



**GUIDELINES**  
**SCHOLARSHIP AND**  
**ACCOMMODATION SERVICE**  
**A.Y. 2023/24**

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 2023/2024 are mentioned in the notes.  
More information available on EDISU website:  
[www.edisu.piemonte.it](http://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 p. 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. 9-14 in order to know what documents you need. For the details of the consular documents, click [here](#)

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

Check p. 14 for economic thresholds and pp. 14-23 for the merit requirements.

## APPLICATION

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

Check pp. 23-26 for application instructions. Do not forget to meet the deadlines! (p. 28)

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

See how to modify your application at pp. 26-27. See pp. 29-30 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. 31 for the accommodation ranking list and pp. 33-36 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. 37-38 for the rental agreement submission;

### 8. How will EDISU pay my scholarship?

Check pp. 39-42 for our payment system.

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

Check p. 32 for the scholarship ranking list.

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

Check pp. 14-23 for merit requirements and pp. 39-42 for the payment of the scholarship installments.

### 11. What happen if I cannot maintain my benefits?

Check p. 42 for the merit/economic assessments and the benefit revocation.

## 2023/24 News

Compared to the past years, there will be remarkable news for the academic year 2023/24. Please, check the main ones down here.

1. **Submission of the documents only by post mail or courier for extra-EU students:** 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 together with the publication of the provisional ranking lists (see below the sections *application* and *consular documents assessments and integration*).
2. **ISEE parificato and study visa no longer required:** students have to submit the consular documents only: the ISEE value will be calculated by EDISU directly, with the assistance of the CAAF offices under agreement.
3. **Consular documents evaluation published with the ranking list only:** the evaluation of the consular documents will be published together with the ranking list. Students are invited to submit the documents in advance in order to get the evaluation in the provisional ranking list and be able to fix their situation (see below the section *consular documents assessments and integration*): it is not possible to fix the outcomes published in the definitive ranking lists.
4. **Master degree and single cycle Master degree part-time students:** the scholarship (not the accommodation service) will be available for these kinds of students as well.
5. **Declaration of house rental:** new disposals and different dates to upload the house contract. See the related section for more details.
6. **Independent students' new requirements:** in order to apply as an independent student, a 9.000,00 € income both in 2022 and 2021 is required: moreover, it will be necessary to upload the residence requirement proof (house contract, house property deed etc.) while filling the online application (see the section *economic requirements*).
7. **New rules for the accommodation acceptance/declaration of interest:** students that do not fill the procedures or refuse the benefit with those procedure will be considered *commuter* for the scholarship amount (not *resident*).
8. **New scholarship definitive ranking list for 1<sup>st</sup> year Bachelor and Single Cycle Master degree students:** for those kinds of students, a new definitive ranking list is published to get the first installment paid earlier (see the section *ranking lists* and *payments*).
9. **Seventh semester + 1<sup>st</sup> year of Master's degree option no longer available:** students have to choose whether to apply for seventh semester only (successive year application) or 1<sup>st</sup> year of Master's degree (find the section *merit requirements*).
10. **New outcome ("*suspended*") in the scholarship definitive ranking list:** students who do not enroll by 30 November 2023 or successive year students who do not get the CFU recognition by 30 November 2023 will be suspended in the definitive scholarship ranking list on 13 Dec. 2023 and set in a new ranking list in April.

11. **New rules for accommodation applicants to re-enter in September 2024:** first year students that do not get 20 CFUs by 10 Aug. 2024 can re-enter the accommodation service in Sep. 2024 (it is not guaranteed that the room/dorm will be the same). If they do not reach the 20 CFUs by 30 Nov. 2024, they have to return the accommodation amount (8,18 € per night).

## 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);
5. **Degree award** (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 years<sup>1</sup>.** 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 students<sup>2</sup>.

## 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 levels<sup>3</sup>.

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

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<sup>1</sup> Art. 11 par. 1 Notice of Competition 23/24.

<sup>2</sup> Art. 32 Notice of Competition 23/24.

<sup>3</sup> Art. 1 par. 1, 2 and 3 Notice of Competition 23/24.

For Phd and Postgraduate school students, new guidelines will be published before the application opening (24 October 2023)

The scholarship amount varies according to the following factors<sup>4</sup>.

1. Part-time or full-time enrolment.
2. "ISEE Universitario/Parificato" value between € 0,00 and € 13.153,12, or between € 13.153,13 and € 17.537,50 or between € 17.537,50 and € 23.626,00 or between € 23.626,00 and € 26.306,25
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, as follow.
  - o Same municipality: *resident*
  - o Different municipalities, less than one hour: *commuter*
  - o Different municipalities, more than one hour: *non-resident*
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 ≤ € 13.153,12	€ 13.153,13 < ISEE ≤ € 17.537,50	€ 17.537,51 < ISEE ≤ € 23.626	€ 23.626,01 < ISEE ≤ € 26.306,25	ISEE ≤ € 17.537,50	€ 17.537,51 < ISEE ≤ € 23.626	€ 23.626,01 < ISEE ≤ € 26.306,25
2.936,00	2.533,00	1.863,00	1.192,00	2.829,00	2.233,00	1.460,00

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

1. Students with the INPS scholarship for a free university dorm.

### Commuter students

				STEM female students		
ISEE ≤ € 13.153,12	€ 13.153,13 < ISEE ≤ € 17.537,50	€ 17.537,51 < ISEE ≤ € 23.626	€ 23.626,01 < ISEE ≤ € 26.306,25	ISEE ≤ € 17.537,50	€ 17.537,51 < ISEE ≤ € 23.626	€ 23.626,01 < ISEE ≤ € 26.306,25
4.324,00	3.740,00	2.723,00	1.795,00	4.518,00	3.305,00	2.184,00

EDISU will also consider as "COMMUTER 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).

<sup>4</sup> Art. 5 Notice of Competition 23/24.

4. 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).
5. Students with the **INPS scholarship** for fee reduction in a university dorm.

