with all the pages of ISEE Parificato, another file with all the pages of the family composition documents in original language and in Italian, another with the all income of the family members and so on...)

If the student cannot meet the above mentioned deadlines, he/she will be excluded from the provisional ranking list. He/she can be set in the definitive ranking list if he/she submit the required and correct documents by the complaint procedure within 15 Sep. 2022 (for scholarship and accommodation application) or within 18 Nov. 2022 (for scholarship only application).

Extra-EU students enrolled in successive years who cannot confirm the economic data³⁸

Extra-EU students whose families reside abroad, who enroll in a successive year and cannot confirm their economic data (see above, *economic requirements* section) must submit their application strictly following these steps: otherwise, they will be excluded from the competition.

1. Step 1: Application online

Students must submit their application online first with the following procedures:

a. Students with the SPID code³⁹

These students must:

1. access to EDISU Online Services and fill out the application form;

³⁸ Art. 31 par. 1.3 Notice of Competition 22/23.

³⁹ We remind that all the students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information, find the "online services" section of our website.

2. transmit the application online.

b. Students without the SPID code

These students must:

1. register to EDISU Online Services with a Temporary Login Code 2022/23⁴⁰;
2. fill out the application form;
3. print the application form;
4. sign the application form;
5. attach the following documents in PDF:
 - a) Application form, signed by the student;
 - b) Front/back copy of a valid ID document, in black and white, scanned on a single sheet;
6. Transmit the application and the documents exclusively online within the deadline at noon.

Attachments different from PDF format are not accepted (e.g. JPG,BTM) even in case the extension of the file has been converted (e.g. from .DOC into .PDF) and even if the transmission results successful.

In case the student is going to attach a file which is not in .PDF format, the file will result as damaged, hence unreadable. Therefore, the application is not acceptable.

The document needs to be entirely scanned, signature and each other part must be readable. Unreadable images must not be uploaded (e.g. thumbnails or distorted images).

The identity document must be scanned in its front-back. All files need to be correctly saved as .PDF and their dimension must not exceed 1 MB.

- **Deadline for scholarship and accommodation application: 2 September 2022 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2022 at noon (Italian time)**

2. Step 2: Submission of the documents by post mail or in person in a sealed envelope.

Students must submit to EDISU, **after the online application submission** (step 1) and within the deadlines specified above (2 Sep. 2022 for scholarship and accommodation application; 30 Sep. 2022 for scholarship only application) the following documents:

- a. **consular documents about the family composition, incomes and assets.** It is mandatory to attach both the original language version and the original translation into Italian. Photocopies are not acceptable;
- b. **"ISEE Parificato"**, calculated by a CAAF Office under agreement with EDISU on the basis of the documents about the family composition, incomes and assets. If the CAAF is not able to issue the ISEE within the application deadline, students can submit the receipt of its request. The ISEE must be submitted later with a complaint (the complaint deadlines are available below, at paragraph "Classification list");
- c. **copy of the passport** or other ID documents. The Smart Card is not an ID document
- d. **copy of the residence permit**, or copy of the residence permit application receipt or the residence permit renewal receipt.

The documents can be submitted:

- a. By post mail (courier or, for Italian posts only, *raccomandata con ricevuta di ritorno*) writing on the folder SURNAME and NAME of the student (in this order) and "D.C. a.a. 2022/2023", addressed to the following address:

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

The documents should be sent within the application deadlines. If the student is excluded by the provisional ranking list because EDISU did not received the documents within the provisional ranking list elaboration, he/she can be set in the definitive ranking list if EDISU receives the documents (complete and correct) within the complaint deadlines (find the chapter "CONSULAR DOCUMENTS ASSESSMENT AND INTEGRATION").

Attention: EDISU, in any case, must receive the correct documents within the complaints deadline in order to set students in definitive ranking list: therefore, students are invited to send the documentation well in advance, avoiding sending it at the very last moment.

⁴⁰ For information about Temporary Login Code 2022/23, find the "online services" section of our website.

- b. By the student itself to EDISU offices **in a sealed envelope**;
- c. By a trusted person to EDISU offices **in a sealed envelope**. He/she must have a proxy letter signed by the student itself and the student's ID copy.

Extra-EU students enrolled in successive year who can confirm their economic data⁴¹

Extra-EU students whose families reside abroad, who enroll in a successive year and who can confirm their economic data (see above the "economic requirements" section) must submit their application strictly following these steps: otherwise, they will be excluded from the competition.

a) Students with the SPID code⁴²

These students must:

1. access to EDISU Online Services and fill out the application form;
2. transmit the application online.

b) Students without the SPID code

These students must:

1. register to EDISU Online Services with a **Temporary Login Code 2022/23**⁴³;
2. fill out the application form;
3. print the application form;
4. sign the application form;
5. attach the following documents in PDF:
 - a) Application form, signed by the student;
 - b) Front/back copy of a valid ID document, in black and white, scanned on a single sheet;
6. Transmit the application and the documents exclusively online within the deadline at noon.

Attachments different from PDF format are not accepted (e.g. JPG,BTM) even in case the extension of the file has been converted (e.g. from .DOC into .PDF) and even if the transmission results successful.

In case the student is going to attach a file which is not in .PDF format, the file will result as damaged, hence unreadable. Therefore, the application is not acceptable.

The document needs to be entirely scanned, signature and each other part must be readable. Unreadable images must not be uploaded (e.g. thumbnails or distorted images).

The identity document must be scanned in its front-back. All files need to be correctly saved as .PDF and their dimension must not exceed 1 MB.

- **Deadline for scholarship and accommodation application: 2 September 2022 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2022 at noon (Italian time)**

International students (EU and Extra-EU) applying for seventh semester of bachelor degree and first year of master degree⁴⁴

International students whose families reside abroad and who:

- enrolled in a bachelor degree course in 2019/20 and, at the moment of the submission of the application, are enrolled in a university of Piedmont,
- graduate between 1 September 2022 and 31 March 2023 (or in April if it is included in the March session)

⁴¹ Art. 31 par. 1.3 Notice of Competition 22/23

⁴² We remind that all the students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information, find the "online services" section of our website.

⁴³ For information about Temporary Login Code 2022/23, find the "online services" section of our website.

⁴⁴ Art. 31 par. 1.4 and 2 Notice of Competition 22/23.

- enroll in a master degree course in a university of Piedmont in 2022/23, within 14 April 2023

must apply for the seventh semester of bachelor degree and the first year of master degree.

