



GUIDELINES
SCHOLARSHIP AND
ACCOMMODATION SERVICE
A.Y. 2021/22

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



EDISU
PIEMONTE
Ente per il Diritto allo Studio Universitario

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This leaflet 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 2021/2022 are mentioned in the notes.
More information available on EDISU website:
www.edisu.piemonte.it

STEP-BY-STEP GUIDELINES

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

BEFORE APPLICATION

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

Check pp. 4-5 for the information about our agency and a list of our benefits. See pp. 5-7 for the scholarship amounts.


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

Check pp. 7-10 in order to know what documents you need. Check p. 11 for the information about ISEE Parificato.

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

Check p. 11 for economic thresholds and pp. 12-17 for the merit requirements.

4. Does EDISU take special measures for the Covid-19 health emergency?

Whenever you find the symbol  that is a paragraph related to the special measures for 2021/2022 only, due to the current health emergency.

APPLICATION

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

Check pp. 17-26 for application instructions: remember that the application procedures change according to your citizenship and the academic year you are enrolled in. Do not forget to meet the deadlines! (pp. 30-31)

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

See how to modify your application at pp. 29-30. See pp. 32-33 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. 34-36 for the accommodation ranking list and pp. 36-39 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. 39-41 for the rental agreement submission; see pp. 42-43 for the table that shows the *non-resident* scholarship amounts according to the type of application.

8. How will EDISU pay my scholarship?

Check pp. 43-45 for our payment system.

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

Check pp. 34-36 for the scholarship ranking list.

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

Check pp. 12-17 for merit requirements and pp. 43-45 for the payment of the scholarship installments.

11. What happen if I cannot maintain my benefits?

Check p. 45 for the merit/economic assessments and the benefit revocation.

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.**
4. **Extraordinary contribution.**

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

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

ACCOMMODATION SERVICE

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

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

Torino/Grugliasco: 33places

Alessandria: 0 places

Cuneo: 0 places

Novara: 1 place

Vercelli. 1 place

The lower number of available places, compared to the A.Y. 2019/20, is due to the Covid-19 health emergency related laws, which forbid from providing double rooms or multi-bed rooms: if any new law change the rules, the available accommodation will be:



Torino/Grugliasco: 43 places

Alessandria: 0 places

Cuneo: 0 place

Novara: 2 places

Vercelli. 2 place

EU students must refer to accommodation places for EU and Italian students²

¹ Art. 11 par. 1 Notice of Competition 21/22.

² Art. 32 Notice of Competition 21/22

SCHOLARSHIP

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

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

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

The scholarship amount varies according to the following factors⁴.

1. Part-time or full-time enrolment.
2. "ISEE Universitario/Parificato" value between € 0,00 and € 15.749,00, or between € 15.749,01 and € 23.626,00.
3. The type of student (resident, commuter, non-resident), identified according to the travelling times by public transport between the student's hometown and the location of the course.

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 and commuter students

Type of student	ISEE Universitario/Parificato ≤ € 15.749,00	ISEE Universitario/Parificato > € 15.749,00
RESIDENT	€ 1.832,00	€ 1.471,00
COMMUTER	€ 2.749,00	€ 2.169,00

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

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

EDISU will consider as "COMMUTER STUDENTS", for determining the amount of scholarship, the students who check in and then refuse the accommodation after the check-in (these students must also pay back an amount of € 7,57 for each day spent in the accommodation).

Non-resident students

1) Non-resident students applying for Edisu's accommodation service

- a. Assigned to an accommodation in Edisu residence for 11 months

³ Art. 1 par. 1, 2 and 3 Notice of Competition 21/22.

⁴ Art. 5 par. 1 and 2 Notice of Competition 21/22.

	ISEE Universitario/Parificato/Dottorati ≤ € 15.749,00	ISEE Universitario/Parificato/Dottorati > € 15.749,00
Scholarship's amount*	€ 2.608,00	€ 1.725,00

Tax costs are included in the amount.

- 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.