### Non-resident students

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

				STEM female students		
ISEE ≤ € 13.153,12	€ 13.153,13 < ISEE ≤ € 17.537,50	€ 17.537,51 < ISEE ≤ € 23.626	€ 23.626,01 < ISEE ≤ € 26.306,25	ISEE ≤ € 17.537,50	€ 17.537,51 < ISEE ≤ € 23.626	€ 23.626,01 < ISEE ≤ € 26.306,25
7.505,00	6.507,00	4.776,00	3.800,00	7.838,00	5.761,00	3.844,00

The amounts specified in the table above are only for:

- a. Students who **did not apply for the accommodation service**;
- b. 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**.
- c. Students who **delete the request for accommodation service within the application deadline** by clicking on **"delete request for accommodation"**;
- d. Students who submit **"renounce of accommodation"** within **18 September 2023 at noon (12:00)** through the **"complaint procedure"** related to the accommodation service's provisional ranking list;
- e. 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.
- f. Independent students (independently from their living address). It will be necessary to upload the residence requirement proof (house contract, house property deed etc.) while filling the online application

**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 ≤ € 13.153,12	€ 13.153,13 < ISEE ≤ € 17.537,50	€ 17.537,51 < ISEE ≤ € 23.626	€ 23.626,01 < ISEE ≤ € 26.306,25	ISEE ≤ € 17.537,50	€ 17.537,51 < ISEE ≤ € 23.626	€ 23.626,01 < ISEE ≤ € 26.306,25
4.805,00	3.807,00	2.076,00	1.100,00	5.138,00	3.061,00	1.144,00

## PART-TIME STUDENTS

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 have to obtain some particular **consular documents**. On the basis of those documents, EDISU will calculate the ISEE value with the support of the CAAFs with agreement with EDISU.

### Consular documents

**Warnings:** EDISU **does not make copies of consular documents**: make sure to get your copy before submitting your documents to EDISU. We also suggest to make an e-copy of the documents in case the hard ones are lost: in that case, students must submit a copy of the police office report and they will be allowed to submit the new documents by the complaint deadline.

**You can collect the required consular documents on your own:** just read carefully the requirements down here and ask your Country's institution the compliant documentation. The assistance of agencies or brokers is not necessary.

EDISU discourages from asking assistance by payments since it could be a fraud: we always check the documents carefully and, in case of fake documents, we will exclude the students from the benefit (or revoke if the benefits are already provided) and report to the Police.

### **International students who do not have to submit consular documents<sup>5</sup>**

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 require, and they have to submit the application in the same way Italian students do<sup>6</sup>.
- 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 2023/24 and that applied or obtained an Edisu benefit in 2022/2023 submitting a new "ISEE Parificato" or confirming the economic data submitted in 2021/2022 or 2020/2021; please beware that the confirmation of the economic data submitted in a.y. 2020/2021 is allowed only in case of enrollment in the last semester of the degree course. **Students who applied as independent student in 2022/23 cannot confirm the data.**

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.**

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<sup>5</sup> Art. 30 par. 1 Notice of Competition 23/24.

<sup>6</sup> Art. 7 Notice of Competition 23/24.

### 3. International students with international/humanitarian protection and stateless students (see p. 13).

#### International students who have to submit consular documents<sup>7</sup>

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

1. Extra-EU first year students<sup>8</sup>;
2. Extra-EU successive year or last semester students who cannot confirm their economic data (see above);
3. Single Cycle Master Course students who confirmed in 2022/23 the economic data submitted in 2020/2021;
4. EU students whose family reside abroad;
5. Students with Italian citizenship (including cases of multiple citizenship, one of which is Italian) whose family reside abroad.
6. Students who applied as independent in 2022/23 (independently from the year of enrollment).

#### List of consular documents<sup>9</sup>

Consular documents consist of certificates or declarations, 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).  
Information about the student's parents must always be provided and all the info at the following points 2, 3 and 4 must be provided for each adult member included in the family composition document.  
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 overall gross incomes earned abroad**. The incomes of each member in the family unit that was adult on 1 Jan 2023 (including the students and her/his siblings) must be taken into account.  
Extra-EU students must provide the income of 2022, EU students must provide the income of 2021.  
If any adult members of the family did not work, the documents must specify their unemployment condition in the required year.
3. **the bank accounts/deposits and any other movable assets (bonds, shares etc.)** possessed by each member in the family unit that was adult on 1 Jan 2023 (including the students and her/his siblings).  
Extra-EU students must provide the assets on 31 Dec. 2022, EU students must provide the assets on 31 Dec. 2021.  
Whenever there is an adult member without a bank account on the required date, this info must be specified: only for this info, an affidavit or a notary certificate is acceptable.
4. **the immovable assets (real estate)** possessed by each member in the family unit that was adult on 1 Jan 2023 (including the students and her/his siblings). Extra-EU students must provide the assets on 31 Dec. 2022, EU students must provide the assets on 31 Dec. 2021. 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. The property certificates must compulsorily specify the square meters of the property.
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 2021 and 2022 and that they have been living on their own for 2 years at least. The income in 2021 and 2022 must be **9,000.00 €** per year at least. Independent students will be required to upload the document proving they were living on their own during the online application.

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<sup>7</sup> Art. 30 par. 2 Notice of Competition 23/24.

<sup>8</sup> Also the ones who applied for 2022/23 first year benefits but were excluded because of missing visa or uncomplete enrolment.

<sup>9</sup> Art. 30 par. 3 Notice of Competition 23/24.

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

**All the required info must be provided and clear:** for example, if you want show the unemployment condition of one of your parents, just not providing the documents related to the income is not considered as an unemployment proof. Unclear documents that do not provide the required info straightforward are not acceptable.

For more info about the details of the consular documents and samples of the documents we got in the past years, click here

### Translation and legalization

The above-mentioned documents 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: **a translation separated from its original will be rejected.**
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 issued 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. **legalize and translate the documents** at their Embassy or General Consulate in Italy;
2. **legalize the documents** in a Prefecture.

**Warning:** single certificates issued by the embassies/consulates in Italy, which summarize all the info required, are acceptable **only for those countries where collecting the documents or legalize the documents in the Italian embassy is not possible.** The certificates issued by the embassies/consulates in Italy must always be legalized by the Italian Prefecture. In order to know if you can get that kind of certificate, click here

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.

The translation and legalization procedures of all the documents listed above **must be done in 2023** Translations and legalization with a date before Jan. 1<sup>st</sup> 2023 are not acceptable.

If students submit the documents in 2024 for the restaurant service only, EDISU will accept documents issued, translated and legalized also in 2024 **but the income/properties must be referred to the years/dates specified above.**

**Warning:** the original copy, the legalization and the translation must always be attached together (stick together). If you submit the three copies separated and it is not possible to match the original copy with its translation or legalization, your documents will be valued as incomplete.

Besides, **EDISU will keep into account the official translation you submit:** if your documents are rejected because of a translator's mistake, it is not possible to consider that mistake but you have to submit a new correct translation.

### EU students: particular requirements for consular documents<sup>10</sup>

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 2021 only**
- Assets documents must refer to **31 December 2021**
- If the student was a 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.