These students can confirm their economic data, if possible, only for the seventh semester of bachelor degree, so if they want to apply also for the first year of master degree they must submit their application strictly following the steps listed below: otherwise, they will be excluded from the competition.

1. Step 1: Application online

Students must submit their application online first with the following procedures:

a. Students with the SPID code⁴⁵

These students must:

1. access to EDISU Online Services and fill out the application form;
2. transmit the application online.

b. Students without the SPID code

These students must:

1. register to EDISU Online Services with a **Temporary Login Code 2022/23**⁴⁶;
2. fill out the application form;
3. print the application form;
4. sign the application form;
5. attach the following documents in PDF:
 - a) Application form, signed by the student;
 - b) Front/back copy of a valid ID document, in black and white, scanned on a single sheet;
6. Transmit the application and the documents exclusively online within the deadline at noon.

Attachments different from PDF format are not accepted (e.g. JPG,BTM) even in case the extension of the file has been converted (e.g. from .DOC into .PDF) and even if the transmission results successful.

In case the student is going to attach a file which is not in .PDF format, the file will result as damaged, hence unreadable. Therefore, the application is not acceptable.

The document needs to be entirely scanned, signature and each other part must be readable. Unreadable images must not be uploaded (e.g. thumbnails or distorted images).

The identity document must be scanned in its front-back. All files need to be correctly saved as .PDF and their dimension must not exceed 1 MB.

- **Deadline for scholarship and accommodation application: 2 September 2022 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2022 at noon (Italian time)**

2. Step 2: Submission of the documents to EDISU

Students must submit to EDISU, **after the online application submission** (step 1) and within the deadlines specified below, the following documents:

- a. **consular documents about the family composition, incomes and assets.** It is mandatory to attach both the original language version and the original translation into Italian. Photocopies are not acceptable;
- b. **"ISEE Parificato"**, calculated by a CAAF Office under agreement with EDISU on the basis of the documents about the family composition, incomes and assets. If the CAAF is not able to issue the ISEE within the application deadline, students can submit the receipt of its request. The ISEE must be submitted later with a complaint (the complaint deadlines are available below, at paragraph "Classification list");
- c. **copy of the passport** or other ID documents. The Smart Card is not an ID document
- d. **copy of the residence permit (extra-EU students)**, or copy of the residence permit application receipt or the residence permit renewal receipt.

⁴⁵ We remind that all the students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information, find the "online services" section of our website.

⁴⁶ For information about Temporary Login Code 2022/23, find the "online services" section of our website.

The documents must be submitted according to the citizenship of the student:

- **Extra-EU:**

a. By post mail (courier or, for Italian posts only, *raccomandata con ricevuta di ritorno*) writing on the folder SURNAME and NAME of the student (in this order) and "D.C. a.a. 2022/2023", addressed to the following address:

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

The documents should be sent within the application deadlines. If the student is excluded by the provisional ranking list because EDISU did not received the documents within the provisional ranking list elaboration, he/she can be set in the definitive ranking list if EDISU receives the documents (complete and correct) within the complaint deadlines (find the chapter "CONSULAR DOCUMENTS ASSESSMENT AND INTEGRATION").

Attention: EDISU, in any case, must receive the correct documents within the complaints deadline in order to set students in definitive ranking list: therefore, students are invited to send the documentation well in advance, avoiding sending it at the very last moment.

b. By the student itself to EDISU offices **in a sealed envelope**;

c. By a trusted person to EDISU offices **in a sealed envelope**. He/she must have a proxy letter signed by the student itself and the student's ID copy.

- **EU:** by the online upload procedure the student finds inside the application.

Students can attach up to 5 files: the files must be in .PDF format, readable and each file must contain the whole documentation of a specific type required (e.g. one file with all the pages of ISEE Parificato, another file with all the pages of the family composition documents in original language and in Italian, another with the all income of the family members and so on...)

Deadlines for documents submission are:

- **Extra-EU students who can confirm seventh semester economic data:** EDISU must receive the documents within 6 Apr. 2023. In the application they have to tick the declaration. During the online application, at the section "economic data", students will be required to select the declaration: "EDISU will receive the consular documents and the ISEE Parificato within the deadline of the complaints for the first year of Master's degree".
- **Extra-EU students who cannot confirm seventh semester economic data:** 2 Sep. 2022 (scholarship and accommodation application); 30 Sep. 2022 (scholarship only application). The documents should be sent within the application deadlines. If the student is excluded by the provisional ranking list because EDISU did not received the documents within the provisional ranking list elaboration, he/she can be set in the definitive ranking list if EDISU receives the documents (complete and correct) within the complaint deadlines (find the section "CONSULAR DOCUMENTS ASSESSMENT AND INTEGRATION"). If the student does not submit the documents by those deadlines, he/she can be set in the definitive ranking list of the first year of Master only if EDISU receives the documents within **6 Apr. 2023**. Attention: EDISU, in any case, must receive the correct documents within the complaints deadline in order to set students in definitive ranking list: therefore, students are invited to send the documentation well in advance, avoiding sending it at the very last moment.
- **EU students (also student with Italians citizenship whose family reside abroad):** 2 Sep. 2022 (scholarship and accommodation application); 30 Sep. 2022 (scholarship only application). If the student cannot meet the above-mentioned deadlines, he/she will be excluded from the provisional ranking list. He/she can be set in the definitive ranking list if he/she submit the required documents via complaint within 15 Sep. 2022 (for scholarship and accommodation application) or within 18 Nov. 2022 (for scholarship only application). If the student does not submit the documents by those deadlines, he/she can be set in the definitive ranking list of the first year of Master only if he/she submits the documents via complaint within **6 Apr. 2023**.

Receipts

After the transmission of the online application, students will receive a receipt that is an email with subject **"Acquisizione dati via web"** (web acquisition of the data). A second receipt with subject **"Ricezione pratica"** (reception of the application) will be sent after the recovery of the application in Edisu's database. The application can be considered successfully submitted only if the student receives both emails.

Students whose family resides partially in Italy and therefore provide the ISEE protocol number or DSU protocol number during the compilation phase, will receive a third email with subject **"Ricevuta dati INPS"** (INPS data receipt) **within 48 working hours from the reception of the second email**. This receipt contains all data recovered from INPS database by Edisu. In case Edisu fails to recover any valid ISEE, the reason for invalidity will be specified. Students whose family resides completely abroad (and therefore submit the ISEE Parificato certificate only) will NOT receive the third email with subject **"Ricevuta dati INPS"**.