	ISEE Universitario/Parificato/Dottorati ≤ € 15.749,00	ISEE Universitario/Parificato/Dottorati > € 15.749,00
Scholarship's amount	€ 5.108,00	€ 4.225,00



Also Extra-EU students enrolled in first years coming in Italy with a study visa for the enrollment 2021/22 who apply for the accommodation but are excluded in the definitive accommodation ranking list (21 Sep. 2021) because of missing visa and/or missing consular documents and/or missing ISEE Parificato can compete for the amount in the table above if they submit the documents within deadlines of table at pages 20-21

In order to receive the scholarship amount comprehensive of the monetary value of the accommodation service not enjoyed, 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 who do not apply for Edisu’s accommodation service

	ISEE Universitario/Parificato/Dottorati ≤ € 15.749,00	ISEE Universitario/Parificato/Dottorati > € 15.749,00
Scholarship's amount	€ 2.821,00	€ 2.206,00

Belong to this category also:

- Students who **delete the request for accommodation service within the application deadline** by clicking on “delete request for accommodation”;
- Students who submit **“renounce of accommodation” within 15 September 2021 at noon (12:00)** through the “complaint procedure” related to the accommodation service’s provisional ranking list;
- Students who result as “excluded” from the accommodation service’s definitive ranking list for other reasons, but result as “winner” in scholarship’s definitive ranking list (except the Extra-EU students enrolled in first years coming in Italy with a study visa for the enrollment 2021/22 who apply for the accommodation but are excluded in the definitive accommodation ranking list because of missing visa and/or missing consular documents and/or missing ISEE, see above, point b.).

All students belonging to the abovementioned categories must submit a house rental contract in order to receive the scholarship’s amount for “Non-resident” students, in accordance with methods and timing indicated in art.8 paragraph 2. Otherwise, they will be considered “Commuter” for the scholarship amount.

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

Type of student	ISEE Parificato/Dottorati ≤ € 15.749,00	ISEE Parificato/Dottorati > € 15.749,00
Resident	€ 433,00	€ 292,00
Commuter	€ 554,00	€ 369,00
Non-resident, who do not submit any house rental contract		
Non-resident, who submit a house rental contract	€ 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 abroad, first have to obtain some particular consular documents, then they have to go to a CAAF Office (Authorized Center for Fiscal Assistance) and ask for an "ISEE Parificato".

Consular documents

International students who do not have to submit consular documents⁵

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

1. **International students whose families reside in Italy:** only the "ISEE Universitario" certificate is required, and they have to submit the application in the same way Italian students do⁶.
2. **Extra-EU students whose families reside in a Extra-EU countries, 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 2021/2022 and that applied for and obtained an Edisu benefit in 2020/2021 submitting a new "ISEE Parificato" or confirming the economic data submitted in 2019/2020 or 2018/2019. **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**



*EU students enrolled in **successive year or last semester**, who applied for and obtained an Edisu benefit in 2020/2021, can submit the same documents they used for the 20/21 application if they cannot collect new documents because the authorities in charge are unable to issue or legalize them due to Covid-19 health emergency.*

That is possible only if the family-economic situation did not change compared to the one of 2020/2021.

International students who have to submit consular documents⁷

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

1. first year students⁸;
2. successive year or last semester students who cannot confirm their economic data (see above);

⁵ Art. 30 par. 1 Notice of Competition 21/22.

⁶ Art. 7 Notice of Competition 21/22.

⁷ Art. 30 par. 2 Notice of Competition 21/22.

⁸ Also the ones who applied for 2020/21 first year benefits but were excluded because of missing visa or uncomplete enrolment.

3. students who apply for the seventh semester of Bachelor's Degree and first year of Master's Degree;

List of consular documents⁹

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

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

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

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

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 2019 and 2020 and that they have been living on their own for 2 years at least. The income must be 6,500.00 € per year at least if earned in Italy or another EU country.

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 (i.e. income from work in 2018 and 2019 and living on their own for 2 years at least).

2. **the annual household incomes earned abroad during 2019.** The incomes of each member in the family unit (included the adult siblings whose data appear on the family composition certificate) must be taken into account.

If the certificates about 2019 are not available, documents relating to 2020 income are acceptable **only for extra-EU students;** EU students must submit 2019 related incomes.

Certificates considering periods belonging to two different years (e.g. from Mar. 2019 to Mar. 2020) are not accepted. For the countries whose fiscal calendar or solar calendar is different from the Italian one, it is possible to submit the incomes that cover the whole Italian solar calendar (e.g. from Mar. 2019 to Mar. 2020 + from Mar. 2020 to Mar. 2021, so that the whole 2020 is covered).

If the student's parents or other adult members of the family do not work, the documents must specify their unemployment condition: for unemployed adult siblings, the certificate of enrollment to schools or universities is acceptable as unemployment certificate.

Whenever there are any retired members in the student's family unit, the student must provide a certificate on the retirement, stating the retirement's amount for at least one month.