### Students with Italian citizenship: particular requirements for consular documents<sup>11</sup>

**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 2021 only**
- Assets documents must refer to **31 December 2021**
- 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 are 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 country<sup>12</sup>

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 follows:

- Income documents must be referred **to 2021 only**
- Assets documents must refer to **31 December 2021**

Concerning the extra-EU part, documents must be as follows:

- Income documents must be referred **to 2022 only**
- Assets documents must refer to **31 December 2022**

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 country<sup>13</sup>

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 calculated 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 2022/23 cannot confirm the economic data but they need to submit a new "ISEE Ordinario".

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 pp. 9-10 see above).

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<sup>10</sup> Art. 30 par. 7 Notice of Competition 23/24

<sup>11</sup> Art. 6 par. 5.1 Notice of Competition 23/24

<sup>12</sup> Art. 30 par. 6 Notice of Competition 23/24.

<sup>13</sup> Art. 30 par. 6 Notice of Competition 23/24.

#### Students coming from particularly poor countries<sup>14</sup>

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), East Timor, Eritrea, Ethiopia, Gambia, Djibouti, Guinea, Guinea Bissau, 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, Solomon (Islands), Somalia, Sudan, South Sudan, Syria, Tanzania, Togo, Tuvalu, Uganda, Yemen, Zambia.**

#### Students with international protection and stateless students<sup>15</sup>

Students with international protection must submit a residence permit that specifies the type of international protection. It will be required during the online application directly.

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.

**Ukrainian students with a temporary residence permit** related to the Law 16/2023 (extension of the Ukraine's emergency status) must submit a copy of the documents they applied for that residence permit with and a self-certificated form (in Italian or in English) in which the details of the family members living with them in Italy (name, surname, gender, date of birth and kind of family bond with the student). Those documents must be submitted by post or courier.

EDISU will calculate an "ISEE parificato" on the basis of such documents.

**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).

The only exception is the one of the above-mentioned **Ukrainian** students with the 16/2023 Law residence permit.

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

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<sup>14</sup> Art. 30 par. 4 Notice of Competition 23/24.

<sup>15</sup> Art. 30 par. 5 Notice of Competition 23/24.

## "ISEE Parificato"

Students can apply for EDISU scholarship and accommodation only if their "ISEE Parificato"/"ISEE Universitario" and ISPE values do not exceed the following thresholds<sup>16</sup>.

ISEE Parificato/Universitario <sup>17</sup>	ISPE (ISP/SE)
≤ € 26.306,25	≤ € 57.187,53

**New provisions:** Students do not have to get an ISEE Parificato before applying: the ISEE parificato values will be calculated by EDISU Piemonte directly, with the assistance of the CAAF offices under agreement, according to the economic information in the submitted consular documents.

On the contrary, Students with the whole family residing in Italy, students with international protection and stateless students must issue an "ISEE Universitario" before applying. The "ISEE Universitario" can be issued in every CAAF office in Italy.

The only exception is the one of the above-mentioned Ukrainian students with the 16/2023 Law residence permit.

The **exchange rate** is calculated according to the official one of the Italian Bank ("Banca d'Italia"): for EU students, it is the one on 31 Dec. 2021; for extra-EU students, it is the one on 31 Dec. 2022. For more info about the calculation system of the ISEE parificato, [check our website www.edisu.piemonte.it](http://www.edisu.piemonte.it).

## MERIT REQUIREMENTS

### FIRST YEARS<sup>18</sup>

**New provisions:** the 7<sup>th</sup> semester + 1<sup>st</sup> year of Master's application is no longer available.

You can apply either for the 7<sup>th</sup> semester of Bachelor's degree or for the 1<sup>st</sup> year of Master's degree.

If you submit the EDISU application for the first year of Master's degree but you change your mind, you can change the application into the 7<sup>th</sup> semester of Bachelor's degree by submitting a web adjustment by the online application deadline or an online complaint **within 14 November 2023 at noon**.

**Attention:** If you get your bachelor's degree within 30 Sep. 2023, you **cannot** apply for the 7<sup>th</sup> semester scholarship.

If you submit the EDISU application for the 7<sup>th</sup> semester of Bachelor's degree but you change your mind, you can change the application into the first year of Master's degree by submitting a web adjustment by the online application deadline or an online complaint **within 14 November 2023 at noon**. In order to be eligible for the 1<sup>st</sup> year of Master's benefits, you must also enroll by 30 Nov. 2023; if you do not, you will be suspended in the definitive ranking list and you have time to enroll until 5 Apr. 2024, as specified below.

If you do not enroll in the Master at all (by 5 Apr. 2024), EDISU will evaluate the possibility to convert your application into the 7<sup>th</sup> semester one.

**Attention:** if you confirm the economic data to apply for the 7<sup>th</sup> semester of bachelor's degree and then you decide to convert your application for the 1<sup>st</sup> year of Master's, you cannot maintain the economic data

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<sup>16</sup> Art. 6 par. 1 Notice of Competition 23/24.

<sup>17</sup> ISEE is calculated as the sum of incomes earned abroad plus 20% of assets owned abroad (DPCM 159/2013) and Criteri Regionali a.a 2023/24 Sez. V

<sup>18</sup> Art. 9 par. 1, 2 and 3 Notice of Competition 23/24.

confirmation but you must submit new consular documents by the deadlines specified in the section “application” of this booklet.

### Access Requirements

first year students must meet the following access requirements:

Kind of courses	Access Requirements
Bachelor’s degrees and single cycle Master’s degrees	<ul style="list-style-type: none"> <li>- High School diploma (the grade does not count);</li> <li>- Enrolment in the university within 31 October 2023 (to be set in the definitive ranking list of 8 Nov. 2023) or within 30 November 2023* (to be set in the definitive ranking list of 13 Dec. 2023)</li> </ul>
Master’s degrees	<ul style="list-style-type: none"> <li>- Enrolment in the university within 30 November 2023*.</li> </ul>

\* If students do not enroll within 30 Nov. 2023, they will be SUSPENDED in the definitive ranking list of 13 Dec. 2023 but they will be set in the definitive ranking list of 30 April 2024 if they enroll within **5 April 2024**. However, the required documents must be submitted by the deadlines you find in the section “application”

Students whose 2022/23 enrolment has been cancelled by their University because they did not complete the enrolment procedure for visa-related reasons, can apply for 2023/24 benefits as first year students.

### Merit requirements

In order to get the second instalment of scholarship, students must **achieve and register at least 20 credits within 10 August 2024**. In that case, the second instalment will be paid in Dec. 2024 but it is possible to get it earlier if you reach the merit requirement earlier and submit the information to EDISU: for more info, find the section “Payments” of this booklet.