MODIFICATION, COMPLAINTS, RENOUNCE

After the transmission online of the application, students can change their data with a modification or a complaint, otherwise they can waive their benefits.

Modification⁴⁷

Students can modify their application exclusively online within the deadlines at noon, with the specific procedures available on their personal pages of Edisu Online Services.

1. **"Data modification"**. This option makes it possible to change the data declared in the application. Four categories of data are available: "Residence/domicile", "Scholastic data", "Merit requirements", "Economic data" "Second course". The form has to be filled out exclusively with the data to be modified. Data belonging to different categories require separate transmissions, one for each category.
2. **"Add accommodation service application"**: for non-resident students who applied just for the scholarship.
3. **"Delete the accommodation service application"**: for non-resident students who applied for scholarship and accommodation, but do not want to apply anymore for the accommodation: in this way it will be possible to maintain the scholarship's amount for non-resident students⁴⁸.
4. **"Add the application for the first year of master degree"**: for students who applied just for the seventh semester of bachelor degree, but have the requirements for the submission of an application of seventh semester of bachelor and first year of master degree.

The modification is correctly transmitted if and only if, after the transmission, two mails are sent to the student (the first with the category of modification, the second with object "Data modification receipt"). The outcome of the modification will be available with the publication of the provisional classification list.

Complaints⁴⁹

After the deadlines for the submission of the application, students can change their data with a complaint, exclusively online, with the specific procedure available on their personal pages of Edisu Online Services.

Complaints must be submitted after the publication of the provisional ranking lists, during the complaint period, within the timeframe specified at section "Ranking list". Both eligible and excluded students can make a complaint, and excluded students must consider all the exclusion causes. Six categories of complaint are available: "Completion of the enrolment", "University data", "Merit requirements" "Second course" (if required within the application deadline), "Economic data", "Pending financial obligations with Edisu", "Other". Students must select a category, fill out the form exclusively with the data to be modified and transmit it online. Students who have to make complaints belonging to different

⁴⁷ Art. 7 par. 5 Notice of Competition 22/23

⁴⁸ Art. 8 par. 1.2 Notice of Competition 22/23.

⁴⁹ Art. 7 par. 6 Notice of Competition 22/23.

categories must transmit a complaint for each category. The complaint can be considered as successfully transmitted only if, after the transmission, the student receives two emails (the first one stating the category of complaint, the second one with subject "Complaint receipt"). The outcome of the complaint will be available at the same time of the publication of the definitive ranking list.

The complaint for "Renounce of accommodation service" allows students to maintain the scholarship's amount for non-resident students. It is possible to maintain this amount only if the student results as "winner" of the Scholarship, and provides a house rental contract.

Renounce⁵⁰

From **4 October 2022** students can renounce their benefits exclusively online, with the specific procedure available on their personal pages of Edisu Online Services. Students who applied for scholarship and accommodation can renounce the accommodation and maintain the scholarship, but if they renounce the scholarship they are obliged to give up the accommodation as well. Students hosted in an EDISU residence who renounce the accommodation must return an amount of money equal to the value of the accommodation enjoyed. The renounce is correctly transmitted only if, after the transmission, the student receives two emails (the first one with subject "Benefits renounce 2022/23, the second one with subject "Renounce receipt"). The outcome of the renounce will be notified by email.

DEADLINES

GENERAL DEADLINES OF THE ONLINE APPLICATION FOR ALL KINDS OF STUDENTS⁵¹.

Scholarship and accomodation service	2 September 2022 at noon (12.00), Italian time
Scholarship	30 September 2022 at noon (12.00), Italian time

The online application must be transmitted within the deadline at noon (Italian time): after that, the procedure is automatically deactivated and the countdown is set at zero. **It is not possible to apply after the deadline at noon, even if the reason for the delay is independent from the applicants' will** (e.g. internet connection/computer problems).

⁵⁰ Art. 7 par. 7 Notice of Competition 22/23.

⁵¹ Art. 10 par. 2, art. 15 par. 2, art. 20 par. 2 Notice of Competition 22/23.

Documents submission deadlines

The documents submission deadlines change according to the citizenship of the students, the year of enrollment and the type of the application. Find the table in the next page to find your deadline:

	FIRST YEAR already living in Italy	FIRST YEAR coming in Italy for 2022/23 enrollment	SUCCESSIVE YEAR Who do not confirm the economic data (see p. 8)	SUCCESSIVE YEAR with EDISU benefits in 2021/22	7 TH SEMESTER + 1 ST YEAR OF MA no EDISU benefit in 2021/22	7 TH SEMESTER + 1 ST YEAR OF MA with EDISU benefits in 2021/22
EU/Italian student, accommodation and scholarship application	2 Sep. 2022 or 15 Sep. 2022		2 Sep. 2022 or 15 Sep. 2022		2 Sep. 2022 or 15 Sep. 2022 Only for the first year of MA application: 6 Apr. 2023	
EU/Italian student, scholarship only application	30 Sep. 2022 or 18 Nov. 2022		30 Sep. 2022 or 18 Nov. 2022		30 Sep. 2022 or 18 Nov. 2022 Only for the first year of MA application: 6 Apr. 2023	
Extra-EU student, accommodation and scholarship application	2 Sep. 2022 documents must arrive to EDISU within 15 Sep. 2022	2 Sep. 2022 documents must arrive to EDISU within 15 Sep. 2022 <u>Only for the ones who need a study visa for 2022/23 enrolment:</u> 18 Nov. 2022	2 Sep. 2022 documents must arrive to EDISU within 15 Sep. 2022	possibility to confirm the economic data submitted or confirmed in 2021/22 (not the single cycle MA course who confirmed the 2019/20 data in 2021/22)	2 Sep. 2022 documents must arrive to EDISU within 15 Sep. 2022 Only for the first year of MA application: 6 Apr. 2023	Documents must arrive to EDISU within 6 Apr. 2023
Extra-EU student, scholarship only application	30 Sep. 2022 documents must arrive to EDISU within 18 Nov. 2022		30 Sep. 2022 documents must arrive to EDISU within 18 Nov 2022	possibility to confirm the economic data submitted or confirmed in 2021/22 (not the single cycle MA course who confirmed the 2019/20 data in 2021/22)	30 Sep. 2022 documents must arrive to EDISU within 18 Nov 2022 Only for the first year of MA application: 6 Apr. 2023	Documents must arrive to EDISU within 6 Apr. 2023

CONSULAR DOCUMENTS ASSESMENT AND INTEGRATION⁵²

Consular documents assessment

EDISU will check the consular documents submitted by students and will notify the accuracy of the documentation according to the type of the submission:

- **Submission to EDISU desk offices by the student itself or a trusted person in a sealed envelope**

Documents submitted without a sealed envelope will be not accepted. Our operators will give a receipt to confirm that the documents are submitted. In the next few days, EDISU notifies the students by sending an email to the address he/she wrote in the application. The email is only to notify that EDISU completed the documents check: the students must check the outcomes in their personal page of EDISU website where they can find information about the lack of documentation they need to integrate.