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

3. **the bank accounts/deposits and any other movable assets (bonds, shares etc.) possessed by each member included in the family unit on 31 December 2019.** This document is compulsory but it must be translated only (acceptable also in English or French), not legalized.

4. **the immovable assets (real estate) possessed by all of the family members.** This document is required even if none of the adult members of the family possesses any assets, or if it is not possessed anymore when the document is issued.

Rental agreements do not substitute the lack of property documents.

The property certificate must compulsorily specify the square meters of the property.

Assets documents relating to lands are not required.

EU students must submit the immovable assets document referred to 31 Dec. 2019

These certificates must be:

1. issued by the competent authorities of the countries where the incomes are produced and the properties are located;

⁹ Art. 30 par. 3 Notice of Competition 21/22.

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

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

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

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

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

Documents about the **family's composition and assets** must be compulsorily issued in 2021.

The translation and legalization procedures of all the documents listed above must be done in 2021. Translations and legalization with a date before Jan. 1st 2021 are not acceptable.

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

EU students: particular requirements for consular documents¹⁰

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

- Self-made translation is not acceptable but an official translator must do it.
- Income documents can be referred **to 2019 only**
- Assets documents must refer to **31 December 2019**
- If the student was winner of the EDISU scholarship in a previous year, he/she must submit the details of the bank account on which he/she received the EDISU scholarship.

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

International students with a part of the family residing in an EU country and the other part residing in an Extra-EU country¹¹

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

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

- Income documents must be referred **to 2019 only**
- Assets documents must refer to **31 December 2019**

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.

¹⁰ Art. 30 par. 7 Notice of Competition 21/22

¹¹ Art. 30 par. 6 Notice of Competition 21/22.

International students with a part of the family residing in Italy and the other part in a foreign country¹²

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 Universitario" which includes the student and the family members living in Italy.

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

Successive year extra-EU students who applied and got an EDISU benefit in 2020/21 cannot confirm the economic data but they need to submit a new ISEE Universitario and a new ISEE parificato.

Concerning the consular documents, they can use and submit the copy of the ones they submitted to EDISU previously.

Students coming from particularly poor countries¹³

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

Students with international protection and stateless students¹⁴

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

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

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

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

The economic condition of students with international protection and stateless students will be evaluated exclusively on the Italian incomes and assets and they must submit an ISEE Universitario. Further status will be taken into account during the assessment of the documentation.

¹² Art. 30 par. 6 Notice of Competition 21/22.

¹³ Art. 30 par. 4 Notice of Competition 21/22.

¹⁴ Art. 30 par. 5 Notice of Competition 21/22.

"ISEE Parificato"

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

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

Students can apply for EDISU scholarship and accommodation only if their "ISEE Parificato"/"ISEE Universitario" and ISPE values do not exceed the following thresholds¹⁵.

ISEE Parificato/Universitario ¹⁶	ISPE (ISP/SE)
≤ € 23.626,00	≤ € 51.362,00

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

How to get an ISEE Parificato

Students can get the ISEE Parificato:

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

- **Remotely:** *students who cannot come in Italy in the first semester because they attend online classes must apply for ISEE Parificato from their country (or send someone on their behalf, as specified above). In order to apply for ISEE Parificato remotely, students must open a ticket to EDISU (section ISEE/ECONOMIC REQUIREMENTS - ISEE PARIFICATO CERTIFICATE) with a copy of their consular documents and their passport attached. EDISU will share those documents with the CAAF, together with the student's email (students must check their email to be correct) and the CAAF will send in 72 hours the ISEE Parificato by email to the students, who need to sign it, send a signed copy back to the CAAF and keep one copy for themselves. Only in this way, students will be able to complete the application remotely.*

Students can apply for the ISEE Parificato remotely only for urgent situation: if he/she cannot arrive in Italy on time for the deadline and he/she does not have anyone on their behalf

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

¹⁵ Art. 6 par. 1 Notice of Competition 21/22.

¹⁶ ISEE is calculated as the sum of incomes earned abroad plus 20% of assets owned abroad (DPCM 159/2013) and Criteri Regionali a.a 2020-21 Sez. V

MERIT REQUIREMENTS


FIRST YEARS¹⁷

First year students must meet the following access requirements.

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

Furthermore, **they have to enroll within the deadlines established by their universities and, in any case, within 30 November 2021**. Students already in Italy who do not enroll within 30 November 2021 in a **master degree's** course can be included in the definite ranking list of 25 February if they enroll within 11 February 2022.