Students who do not achieve the merit requirements described above **can maintain the first instalment** of scholarship (and keep the amount of the accommodation service) if they **achieve and register at least 20 credits within 30 November 2024**. Otherwise, students must return the first installment of the scholarship and an amount equal to the used accommodation service (€ 8,18 per day).

In order to meet those merit requirements, students cannot consider the following kinds of credits:

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 CFUs teacher habilitation course.
6. Credits recognized from a foreign career.

### Career credit recognition from single courses, or previous academic careers<sup>19</sup>

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”**

<sup>19</sup> Art. 9 paragraphs 1,2 and 3 Notice of Competition 23/24.

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;
  - 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 2023/24 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 14 November 2023, students must submit the complaint on the online procedure within 14 November 2023,
3. after 14 November 2023, students must inform Edisu as soon as possible via ticketing, These students are considered as first year for the academic year 2023/2024, 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 2023.

Attention: 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 2024 (in order to receive scholarship's second instalment) or within 30 November 2024 (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 courses<sup>20</sup>

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 2022/23 and then he/she decides to make a transfer, in the academic year 2023/24 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 2023 and the minimum amount of credits required must be recognized by the new degree course after the transfer (see below, the *successive year* section).

### New enrolment after withdraw ("rinuncia agli studi")

Students that withdrew from a previous career and enroll in a new one can apply for the EDISU scholarship only if they did not benefit from a scholarship related to the same year unless they return the scholarship amount they had won in that year. The deadline to return the amount is 14 November 2023.

For example, if you studied in a BA until the second year, benefitted from a scholarship for the first year only, withdrew and enrolled in a new BA, you cannot apply for the scholarship of the new first year but you can apply for the second year one.

**Attention:** before withdrawing, you should ask you university about the possibility to do that without applying for a new study visa.

### Double enrolment: 20% scholarship increase

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. 2024 in the main course) and
- the student meets the merit requirements for the increase, which are 20 credits within 10 Aug. 2024 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 both courses are in Piemonte but one is as a successive year and the other is a first year, **you must choose the successive year course as 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 below)

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<sup>20</sup> Art. 14 par. 4 Notice of competition 23/24

## SUCCESSIVE YEARS<sup>21</sup>

**New provisions:** the 7<sup>th</sup> semester + 1<sup>st</sup> year of Master's application is no longer available.

You can apply either for the 7<sup>th</sup> semester of Bachelor's degree or for the 1<sup>st</sup> year of Master's degree.

If you submit the EDISU application for the first year of Master's degree but you change your mind, you can change the application into the 7<sup>th</sup> semester of Bachelor's degree by submitting a web adjustment by the online application deadline or an online complaint **within 14 November 2023 at noon**.

**Attention:** If you get your bachelor's degree within 30 Sep. 2023, you **cannot** apply for the 7<sup>th</sup> semester scholarship.

If you submit the EDISU application for the 7<sup>th</sup> semester of Bachelor's degree but you change your mind, you can change the application into the first year of Master's degree by submitting a web adjustment by the online application deadline or an online complaint **within 14 November 2023 at noon**. In order to be eligible for the 1<sup>st</sup> year of Master's benefits, you must also enroll by 30 Nov. 2023; if you do not, you will be suspended in the definitive ranking list and you have time to enroll until 5 Apr. 2024, as specified below.

If you do not enroll in the Master at all (by 5 Apr. 2024), EDISU will evaluate the possibility to convert your application into the 7<sup>th</sup> semester one.

**Attention:** if you confirm the economic data to apply for the 7<sup>th</sup> semester of bachelor's degree and then you decide to convert your application for the 1<sup>st</sup> year of Master's, you cannot maintain the economic data confirmation but you must submit new consular documents by the deadlines specified in the section "application" of this booklet.

### Merit requirements

Successive year students, including further semesters, must have achieved and registered the credits specified in the following tables within 10 August 2023.

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. 2022/2023.**

Both students who were assigned an accommodation in 2022/23, the ones who applied for delayed check-in in 2022/23 and the ones still set in the 2022/23 scrolling ranking list, not assigned at 30 June 2023, 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
2022/23	***	35
2021/22		90
2020/21 (extra semester)		150

### BACHELOR'S DEGREE, PART-TIME

Year of first enrolment	Required credits within 10 August 2022	
	STANDARD APPLICATION	
2022/23	16	
2021/22	52	

<sup>21</sup> Art 14 paragraphs 1,2,3,4 and 6 Notice of Competition 23/24.

### 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
2022/23	<b>***</b>	35
2021/22		90
2020/21		150
2019/20		210
2018/19 (extra semester)		270

### 5 YEARS SYNGLE CYCLE MASTER DEGREE, PART-TIME

Year of first enrolment	Required credits within 10 August 2022	
	STANDARD APPLICATION	
2022/23	16	
2021/22	52	
2020/21	88	
2019/20	124	

### 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
2022/23	<b>***</b>	35
2021/22		90
2020/21		150
2019/20		210
2018/19		270
2017/18(extra semester)		330

### 6 YEARS SYNGLE CYCLE MASTER DEGREE, PART-TIME

Year of first enrolment	Required credits within 10 August 2022	
	STANDARD APPLICATION	
2022/23	16	
2021/22	52	
2020/21	88	
2019/20	124	
2018/19	160	

### MASTER'S DEGREE, FULL-TIME

Year of first enrolment	Required credits within 10 August 2023 according to the type of application	
	STANDARD APPLICATION	BENEFITS CONFIRMATION FOR MERIT
2022/23	<b>***</b>	40
2021/22 (extra semester)		90

### MASTER'S DEGREE, PART-TIME

Year of first enrolment	Required credits within 10 August 2023	
	STANDARD APPLICATION	
2022/23	18	

**\*\*\* Attention:** the standard application merit requirements differ according to the course you are enrolled 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 ("sovranumerari").
5. Credits from the 24 CFUs teacher habilitation course

Differently from first year students, successive year students do not need to meet any merit requirement during the 2023/24 academic year in order to maintain 2023/24 scholarship but they cannot withdraw their enrollment during the a. y 2023/24.

### Bonus<sup>22</sup>

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.

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;
- 9 bonus credits: to apply for the successive year after the third one (Single Cycle Master's degree students)

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 3<sup>rd</sup> year benefits (full-time), 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.

**Master's degree part-time students** can use at most 9 bonus credits from their Bachelor's career even if they got their Bachelor's with a full-time enrolment and they have more than 9 bonus credits left.