Attention: EDISU cannot guarantee to notify the correctness of the documents in time, especially if documents arrive shortly before the complaint deadlines: therefore, students are invited to send the documentation well in advance, avoiding sending it at the very last moment.

In case of doubts about the evaluation outcome contact the EDISU offices using the ticketing service only.

- **Submission by courier or *raccomandata con ricevuta di ritorno***

The documents should be sent within the application deadlines. If the student is excluded by the provisional ranking list because EDISU did not received the documents within the provisional ranking list elaboration, he/she can be set in the definitive ranking list if EDISU receives the documents (complete and correct) within the complaint deadlines.

EDISU will first send a receipt to notify that the documents arrived to our office: **if you send the documents with a tracking system, it may not correspond to the timing of our notification.**

After the valuation, EDISU notifies the students by sending an email to the address he/she wrote in the application. The email is only to notify that EDISU completed the documents check: the students must check the outcomes on their personal page of EDISU website where they can find information about the lack of documentation they need to integrate.

Attention: EDISU cannot guarantee to notify the correctness of the documents in time, especially if documents arrive shortly before the complaint deadlines: therefore, students are invited to send the documentation well in advance, avoiding sending it at the very last moment.

- **Submission by the online upload procedure (available only for EU students and students with Italian citizenship)**

EDISU will notify the students by sending an email to the address he/she wrote in the application. The email is only to notify that EDISU completed the documents check: the students must check the outcomes on their personal page of EDISU website where they can find information about the lack of documentation they need to integrate.

If there is any missing documents, students must integrate by filling a complaint.

Attention: EDISU cannot guarantee a prompt publication of the outcomes, especially if the application is transmitted at the very last moment. However, the outcomes will be published by the temporary ranking list publication.

If the student decides to submit the documents within the complaint deadlines (15 Sep. for scholarship and accommodation application / 19 Nov. for scholarship only application) EDISU cannot guarantee to notify the correctness of the documents in time nor the possibility for the student to fix his/her situation: therefore, students are invited to upload the documentation well in advance, avoiding sending it at the very last moment.

Attention: EDISU will evaluate the documents of the students who applied also for the accommodation service first (since their deadlines are earlier). **If you applied for scholarship only** and sent the documents very in advance, the outcomes of your evaluation may delay for the above-mentioned reason. **Your reminders will be ignored.**

⁵² Art. 31 par. 3 notice of competition 22/23.

Integration of consular documents

Whenever EDISU notify the students about a lack of documentation, he/she can integrate the documents within a certain deadline¹. The deadlines change according to the citizenship, the year of enrollment and the type of application of the student. Find the following table to check your case:

Attention: The consular documents must arrive to EDISU within the deadlines specified in the table below.

	FIRST YEAR already living in Italy	FIRST YEAR coming in Italy for 2022/23 enrollment	SUCCESSIVE YEAR no EDISU benefit in 2021/22	SUCCESSIVE YEAR with EDISU benefits in 2021/22	7 TH SEMESTER + 1 ST YEAR OF MA no EDISU benefit in 2021/22	7 TH SEMESTER + 1 ST YEAR OF MA with EDISU benefits in 2021/22
EU/Italian student, accommodation and scholarship application	15 Sep. 2022		15 Sep. 2022		15 Sep. 2022 Only for the first year of MA application: 6 Apr. 2023	
EU/Italian student, scholarship only application	18 Nov. 2022		18 Nov. 2022		18 Nov. 2022 Only for the first year of MA application: 6 Apr. 2023	
Extra-EU student, accommodation and scholarship application	15 Sep. 2022	15 Sep. 2022 <u>Only for the ones who need a study visa for 2022/23 enrolment:</u> 18 Nov. 2022	15 Sep. 2022	possibility to confirm the economic data submitted or confirmed in 2021/22 (not the single cycle MA course who confirmed the 2019/20 data in 2021/22)	15 Sep. 2022 Only for the first year of MA application: 6 Apr. 2023	6 Apr. 2023
Extra-EU student, scholarship only application	18 Nov. 2022		18 Nov 2022		18 Nov 2022 Only for the first year of MA application: 6 Apr. 2023	6 Apr. 2023

RANKING LISTS⁵³

After the application submission, students can know their results checking the **classification lists** on their personal pages of EDISU Online Services.

For every benefit, first EDISU publishes **a provisional classification list, then a definitive one.**

1. In the **provisional classification** lists there **are 2 kinds of outcome.**
 - a. **ELIGIBLE:** these students meet the requirements, so they just have to wait for the publication of the definitive classification lists.
 - b. **EXCLUDED:** these students do not meet the requirements or they make some mistakes on their application forms, so they have to make a complaint.
2. In the **definitive classification** lists, there are **4 kinds of outcome.**
 - a. **WINNER:** these students meet the requirements and obtain the benefit.
 - b. **ELIGIBLE:** these students meet the requirements, but they cannot obtain the benefit because of the exhaustion of the available resources.
 - c. **SUSPENDED:** this is for first year Master's degree students who did not complete the enrolment by 30 Nov. 2022 and for successive year students who do not meet the merit requirements on 30 Nov. 2022 because of a pending credit recognition.
 - d. **EXCLUDED:** these students do not meet the requirements or they did not make a complaint after the exclusion from the provisional classification list, so they cannot obtain the benefit.

The **classification lists** are published in the **following dates.**

1. Accommodation service

	PROVISIONAL RANKING LIST	COMPLAINTS	DEFINITIVE RANKING LISTS
First years and Successive years	9 September 2022 at noon	From 9 to 15 September 2022 at noon	21 September 2022 at noon
First years of master degree (7 th semester + 1 st year of MA applicants)	24 March 2023 at noon	From 24 March to 6 April 2023 at noon	18 April 2023 at noon

First year extra-EU students who apply for the accommodation and need a study visa for the 2022/23 enrolment who miss the 15 Sep. 2022 deadline but submit all the required documents within 18 Nov. 2022 and enroll in the university within 30 Nov. 2022 will be excluded in the accommodation definitive ranking list on 21 Sep. 2022 but will be set in the definitive accommodation scrolling ranking list on 15 Dec. 2022.