First year students coming with study Visa to enroll in a.y 2021-22 who do not enroll within 30 November 2021 are excluded in the definite ranking list published on 15 December but can be put in the definitive ranking list of 15 March 2022 if they enroll within 28 February 2022

 Students whose 2020/21 enrolment has been cancelled by their University because they did not complete the enrolment procedure for visa-related reasons, can apply for 2021/22 benefits as first year students.

Merit requirements are the following.

1. In order to receive the second **instalment** of scholarship, students must **achieve and register at least 20 credits within 10 August 2022** (see the chapter "Payments" for more details about possible prepayments and deadlines).
2. Students who do not achieve the merit requirements described above **can maintain the first instalment** of scholarship if they **achieve and register at least 20 credits within 30 November 2022**.
3. **Otherwise, students must return the first installment of scholarship and an amount equal to the used accommodation service (€ 7,57 per day).**

Career credit recognition from single courses, or previous academic careers¹⁸

Students who obtain

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

¹⁷ Art. 9 par. 1, 2 and 3 Notice of Competition 21/22.

¹⁸ Art. 9 paragraphs 1,2 and 3 Notice of Competition 21/22.

- c. **80 ore 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).

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 19 November 2021, students must open a ticket as a registered user with the related procedure to inform EDISU within 19 November 2021,
3. after 19 November 2021, students must inform Edisu as soon as possible via ticketing, These students are considered as first year for the academic year 2021/2022, but they will be included in the right year from the next academic year 2021/2022 (academic year of enrolment backdated according to the number of credits recognized).

The abovementioned specification also applies to "early enrolment" starting from March 2021.

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 2021 (in order to receive scholarship's second instalment) or within November the 30th 2022 (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 courses¹⁹

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 course in 2020/21 and then he/she decides to make a transfer, In the academic year 2021/22 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 at least 25 credits within 10 August 2021 and at least 25 credits must be recognized by the new degree course after the transfer (see below, the SUCCESSIVE YEAR section).

¹⁹ Art. 14 par. 4 Notice of competition 21/22

SUCCESSIVE YEARS²⁰

Successive year students, including further semesters, must have achieved and registered the credits specified in the following tables within 10 August 2021.

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. 2020/2021.



Both students who were assigned an accommodation in 2020/2021, the ones who applied for delayed check-in in 20/21 and the ones still set in the 20/21 scrolling ranking list, not assigned at 30 June 2021, 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 2021 according to the type of application	
	STANDARD APPLICATION	BENEFITS CONFIRMATION FOR MERIT
2020/21	25	35
2019/20	80	90
2018/19 (extra semester)	135	150

BACHELOR'S DEGREE, PART-TIME

Year of first enrolment	Required credits within 10 August 2021	
	STANDARD APPLICATION	
2020/21	16	
2019/20	52	

5 YEARS SYNGLE CYCLE MASTER DEGREE, FULL-TIME

Year of first enrolment	Required credits within 10 August 2021 according to the type of application	
	STANDARD APPLICATION	BENEFITS CONFIRMATION FOR MERIT
2020/21	25	35
2019/20	80	90
2018/19	135	150
2017/18	190	210
2016/17 (extra semester)	245	270

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

Year of first enrolment	Required credits within 10 August 2021 according to the type of application	
	STANDARD APPLICATION	BENEFITS CONFIRMATION FOR MERIT
2020/21	25	35
2019/20	80	90
2018/19	135	150
2017/18	190	210
2016/17	245	270
2015/16 (extra semester)	300	330

²⁰ Art 14 paragraphs 1,2,3,4 and 6 Notice of Competition 21/22.

MASTER'S DEGREE, FULL-TIME

Year of first enrolment	Required credits within 10 August 2021 according to the type of application	
	STANDARD APPLICATION	BENEFITS CONFIRMATION FOR MERIT
2020/21	30	40
2019/20 (extra semester)	80	90

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

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

Differently from first year students, successive year students do not need to meet any merit requirement during the 2021/2022 academic year in order to maintain 2021/2022 scholarship but they cannot withdraw their enrollment during the a. y 2021/22

Bonus²¹

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.

Students enrolled in a successive year of a master's degree course, who achieved the bachelor's degree in a foreign university, cannot use bonus credits.

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

Full-time students:

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

Part – time students:

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

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

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

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

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



Whenever the Italian Government or Regione Piemonte take any measure for further bonus credits, due to the current health emergency, EDISU will incorporate it by drafting new ranking list for the students excluded for merit requirements in the ranking list of 15 December 2021.