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

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<sup>22</sup> Art. 14 par. 3 Notice of competition 23/24

### Career credit recognition from single courses, or previous academic careers<sup>23</sup>

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**: no 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**: no modification;
    - b. **30 to 79 credits**: backdated of one year;
    - c. **80 or more credits**: backdated of two years.
  3. Single cycle master degree courses
    - a. **0 to 24 credits**: no modification;
    - b. **25 to 79 credits**: backdated of one year;
    - 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 2023/24 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 14 November 2023, students must submit the online complaint procedure within 14 November 2023 (at noon),
3. after 14 November 2023, students must inform Edisu as soon as possible via ticketing, These students are considered as first year for the academic year 2023/24, 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 2023.

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<sup>23</sup> Art. 14 par. 5 Notice of Competition 23/24

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.

**Attention:** Students who enroll in a Piemonte's university in 2023/24 and applied for **career credit recognition from a foreign career must achieve and register at least 20 credits in any case, within 10 August 2024** (in order to receive scholarship's second instalment) or within 30 November 2024 (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 courses<sup>24</sup>

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 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 2022/23 and then he/she decides to make a transfer, In the academic year 2023/24 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 2024 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 14 Nov. 2023, scholarship complaints deadline, they must open a ticket).

The credit recognition must be completed by **30 Nov. 2023**; students who get the credits recognition later will be suspended in the definitive ranking list of 13 Dec. 2023 and can be set in the definitive ranking list on 30 Apr. 2024 if they **get the credit recognition within 5 Apr. 2024**. Being winner in that ranking list depends on the availability of funds.

#### New enrolment after withdraw ("rinuncia agli studi")

Students that withdrew from a previous career and enroll in a new one can apply for the EDISU scholarship only if they did not benefit from a scholarship related to the same year unless they return the scholarship amount they had won in that year. The deadline to return the amount is 14 November 2023.

For example, if you studied in a BA until the second year, benefitted from a scholarship for the first year only, withdrew and enrolled in a new BA, you cannot apply for the scholarship of the new first year but you can apply for the second year one.

**Attention:** before withdrawing, you should ask your university about the possibility to do that without applying for a new study visa.

#### Double enrolment: 20% scholarship increase

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.

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<sup>24</sup> Art. 14 par. 4 Notice of competition 23/24

If both courses are in Piemonte but one is as a successive year and the other is a first year, **you must choose the successive year course as 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 for the Italian students<sup>25</sup>

Otherwise, International students whose families reside abroad must apply with the following instructions, according to 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.

### EU students and students with the Italian citizenship with family living abroad<sup>26</sup>

EU students (**also students with the Italian citizenship**) whose families reside abroad 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 or CIE

These students must:

1. **register to EDISU Online Services with a Temporary Login Code 2023/24<sup>27</sup>: 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](http://www.edisu.piemonte.it) at the section Data> Forms> Scholarship> Form\_minorenne. It is possible to attach it together with the ID or to send it by ticket, after the application submission.

##### b. Students who already have the SPID or CIE<sup>28</sup>

These students must:

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

- **Deadline for the online application: 5 September 2023 at noon (Italian time)**

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<sup>25</sup> Art. 7 Notice of Competition 23/24.

<sup>26</sup> Art. 31 par. 2 Notice of Competition 23/24.

<sup>27</sup> For information about Temporary Login Code 2023/24, find the "online services" section of our website.

<sup>28</sup> We remind that all the students with "residenza anagrafica" in Italy must get a SPID or CIE code; 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. 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 in the application and within the deadline specified above (5 Sep. 2023 at noon, Italian time). 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 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 a readable .PDF format and each file must contain the whole documentation of a specific type required (e.g. one 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 students cannot meet the above-mentioned deadlines**, he/she will be excluded from the provisional ranking lists. He/she can be set in the definitive ranking lists if he/she submit the required and correct documents within the complaints deadlines **by the complaint online procedure** (see the section CONSULAR DOCUMENTS ASSESSMENTS AND INTEGRATION).

**Warning:** the evaluation of the documents not uploaded within the 5 Sep. 2023 will not be published in the provisional ranking lists. If you submit the documents after 5 Sep. 2023 but within the complaint deadlines, the evaluation will be published in the definitive ranking list directly, **without possibility to submit any further complaint**.

## Extra-EU students with family living abroad<sup>29</sup>

Extra-EU students whose families reside abroad 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 or CIE<sup>30</sup>**  
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 or CIE**  
These students must:
  1. **register to EDISU Online Services with a Temporary Login Code 2023/24<sup>31</sup>; 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) 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.

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<sup>29</sup> Art. 31 par.s 1.1, 1.2, 1.3, 1.4, 1.5 Notice of competition 23/24

<sup>30</sup> We remind that all the students with "residenza anagrafica" in Italy must get a SPID or CIE; 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.

<sup>31</sup> For information about Temporary Login Code 2023/24, find the "online services" section of our website.

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 the online application: 5 September 2023 at noon (Italian time)**

## 2. **Step 2: Submission of the documents by post mail.**

Successive year students who can confirm the **previous year economic data** (see pp. 9-10) will find the related option in the online application directly: they do not need to submit any documents as described below.

Students who cannot confirm the **previous year economic data** (see pp. 9-10) must submit to EDISU, **after the online application submission** (step 1):

- 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. **copy of the passport;**
- c. **official tax code (issued by the Italian embassy in their country or *Agenzia delle entrate*);**
- d. **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](http://www.edisu.piemonte.it) at the section Data> Forms> Scholarship> Form\_minorenne.

**The documents must be submitted only 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. 2023/2024*", addressed to the following address:  
*EDISU PIEMONTE, Via Madama Cristina 83, 10126, TORINO, Italy.*

The documents must **arrive** to EDISU by the:

- **5 September 2023** for the scholarship and accommodation application
- **1 October 2023** for the scholarship only application

If students cannot meet the above-mentioned deadlines, he/she will be excluded from the provisional ranking lists. He/she can be set in the definitive ranking lists if the required documents arrive to EDISU within the complaints deadlines (see the section CONSULAR DOCUMENTS ASSESSMENTS AND INTEGRATION).

**Warning:** the evaluation of the documents that do not arrive by 5 September 2023 (scholarship and accommodation application) or 1 October 2023 (scholarship only application) will not be published in the provisional ranking lists. If you submit the documents after those deadlines but within the complaint deadlines, the evaluation will be published in the definitive ranking lists directly, **without possibility to submit any further complaint**.