⁵³ Art. 11 (first years), 16 (successive years) and 21 (seventh semester of bachelor and first year of master degree) Notice of Competition 22/23.

2. Scholarship

	PROVISIONAL RANKING LIST	COMPLAINTS	DEFINITIVE RANKING LISTS
First years and Successive years	28 October 2022 at noon	From 28 October to 18 November 2022 at noon	15 December 2022 at noon
First years of master degree (7 th semester + 1 st year of MA applicants)	24 March 2023 at noon	From 24 March to 6 April 2023 at noon	28 April 2023 at noon

Ranking list criteria

Scholarship amounts firstly are divided proportionally among the universities⁵⁴ and then they are shared as following:

- 15% for first year students (standard application)
- 85% for successive year students merit confirmation application, first year students merit confirmation application and successive year students standard application

First year students:

For first year students the ranking lists are divided by University and degree level (bachelor's degree, master's degree, single cycle master's degree), without considering the different departments.

Within each level the ranking list is sorted in increasing ISEE Universitario values and in the event of equal values, the younger student comes first.

Regarding the accommodation service, its ranking lists are divided in the same way and at least one bed place is provided for each University.

15% of the accommodations of first year students are reserved to Extra-EU students, whose families reside in an Extra-EU country enrolled in first years⁵⁵.

Successive year students:

For successive year students, the ranking lists are sorted by the following priority order⁵⁶:

- **Successive years confirmation for merit.** The ranking list is sorted in decreasing score order. In the event of equal scores, the student with a lower ISEE value comes first and in the event of equal values, the younger student comes first.
- **First year of master's degree confirmation for merit.** The ranking list is sorted in increasing ISEE Universitario (or Parificato) values and in the event of equal values, the younger student comes first.
- **Successive years standard application.** The ranking list is sorted in increasing ISEE Universitario (or Parificato) values and in the event of equal values, the younger student comes first.

Regarding the accommodation service, its ranking lists are divided in the same way and at least one bed place is provided for each University.

The **Merit score** is calculated by multiplying credits for marks of each exam you took and then by adding all the partials.

The **Ranking list score** is the score used to determine the position of the student in the ranking lists. It is obtained by multiplying merit score for number of years of enrolment decreased by a unit (e.g. for second year students, the ranking list score is the same of the merit one; for third year students, the ranking list score is the merit score divided for two, for seventh semester it will be divided for three and so on).

⁵⁴ Art. 1 par. 4 Notice of Competition 22/23.

⁵⁵ Art. 11 par. 1 Notice of Competition 22/23.

⁵⁶ Art. 16 par. 1 Notice of competition 22/23.

EDISU will consider the average of student's exams as the mark of the "idoneità" (i.e. exams without any marks). "Lode" is not considered for the score.

Seventh semester of bachelor degree and first year of master degree:

Concerning the seventh semester application, the ranking list will follow successive year student's criteria. Concerning the first year of master application, the ranking list will follow first year student's criteria.

Students who win the accommodation in seventh semester ranking list maintain the accommodation until 31 March 2023. After 31 March 2023, the accommodation will be assigned again. In case they are excluded in the 28 Apr. 2023 ranking list, they must leave the accommodation in 3 days. If they do not, they must return the amount of the extra days spent in the accommodation (€ 8,18).

ACCOMMODATION: ACCEPTANCE, EXPRESSION OF INTEREST, ASSIGNATION

After the publication of the accommodation's definitive ranking list on 21 Sep. 2022, **students must accept it online or declare their interest.**

Online acceptance (for winner students)⁵⁷

Only winner students have to do the online acceptance. The procedure is available on the student's personal page of EDISU Online Services in the following period.

Winners, first years and successive years

From 21 to 26 September 2022 at noon

When compiling the acceptance procedure, students must select one of the following options:

1. I accept
2. I accept, with Option "Erasmus": Students have to specify the duration of the mobility project, comprised between 1 October 2022 and 30 September 2023 only. In any case, students will be assigned the accommodation.
3. I accept, with Option "Renato Einaudi" (only for students who have won the accommodation service with the association "Renato Einaudi")
4. I refuse

During the compilation of the acceptance procedure, students must rank all Edisu residences displayed according to their preferences.

In case of **Erasmus** it will be necessary to indicate the **dates related to the period of stay**, specifying the date of return: these dates **must be comprised between 1 October 2022 and 30 September 2023**. Periods preceding 1 October 2022 and following 30 September 2023 cannot be considered. Please note that period of stay abroad cannot be related to a mobility project for the academic year 2023-2024.

⁵⁷ Art. 33 par. 1 Notice of Competition 22/23.

Students will be hosted in the residence when returned and they will get a monthly amount of 245,45€ for every month spent abroad (only for winners of scholarship; the payment will be included in the scholarship installments).

If the mobility project lasts 8 months or more (5 months for last semester students), students must submit the declaration of house rental (see the chapter “DECLARATION OF HOUSE RENTAL”) in order to receive the scholarship amount comprehensive of the monetary value of the accommodation service.

In case of **Option Renato Einaudi**, it is not possible to be hosted in Edisu residences.

Furthermore, it is necessary to fill out any other field that is not already precompiled (personal data, residence permit or receipt of the application for residence permit,) and accept the related regulation: these steps are necessary to be assigned to an accommodation.

The online acceptance can be considered as successfully transmitted only if the students receive the email message with the PDF attached. This receipt is available in the Personal Page in Online Services, section “Receipts”.

If the student makes any mistakes, it will be possible to **fill out the “online modification of data”** within the deadlines to submit the acceptance.

Failure in compiling and transmitting the online acceptance within noon (12:00) on the day of expiry, is considered like a refusal of accommodation service: for this reason, students will be considered as “renouncer of accommodation” even if the failure in submission is due to reasons of force majeure (e.g. problems linked to internet connection or terminal in use).

Students **refusing the accommodation during the acceptance phase or failing to transmit the online procedure**, will be considered as “Resident students” in order to **determine the scholarship’s amount**.

Expression of interest (for eligible students)⁵⁸

Students who result eligible in the accommodation definitive classification lists have to express their interest in an accommodation exclusively online. The expression of interest procedure is available on the student’s personal page of EDISU Online Services in the following period.

Eligible, first years and successive years

From 21 September to 26 September 2022 at noon

In the expression of interest, five options are available:

1. I’m interested;
2. I’m not interested;
3. I’m interested with option “Erasmus” (for students who are going to attend an international mobility project. Students have to specify the duration of the mobility project, comprised between 1 October 2022 and 30 September 2023 only)⁵⁹;
4. I’m interested with option “Collegio Renato Einaudi”⁶⁰.

Students who select **the option “I’m interested”** or the **option “I’m interested with option Erasmus”** must rank all Edisu residences displayed inside the procedure, according to their preferences. They will be assigned with the accommodation in one of the residences still available, after all the winners have accepted first. Before the online transmission, inside the procedure it is necessary to fill out any other field that is not already precompiled

⁵⁸ Art. 33 par. 2 Notice of Competition 22/23.

⁵⁹ Art. 33 par. 4.1 Notice of Competition 22/23.

⁶⁰ Art. 33 par. 5 Notice of Competition 22/23.

(personal data, residence permit or receipt of the application for residence permit,) and accept the related regulation: these steps are necessary to be assigned to an accommodation.

Students selecting the option "I'm not interested" during the expression of interest phase or failing to compile and transmit the procedure, will be considered as "Resident students" in order to determine the scholarship's amount

The outcome of the expression of interest will be published on the student's personal page of EDISU Online Services on 29 September 2022.

Accommodation assignment period⁶¹

Type of student	Assignment period
Successive years	From 4 October 2022 to 25 September 2023
Extra semesters	From 4 October 2022 to 31 March 2023
First years (bachelor's, master's, single cycle master's)	With requirements specified in art. 12 par. 1 From 4 October 2022 to 25 September 2023
	With requirements specified in art. 12 par. 4 From 5 October 2022 to 28 July 2023

Students refusing the accommodation during the assignment phase will be considered as "Resident students" in order to determine the scholarship's amount.

Delayed check-in

Students who get the assignment message for our accommodation and cannot check within the above-mentioned deadlines because of motivated reasons, can apply for a delayed check-in. They must send the form available in our website, fill it and send it to assegnazioniresidenze@edisu-piemonte.it

If the student does not show up at the date specified in the form, he/she will be considered as **renouncer** and he/she has to pay 8,18 € per day, counting from 4 Oct. 2022 until the date specified.

Students who cannot check in within the assigned date because:

- apply for the first year of master's degree and are waiting for their BA graduation from other Italian universities or from other Piemonte university located in other cities than the city of their master's course;
- have health issues (supported by medical documentation);
- are attending a university-related course or internship in other cities for a short period (supported by documentation);
- cannot come to Italy because of Covid-19 related restrictions (also the students who got their visa within 15 Sep. 2022)

can have their accommodation reserved until 31 Dec. 2022, if they apply for the delayed check-in.

⁶¹ Art. 34 par. 4 Notice of Competition 22/23.

Scrolling ranking list during the academic year⁶²

Students who declare their interest in an accommodation with the declaration of interest but who are not assigned will be included in the following scrolling ranking lists:

1. single ranking list for first year EU students, ordered by ISEE;
2. single ranking list for first year Extra - EU students, ordered by ISEE;
3. single ranking list of following year students, ordered by score.

EDISU will assign the accommodation to students in scrolling ranking list as soon as a room get available. As it depends on the availability of the rooms, it is possible that some students will not be assigned during the academic year.

If any accommodation will be available, our Residence Office will contact the student by email from assegnazioniresidenze@edisu-piemonte.it. If students refuse the accommodation assigned from scrolling ranking list, they will **NOT** be considered "resident students" for the scholarship amount⁶³.

Students who refused the accommodation during the acceptance or the expression of interest or did not fill the procedure will run for the *resident student* amount but can ask to be set at the bottom of the scrolling ranking list.

First year extra-EU students who need a study visa for the 2022/23 enrolment who miss the 15 Sep. 2022 deadline but submit all the required documents within 18 Nov. 2022 and enroll in the university within 30 Nov. 2022 will be set in the definitive accommodation scrolling ranking list on 15 Dec. 2022.

Accommodation assignment⁶⁴

Students who accept the accommodation properly will receive an email from noreply@edisu-piemonte.it, with full detail about the assignment.

NON-RESIDENT STATUS – DECLARATION OF HOUSE RENTAL⁶⁵

Extra-Eu students, not hosted in any EDISU residence,

1. whose families reside abroad (in an EU or Extra-EU country)
2. whose families reside in Italy, in a different municipality from the one in which their courses are located and that cannot the venue within 60 minutes by public transports

are considered as **non-resident students only if they declare a contract of house rental**. Otherwise, if they win the scholarship, they are going to receive the amount for commuter students.

The declaration of house rental is available in EDISU's personal page in Online Services, only during the timeframes listed below.

⁶² Art. 33 par. 3 Notice of Competition 22/23.

⁶³ Art. 33 par. 3.2 Notice of Competition 22/23.

⁶⁴ Art. 34 Notice of Competition 22/23.

⁶⁵ Art. 8 Notice of Competition 22/23.

SUBMISSION OF THE DECLARATION OF HOUSE RENTAL CONTRACT

1. Applicants for scholarship only
2. Applicants for the accommodation:
 - a. Resulting as “eligible” in accommodation’s definitive ranking list, to whom hasn’t been given an accommodation even if they declared their interest during the “expression of interest” phase.
 - b. Attending courses located in municipalities without any EDISU residences
 - c. Winners or eligible for accommodation with option “Erasmus” for 8 months or more
 - d. **Extra-EU students enrolled in first years coming in Italy with a study visa for the enrollment 2022/23 who apply for the accommodation but are excluded in the definitive accommodation ranking list because of missing visa and/or missing consular documents and/or missing ISEE Parificato who submit the required documents within 18 Nov. 2022 and complete the enrolment within 30 Nov. 2022**

From 29 October to 5 December 2022
at noon

-
1. Applicants for the seventh semester of bachelor as “resident/commuter” students plus first year in master’s degree as “non-resident”, meeting the requirements within 31/03/2023 (art. 21 par. 3.2). **Minimum 5 months contract (by Sep. 2023).**
 2. Applicants for the first year of Master’s degree excluded for missing enrolment in the 15 Dec. 2022 definitive ranking list (art. 10 pat. 3). **Minimum 10 months contract (between Sep. 2022 and Sep. 2023).**

From 24 March to 24 April 2023 at noon
(students already considered as “non-resident” in the seventh semester of bachelor’s and submitted the declaration by 5 Dec. 2022 do not have to submit the house rental)

The **contract of house rental** must meet the following requirements.