### **Visa delay**

**First year students** that apply for the accommodation and **need a study visa for the 2023/24 enrollment** must **declare this condition during the online application**. If they miss the accommodation complaint deadline but submit all the required documents within the scholarship complaint deadlines and enroll in the university within 30 Nov. 2023, they will be excluded in the accommodation definitive ranking list on 22 Sep. 2023 but will be set in the definitive accommodation scrolling ranking list on 13 Dec. 2023.

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

## 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 the 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.

### Modification<sup>32</sup>

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 students<sup>33</sup>.

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.

### Complaints<sup>34</sup>

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 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”).

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<sup>32</sup> Art. 7 par. 5 Notice of Competition 23/24

<sup>33</sup> Art. 8 par. 1.2 Notice of Competition 23/24.

<sup>34</sup> Art. 7 par. 6 Notice of Competition 23/24.

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.

### Renounce<sup>35</sup>

From **6 September 2023** 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 2023/24, the second one with subject “Renounce receipt”). The outcome of the renounce will be notified by email.

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<sup>35</sup> Art. 7 par. 7 Notice of Competition 23/24.

## DEADLINES

### Single deadline of the online application for all kinds of students<sup>36</sup>

**5 September 2023**

**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).

### 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 down here to find your deadline.

**Attention:** The consular documents must arrive to EDISU within the deadlines specified below; the evaluation of the documents that do not arrive by those deadlines will not be published in the provisional ranking lists but, if you submit the documents by the complaints deadlines, it will be in the definitive ones, without the possibility to complain.

	FIRST YEAR	SUCCESSIVE YEAR (That cannot confirm the previous year economic data)
EU/Italian students	5 September 2023	5 September 2023
Extra-EU students accommodation and scholarship application	5 September 2023	5 September 2023
Extra-EU students scholarship only application	1 October 2023	1 October 2023

<sup>36</sup> Art. 10 par. 2, art. 16 par. 2 Notice of Competition 23/24.

## CONSULAR DOCUMENTS ASSESMENT AND INTEGRATION<sup>37</sup>

### 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 by courier or *raccomandata con ricevuta di ritorno* (extra-EU students)**

EDISU will send an email to the address he/she wrote in the application EDISU 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.**

The evaluation outcomes **will be published together with the provisional ranking lists in the evaluation panel within your personal account of the EDISU website.**

If there are problems with your documents or some missing documents, it will be notified and explained in the evaluation panel and you can integrate by submitting new documents (by post, as per the step 2 of the application) that must arrive by the deadlines specified in the table below.

**Attention:** the evaluation of the documents that do not arrive by the deadlines at p. 28 will not be published with the provisional ranking lists but, if you submit the documents by the complaints deadlines, it will be in the definitive ones, without the possibility to complain. Therefore, we suggest you submit the documents in advance so you can have a provisional feedback.

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

The evaluation outcomes **will be published together with the provisional ranking lists in the evaluation panel within your personal account of the EDISU website.**

If there are problems with your documents or some missing documents, it will be notified and explained in the evaluation panel and you can integrate by uploading new documents with the online complaint procedure.

**Attention:** the evaluation of the documents that do not arrive by the deadlines at p. 28 will not be published with the provisional ranking lists but, if you submit the documents by the complaints deadlines, it will be in the definitive ones, without the possibility to complain. Therefore, we suggest you submit the documents in advance so you can have a provisional feedback.

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<sup>37</sup> Art. 31 par. 3 notice of competition 23/24.

## Integration of consular documents

If EDISU notifies the students about a lack of documentation, he/she can integrate the documents within a certain deadline. 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 Bachelor's and Single Cycle Master's courses	FIRST YEAR Master's courses	SUCCESSIVE YEAR (That cannot confirm the previous year economic data)
EU/Italian students accommodation and scholarship application	18 Sep. 2023		18 Sep. 2023
EU/Italian students scholarship only application	31 Oct. 2023 (to be set in the 8 Nov. definitive ranking list) or 14 Nov. 2023	14 Nov. 2023	14 Nov. 2023
Extra-EU students accommodation and scholarship application	18 Sep. 2023 <sup>38</sup>		18 Sep. 2023
Extra-EU students scholarship only application	31 Oct. 2023 (to be set in the 8 Nov. definitive ranking list) or 14 Nov. 2023	14 Nov. 2023	14 Nov. 2023

<sup>38</sup> Students that need a study visa for the 2023/24 enrolment and miss the 18 Sep. deadline can be set in the accommodation scrolling ranking list on 13 Dec. 2023 if they submit all the required documents within the scholarship complaint deadline and enroll in the university within 30 Nov. 2023.

## RANKING LISTS<sup>39</sup>

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

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

1. In the **provisional** ranking 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** ranking 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 students who did not complete the enrolment by 30 Nov. 2023 and for successive year students who do not meet the merit requirements on 30 Nov. 2023 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 **ranking lists** are published in the **following dates.**

### 1. Accommodation service

	PROVISIONAL RANKING LIST	COMPLAINTS	DEFINITIVE RANKING LISTS
First years and Successive years	12 September 2023 at noon	From 12 to 18 September 2023 at noon	22 September 2023 at noon

First year extra-EU students who apply for the accommodation and need a study visa for the 2023/24 enrolment who miss the 18 Sep. 2023 deadline but submit all the required documents within 14 Nov. 2023 and enroll in the university within 30 Nov. 2023 will be excluded in the accommodation definitive ranking list on 22 Sep. 2023 but will be set in the definitive accommodation scrolling ranking list on 13 Dec. 2023.

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<sup>39</sup> Art. 11 (first years), 16 (successive years) Notice of Competition 23/24.

## 2. Scholarship

	PROVISIONAL RANKING LIST	COMPLAINTS	DEFINITIVE RANKING LISTS
First years of Bachelor's and Single Cycle Master's degree*	19 October 2023 at noon	From 19 October to 31 October 2023 at noon	8 November 2023 at noon
First years of Master's degree and Successive years	19 October 2023 at noon	From 19 October to 14 November 2023 at noon	13 December 2023** at noon

\* Students who submit all the required documents and enrol in their university by 31 Oct. 2023 can be set in the **definitive ranking list of 8 Nov. 2023** in order to get the first instalment payment earlier (see the section "Payments" of this booklet); otherwise, they can be set in the definitive ranking list of 13 Dec. 2023 if they submit all the required documents by 14 Nov. 2023 and enrol in their university by 30 Nov. 2023.