1. It must be regularly registered at the "Agenzia delle Entrate".
2. The name of the student must be shown on the contract.
3. The domicile must be located in the same municipality of the attended course, or in neighboring (bordering) municipalities (you can find the list of the acceptable municipalities in our website PERCORSO).
4. The length of the contract must cover at least 10 months of the academic year (the academic year lasts from 1 September 2022 to 30 September 2023 by convention), or 5 months for students applying for a further semester.
5. The registration of the contract at the "Agenzia delle Entrate" must be completed within 5 December 2022. EDISU will not accept contracts registered after that date: you must have the receipt of registration by 5 Dec. 2022.

During the filling out of the **declaration of house rental**, one of these three options must be selected.

1. **House rental ("A titolo locativo")**: for students renting a room or a house;
2. **College/dorm/social housing ("A diverso titolo oneroso, fruendo di un posto letto presso un collegio, convitto o pensionato")**: for students hosted in a college/dorm/social housing projects (this kind of contract does not need the registration in "Agenzia delle Entrate");
3. **International mobility ("A diverso titolo oneroso, all'estero nell'ambito di programma di mobilità internazionale")**: for students studying abroad for an international mobility project (this kind of contract does not need the registration in "Agenzia delle Entrate").

The declaration of house rental is correctly transmitted if and only if, after the transmission, the student receive a mail with object "Declaration of house rental".

Students who submit a contract **shorter than 10 months** (5 months for the further semesters) will run for the *commuter* amount of scholarship. When the contract expires they can send a new contract or the renewal by ticket within 30 days from the expiration of the old contract. If extra funds are available, they can get the *non-resident* amount instead (if winner of scholarship).

PAYMENTS

The scholarship is paid in two instalment, via bank transfer on an Italian or SEPA bank account or prepaid card in the student's name. The IBAN code associated to the bank account or the prepaid card must be communicated with the online procedure available on the personal page of the student's EDISU Online Services.⁶⁶

For **underage students**, it is not possible to pay the scholarship unless they have a **legal guardian** with an Italian or SEPA bank account and living in Italy (with "*residenza anagrafica*").

In this case, underage students must submit by **15 Dec. 2022** a notary act (translated and legalized by the same procedures of the consular documents) in which one of his/her parents (or both):

- Declares the personal data of the legal guardian;
- Specifies the fiscal code and the IBAN of the legal guardian;
- Authorizes EDISU to pay the scholarship to the guardian's bank account;
- Attach a copy of the legal guardian's ID document

Otherwise, underage students must wait to turn 18 years old before getting the payment.

Attention: citizens of high-risk Countries (for terrorism financing and money laundering)⁶⁷ may have problems or delay with payments in **foreign SEPA** bank accounts. EDISU is not accountable for those problems or delay.

The payment will be arranged in the following periods.

First years⁶⁸

First instalment (50% of the total amount)

Students winner of scholarship receive the amount in two instalments:

1. The first instalment (50% of the total amount) is automatically paid starting **from the end of DECEMBER 2022**:
2. The second instalment, remaining 50% of total amount, is paid according to the achievement and submission of merit requirements indicated in the table below:

INSTALMENT	MERIT REQUIREMENTS	PAYMENT	SELF-CERTIFICATION OF MERIT
Second instalment, full (50%)	Minimum 20 credits within 30 April 2023	From the end of June 2023	Between 1 April and 6 May 2023 at noon
	Minimum 20 credits within 10 August 2023	From the end of November 2023	Not required*

⁶⁶ Art. 7 par. 3 Notice of Competition 22/23.

⁶⁷ The list of high risk Countries is available in the UE official website.

⁶⁸ Art. 12 par. 1 and 2 Notice of Competition 22/23.

20% increase for students with a double enrolment (for students enrolled in two courses)

MERIT REQUIREMENTS	PAYMENT	SELF-CERTIFICATION OF MERIT
Minimum 20 credits within 30 April 2023 in the main course + Minimum 20 credits within 30 April 2023 in the second course (if first year enrolment in the second course)	From the end of June 2023	Between 1 April and 6 May 2023 at noon
Minimum 20 credits within 10 August 2023 in the main course + Minimum 20 credits within 10 August 2023 in the second course (if first year enrolment in the second course)	From the end of November 2023	Not required*
Minimum 20 credits within 30 April 2023 in the main course + Credits required for the successive year application (if successive year enrolment in the second course)	From the end of June 2023	The merit requirements for the second course must be declared while filling the application
Minimum 20 credits within 10 August 2023 in the main course + Credits required for the successive year application (if successive year enrolment in the second course)	From the end of November 2023	The merit requirements for the second course must be declared while filling the application

*Filling out the self-certification of merit is still recommended, especially to students who are subjected to a career credits recognition process.

The first installment is paid starting from the end of December 2022 if students submit their IBAN within **10 Dec. 2022**.

The first installment is paid starting from the end of April 2023 if students submit their IBAN within **31 March 2023**.

There will be further payments of first installment during the payment of the second one.

Failure to transmit the IBAN within 31 December 2024 make the instalments undue.

For the second installment of students who applied for career credit recognition from a foreign career, it is possible to count only the **credits achieved in the Piedmont University, not the ones achieved abroad and recognized by the University** after the career credit recognition's approval.

It has to be clarified that the **payment of the instalment is the deed with which Edisu makes the payment. During the following month there will be the actual availability of the sum of money on the student's bank account or card**, depending on the timing of the credit institutions.

Successive years⁶⁹

First instalment (50% of the total amount)

IBAN transmission	Payment of the first instalment
Within 10 Dec. 2022	From the end of December 2022
Within 31 March 2023	From the end of April 2023

Second installment (remaining 50% of the total amount): starting from the end of June 2023.

20% increase for students with a double enrolment (for students enrolled in two courses)

In case of a **successive year enrolment in the second course**, the 20% increase will be paid together with the normal instalments over here (50/50);

In case of a **first-year enrolment in the second course**, the payment of the 20% increase will be:

- First 50% (of the increase) together with the first instalment;
- Second 50% (of the increase) as follow:

MERIT REQUIREMENTS	PAYMENT	SELF-CERTIFICATION OF MERIT
Minimum 20 credits within 30 April 2023 in the second course	From the end of June 2023 (together with the second)	Between 1 April and 6 May 2023 at noon
Minimum 20 credits within 10 August 2023 in the second course	From the end of November 2023	Not required*

Failure to transmit the IBAN within 31 December 2024 make the instalments undue.

It has to be clarified that the payment of the instalment is the deed with which Edisu makes the payment. During the following month there will be the actual availability of the sum of money on the student's bank account or card, depending on the timing of the credit institutions.

Seventh semester of bachelor degree and first year of master degree⁷⁰

First instalment, for the seventh semester of bachelor's degree (50% of the total amount)

IBAN transmission	Payment of the first instalment
Within 10 Dec. 2022	From the end of December 2022
Within 31 March 2023	From the end of April 2023

⁶⁹ Art. 17 par. 1 Notice of Competition 22/23.

⁷⁰ Art. 22 par. 1 and 2 Notice of Competition 22/23.

Second instalment, related to the first year of master's degree (50% of the total amount)

INSTALMENT	MERIT REQUIREMENTS	PAYMENT	SELF-CERTIFICATION OF MERIT
Second instalment, (50%)	Minimum 20 credits within 30 April 2023	From the end of June 2023	Between 1 April and 6 May 2023 at noon
	Minimum 20 credits within 10 August 2023	From the end of November 2023	Not required*

Failure to transmit the IBAN within 31 December 2024 make the instalments undue.

*Filling out the self-certification of merit is still recommended, especially to students who are subjected to a career credits recognition process.

It has to be clarified that the payment of the instalment is the deed with which Edisu makes the payment. During the following month there will be the actual availability of the sum of money on the student's bank account or card, depending on the timing of the credit institutions.

ECONOMIC AND MERIT ASSESSMENTS⁷¹

In order to assess enrolment, merit condition, student's career, internal transfers, or transfer-outs, Edisu carries out assessments jointly with Universities, involving all the self-certifications produced by students. Assessments concern enrolment in a.y. 2022/23, the year of first enrolment, and the minimum amount of credits declared, any eventual internal transfer of courses, and even any withdrawal from studies, even in previous academic careers. **Assessments will start from the deadline for the application, and will finish with the payment of scholarship's second instalment. It is possible, in any case, to carry out further assessments after the payment of the second instalment of scholarship, even in case of communication received by Universities.**

Following the assessment on the absence of merit requirements in order to maintain the first instalment of scholarship, and an eventual anticipation on the amount of the second instalment received, Edisu can revoke the benefits with a special provision, the eligibility condition, the reimbursement of the regional tax, and the exemption from the payment of tuition and fees.

According to art. 8 par. 1 and 2 of Law n° 241 7 August 1990, **EDISU assesses merit requirements needed to maintain the first instalment of scholarship, accommodation service benefited, and eligibility. This assessment involving first-years students will start on 30 January 2024 and will finish within 30 June 2024.**

In case of positive outcome of the assessment, the student will receive a communication noticing the positive outcome in the personal page of Online Services, section "Assessments/Revocations" (Accertamenti/Revoche). No other communication will be sent to students to inform about the outcome of the assessment.

In case the absence of merit is assessed, procedures refer to regulations specified in art. 39 par. 3 of 2020/2021 Notice of competition, Restituzione benefici.

It is a reason for revocation of benefit (as in art. 3 of 2022/2023 Notice of competition "Condizioni di non ammissione" and "Condizioni di Esclusione") the absence of requirements, following the assessments that can be carried out even after the publication of the ranking lists, as specified in art. 35 par. 2 "Revoca del servizio abitativo" or being involved in a disciplinary action such as suspension, from the University.

Concerning the assignees of accommodation service, it is furthermore a reason for revocation of accommodation service and eventually scholarship, being involved in a disciplinary action for the a.y. 2022/2023 according to articles 13, 17, and 18 of "Regolamento Interno Residenze Universitarie".

EDISU will control the situation of students **who confirm their economic data**: if there is any difference between the confirmed data and the data submitted to the university or in the INPS database, EDISU will impose a fine on those students. The fine is due even if the recalculated ISEE does not exceed the thresholds⁷².

⁷¹ Art. 39 Notice of Competition 22/23.

⁷² Art. 44 Notice of Competition 22/23.

FOOD SERVICE

EDISU canteens are open to all the students and pay special attention to the quality and variety of the menu. If no canteen is available near the course location, alternative services under agreement with EDISU are a valid solution. The tariffs (full or discounted) vary according to the student's economic condition.

The scholarship application include the restaurant service automatically: winners can access to our canteens or alternative services and pay their meals with a discounted price (€ 3,00 full meal)⁷³.

More information are available on EDISU website, section "Food service".

ALTERNATIVE ACCOMMODATIONS

Students who are not hosted in any of EDISU accommodation can turn to alternative residences. Here we signal other university residences and services dealing with housing solutions in the private market or shared accommodation:

- www.collegioeinaudi.it
- www.ozanamhouse.it
- www.resocialclub.it
- www.stessopiano.it
- www.sharing.to.it
- www.studyintorino.it/it/
- www.diaconiavaldese.org (see the social housing project "la casa della solidarietà")

⁷³ Art. 5 Notice of Competition 22/23.

CONTACTS

Offices

Torino Sportello unico – Segreteria studenti Via Giulia di Barolo 3/bis	
Alessandria Via Parma 36	Cuneo Via S. Croce 7
Novara Via Passalacqua 11 <u>from August 2022, Via Perrone 18</u>	Vercelli Via Q. Sella 5



Students must check the times and the availability of the front desk offices on the website www.edisu.piemonte.it, before going there.

Daily access of students to Torino's office is 100 persons per day⁷⁴. In case of trusted persons visiting the office to submit consular documents on behalf of another student, trusted persons need to have the authorization letter (provided to them from the interested party to proceed on their behalf). All trusted persons must take one number per each single folder to be submitted (hence, it is not possible to take one number and submit documents for more than one person). In any case, it is not possible take more than 10 numbers per person. Students arriving before the closing time on the last day to submit the documentation, will receive a number to have the opportunity to come back on the following day, showing that number to the desk jointly with a valid identity document.

FAQ (trova risposte) and TICKET: www.edisu.piemonte.it > CONTACTS > INFORMATION AND ASSISTANCE.

Facebook: @edisupiemonte

⁷⁴ Art. 31 par. 4 Notice of Competition 22/23.

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