\*\* If students are SUSPENDED in the 13 Dec. 2023 definitive ranking list, they can be set in new ranking lists (for scholarship only) **if they enrol** (first year students) **or get the CFUs recognized** (successive year students) **within 5 April 2023**. The new ranking list will be published as follows:

PROVISIONAL RANKING LIST	COMPLAINTS	DEFINITIVE RANKING LIST
20 march 2024 at noon	From 20 march to 5 April 2024 at noon	30 April 2024 at noon

### Ranking list criteria

Scholarship amounts firstly are divided proportionally among the universities<sup>40</sup> 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 (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.

**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 years<sup>41</sup>.**

<sup>40</sup> Art. 1 par. 4 Notice of Competition 23/24.

<sup>41</sup> Art. 11 par. 1 Notice of Competition 23/24.

### Successive year students:

For successive year students, the ranking lists are sorted by the following priority order<sup>42</sup>:

- **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).

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.

## ACCOMMODATION:

### ACCEPTANCE, EXPRESSION OF INTEREST, ASSIGNATION

After the publication of the accommodation's definitive ranking list on 22 Sep. 2023, **students must accept it online or declare their interest.**

#### Online acceptance (for winner students)<sup>43</sup>

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 22 to 26 September 2023 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 2023 and 30 September 2024 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

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<sup>42</sup> Art. 16 par. 1 Notice of competition 23/24.

<sup>43</sup> Art. 33 par. 1 Notice of Competition 23/24.

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 2023 and 30 September 2024**. Periods preceding 1 October 2023 and following 30 September 2024 cannot be considered. Please note that period of stay abroad cannot be related to a mobility project for the academic year 2024-2025.

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 section "Declaration of house rental" of this booklet) 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 "**Commuter students**" in order to **determine the scholarship's amount**.

### Expression of interest (for eligible students)<sup>44</sup>

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 22 September to 26 September 2023 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 2023 and 30 September 2024 only)<sup>45</sup>;

<sup>44</sup> Art. 33 par. 2 Notice of Competition 23/24.

<sup>45</sup> Art. 33 par. 4.1 Notice of Competition 23/24.

#### 4. I'm interested with option "Collegio Renato Einaudi"<sup>46</sup>.

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 (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 28 September 2023.

#### Accommodation assignment period<sup>47</sup>

Type of student	Assignment period
Successive years	From 5 October 2023 to 25 September 2024
Extra semesters	From 5 October 2023 to 31 March 2024
First years (bachelor's, master's, single cycle master's)	From 5 October 2023 to 25 September 2024**

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

**New provisions:** first year students that do not get 20 CFUs by 10 Aug. 2024 can re-enter the accommodation service in Sep. 2024. However, it is not guaranteed that the room/dorm will be the same.

If they do not reach the 20 CFUs by 30 Nov. 2024, they have to return the accommodation amount to EDISU (8,18 € per night).

#### 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](mailto: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 5 Oct. 2023 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 Bachelor's 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);

<sup>46</sup> Art. 33 par. 5 Notice of Competition 23/24.

<sup>47</sup> Art. 34 par. 4 Notice of Competition 23/24.

- are attending a university-related course or internship in other cities for a short period (supported by documentation);
- cannot arrive to Italy by the assignment date

can have their accommodation reserved until 31 Dec. 2023, if they apply for the delayed check-in.

In that case, the deduction of the accommodation value out of the scholarship amount will be calculate starting from the assignment day, not from the check-in day.

### Scrolling ranking list during the academic year<sup>48</sup>

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](mailto:assegnazioniresidenze@edisu-piemonte.it). If students refuse the accommodation assigned from scrolling ranking list, they will **NOT** be considered "resident students" for the scholarship amount<sup>49</sup>.

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 2023/24 enrolment who miss the 18 Sep. 2023 deadline but submit all the required documents within 14 Nov. 2023 and enroll in the university within 30 Nov. 2023 will be set in the **definitive accommodation scrolling ranking list on 13 Dec. 2023**.

### Accommodation assignment<sup>50</sup>

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

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<sup>48</sup> Art. 33 par. 3 Notice of Competition 23/24.

<sup>49</sup> Art. 33 par. 3.2 Notice of Competition 23/24.

<sup>50</sup> Art. 34 Notice of Competition 23/24.

## NON-RESIDENT STATUS – DECLARATION OF HOUSE RENTAL<sup>51</sup>

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 length of the contract must cover at least 10 months of the academic year (the academic year lasts from 1 September 2023 to 30 September 2024 by convention), or 5 months for students applying for a further semester.

The price of the rent does not matter: it is important that the accommodation is by payment and not for free. The declaration of house rental is available in EDISU's personal page in Online Services, only during the timeframes listed below.

### SUBMISSION OF THE DECLARATION OF HOUSE RENTAL CONTRACT

<p>Bachelor's degree and Single Cycle Master's degree students that enroll in the university within 31 Oct. 2023.</p>	<p><b>From 19 October to 3 November 2023</b> at noon</p> <p>To be <i>non-resident</i> in the definitive ranking list of 8 Nov. 2023</p> <p>(for students that are not in that ranking list, the procedure will be open again as specified below)</p>
<p>First year (all kinds of course) and successive year students</p>	<p><b>From 19 October to 23 November 2023</b> at noon</p> <p>To be <i>non-resident</i> in the definitive ranking list of 13 Dec. 2023</p>
<p>First year and successive year students SUSPENDED in the 13 Dec. 2023 ranking list</p>	<p><b>From 20 March to 23 April 2024</b> at noon</p> <p>To be <i>non-resident</i> in the definitive ranking list of 30 Apr. 2024</p> <p>Students who won the <i>commuter</i> amount in the ranking list of December can submit their contract in this timeframe in order to get their scholarship amount changed from the <i>commuter</i> into the <i>non-resident</i> one.</p> <p><b>Attention:</b> that is possible only if there is availability of funds.</p>

<sup>51</sup> Art. 8 Notice of Competition 23/24.

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

During the filling out of the procedure, students must attach in .pdf format the related document (receipt or contract itself) and select one of these three options:

1. **House rental ("A titolo locativo"):** for students renting a room or a house. In that case, students must attach the receipt of registration of the contract in "*Agenzia delle entrate*". The length of the contract must cover at least 10 months of the academic year (the academic year lasts from 1 September 2023 to 30 September 2024 by convention), or 5 months for students applying for a further semester.
1. **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. In that case, students must attach the contract itself or other kinds of receipt (no need to register this kind of contracts in the "*Agenzia delle entrate*"). The length of the contract must cover at least 10 months of the academic year (the academic year lasts from 1 September 2023 to 30 September 2024 by convention), or 5 months for students applying for a further semester.
2. **International mobility ("A diverso titolo oneroso, all'estero nell'ambito di programma di mobilità internazionale"):** for students studying abroad for an international mobility project. In that case, students must attach the contract itself or other kinds of receipt (no need to register this kind of contracts in the "*Agenzia delle entrate*").

The contract of house rental must meet the following requirements.

2. It must be regularly registered at the "*Agenzia delle Entrate*" (only for "*titolo locativo*" contracts);
3. The name of the student must be shown on the contract.: the contract can be also in name of one of the student's parents but they do not have to live with the student. If the student lives with a sibling and the contract is registered in the name of the sibling, the name of the student must be included in the contract in any case.
4. The rent 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 [www.edisu.piemonte.it](http://www.edisu.piemonte.it)).
5. The length of the contract must cover at least 10 months of the academic year (the academic year lasts from 1 September 2023 to 30 September 2024 by convention), or 5 months for students applying for a further semester.
6. The registration of the contract at the "*Agenzia delle Entrate*" must be completed when the students fill the procedure since it is necessary to insert the identification number of the contract.

### Renewal, extension or change of house rental contract

Students who submit a contract that does not cover the length required, included the contracts with automatic renewal ("*tacito rinnovo*") will run for the *commuter* amount of scholarship. When the contract expires (even if with "*tacito rinnovo*"), they have to send a new contract or the renewal by ticket in order to get the *non-resident* amount. This is possible only if there is availability of funds.

That is valid also for students that change their contract during the academic year.

Successive year students and first year students that certify the merit to get the last instalment in advance must send the renewal or the new contract by opening a ticket within 31 May 2024;

First year students that meet the merit requirements by 10 Aug. 2024 must send the renewal or the new contract by opening a ticket within 31 October 2024.

If students do not communicate the variations, they will get the *commuter* amount: if they already got the *non-resident* amount, they will have to return the difference to EDISU.

Indeed, EDISU checks the regularity of the house contracts for the *non-resident* students: if there are any doubts about the regularity, EDISU can suspend the payment of the second instalment and ask the students for further receipts, which must be registered in the student's name.

## PAYMENTS

The scholarship is paid in two instalments, 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.<sup>52</sup>

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 **10 December 2023** 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)<sup>53</sup> may have problems or delay with payments in **foreign SEPA** bank accounts. In those cases, informing EDISU about your domicile address in Italy is compulsory: until EDISU get the domicile address in Italy, it is not possible to go on with the payments of the scholarship instalments.

EDISU is not accountable for those problems or delay.

The payment will be arranged in the following periods.

### First years<sup>54</sup>

#### First instalment (50% of the total amount)

Students winner of scholarship receive the amount in two instalments.

The first instalment is paid automatically as follows:

	Bachelor's and Single Cycle Master's degree  Winners in the 8 Nov. 2023 Definitive ranking list	All the first year students  Winners in the 8 Nov. Definitive ranking list or in the 13 Dec. 2023 Definitive ranking list		Students suspended in the Dec. Ranking list  Winners in the 20 Apr. 2024 Definitive Ranking list
Deadline to submit the IBAN code	8 Nov. 2023	10 Dec. 2023	28 Feb. 2024	10 may 2024
Payment	20% of the total amount: From middle November 2023  30% of the total amount: From end December 2023	From the end of December 2023	From the end of March 2024	From the end of May 2024

<sup>52</sup> Art. 7 par. 3 Notice of Competition 23/24.

<sup>53</sup> The list of high risk Countries is available in the UE official website.

<sup>54</sup> Art. 12 par. 1 and 2 Notice of Competition 23/24.

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 31 May 2024	From the end of June 2024 (available in the bank account from mid-July)	Between 1 April and 10 June 2024 at noon
	Minimum 20 credits within 10 August 2024	From the end of November 2024 (available in the bank account from December)	Not required*

**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 31 May 2024 in the main course + Minimum 20 credits within 31 May 2024 in the second course (if <b>first</b> year enrolment   the second course)	From the end of June 2024 (available in the bank account from mid-July)	Between 1 April and 10 June 2024 at noon
Minimum 20 credits within 10 August 2024 in the main course + Minimum 20 credits within 10 August 2024 in the second course (if <b>first</b> year enrolment in the second course)	From the end of November 2024 (available in the bank account from December)	Not required*
Minimum 20 credits within 31 May 2024 in the main course + Credits required for the successive year application (if <b>successive</b> year enrolment in the second course)	From the end of June 2024 (available in the bank account from mid-July)	The merit requirements for the second course must be declared while filling the application
Minimum 20 credits within 10 August 2024 in the main course + Credits required for the successive year application (if <b>successive</b> year enrolment in the second course)	From the end of November 2024 (available in the bank account from December)	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.

If students do not submit the IBAN by the deadlines in the table above, there will be further payments of first installment during the payment of the second one. However, **Failure to transmit the IBAN within 31 December 2025 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 years<sup>55</sup>

First instalment (50% of the total amount)

IBAN transmission	Payment of the first instalment
Within 10 Dec. 2023	From the end of December 2023
Within 28 Febr. 2024	From the end of March 2024
Within 30 Apr. 2024	From the end of May 2024

**Second installment (remaining 50% of the total amount):** starting from the end of June 2024. (available in the bank account from mid-July)

### 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 credis within 31 May 2024 in the second course	From the end of June 2024 (together with the second (available in the bank account from mid-July)	Between 1 April and 10 June 2024 at noon
Minimum 20 credis within 10 August 2024 in the second course	From the end of November 2024 (available in the bank account in December)	Not required*

**Failure to transmit the IBAN within 31 December 2025 make the instalments undue.**

<sup>55</sup> Art. 17 par. 1 Notice of Competition 23/24.

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 ASSESSMENTS<sup>56</sup>

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. 2023/24, 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 2025 and will finish within 30 June 2025.**

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 2021/2022 Notice of competition, Restituzione benefici.

It is a reason for revocation of benefit (as in art. 3 of 2023/2022 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 thresholds<sup>57</sup>.

## 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)<sup>58</sup>.**

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

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<sup>56</sup> Art. 39 Notice of Competition 23/24.

<sup>57</sup> Art. 44 Notice of Competition 23/24.

<sup>58</sup> Art. 5 Notice of Competition 23/24.

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

## CONTACTS

### Offices



*Students must check the times, addresses and the availability of the front desk offices on the website [www.edisu.piemonte.it](http://www.edisu.piemonte.it), before going there.*

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

Facebook: @edisupiemonte

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