²¹ Art. 14 par. 3 Notice of competition 21/22

Career credit recognition from single courses, or previous academic careers²²

Students who obtain

- a) A **career credit recognition**, because they applied for the recognition of credits or degrees achieved abroad,
- b) a **recognition of credits of single courses**,
- c) a **recognition of credits for forfeited or withdrawn students**

are considered as first or successive year according to the number of credits recognized by their universities.

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

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 19 November 2021, students must open a ticket with the related procedure to inform within 19 November 2021,
3. after 19 November 2021, students must inform Edisu as soon as possible via ticketing, These students are considered as first year for the academic year 2021/2022, but they will be included in the right year from the next academic year 2022/2023 (academic year of enrolment backdated according to the number of credits recognized).

The abovementioned specification also applies to "early enrolment" starting from March 2021.

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.

²² Art. 14 par. 5 Notice of Competition 21/22

Students who apply for the academic career recognition must meet in any case the merit requirements for first year students, regardless of the number of recognized credits (achievement and registration of 20 credits within 10 August 2022): otherwise, they will lose their benefits. Recognized credits cannot be counted for the fulfillment of the merit requirements for the first year.

Students who enroll in a Piemonte's university in 2021/2022 and applied for **career credit recognition from a foreign career** must achieve and register at least 20 credits in any case, within 10 August 2022 (in order to receive scholarship's second instalment) or within 30 November 2022 (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 courses²³

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

For example, if a student enrolls in a course in 2020/21 and then he/she decides to make a transfer, In the academic year 2021/22 he/she must apply for Edisu benefits as a second-year student; in order to be eligible, he/she must must meet the merit requirements as well, i.e. he/she must achieve at least 25 credits within 10 August 2021 and at least 25 credits must be recognized by the new degree course after the transfer.

APPLICATION

International students whose families reside in Italy must apply following the same procedures required to Italian students²⁴.

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

First year students

EU students enrolled in first years²⁵

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

1. Step 1: Application online

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

a. Students without Edisu PIN or SPID code

These students must:

1. **register to EDISU Online Services with a Temporary Login Code 2021/22²⁶: if the student does not have the Italian fiscal code yet, he/she calculate it autonomously using one of the calculators available online.**
This will be a temporary fiscal code **valid for the EDISU application only**.
2. fill out the application form;

²³ Art. 14 par. 4 Notice of competition 21/22

²⁴ Art. 7 Notice of Competition 21/22.

²⁵ Art. 31 par. 2 Notice of Competition 21/22.

²⁶ For information about Temporary Login Code 2021/22, find the "online services" section of our website.

3. print the application form;
4. sign the application form;
5. attach the following documents in PDF:
 - a) Application form, signed by the student;
 - b) Front/back copy of a valid ID document, in black and white, scanned on a single sheet;
 - c) **Underage students** must submit also a copy of the authorization form with the signature of one of his/her parents. Students can download the form from the website www.edisu.piemonte.it at the section Data> Forms> Scholarship> Form_minorenne. It is possible to attach it together with the ID ot to send it by ticket, after the application submission.

b. Students who already have an Edisu PIN or a SPID code²⁷

These students must:

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

We remind that the Edisu PIN expires on 1 October 2021, and students must have SPID to check the ranking lists or ask for a Temporary Login Code 2021/22.

- Deadline for scholarship and accommodation application: 2 September 2021 at noon (Italian time)
 - Deadline for scholarship only application: 30 September 2021 at noon (Italian time)
2. **Step 2: Submission of the documents by the online upload procedure**
- Students must submit the documents listed below by the online procedure he/she finds inside the application and within the deadlines specified above (2 Sep. at noon for scholarship and accommodation application; 30 Sep. at noon for scholarship only application). The documents are:
- a. **the consular documents about the family composition, incomes and assets.** It is mandatory to attach both the original language version and the translation into Italian;
 - b. the "ISEE Parificato" attestation, calculated by a CAAF Office under agreement with EDISU on the basis of the documents about the family composition, incomes and assets. If the CAAF issues two ISEE, the first concerning the student and the second concerning his/her family, they have both to be submitted at EDISU Office. If the CAAF is not able to issue the ISEE within the application deadline, students can submit the receipt of its request. The ISEE must be submitted later with a complaint (the complaint deadlines are available below, at chapter "Ranking list");
 - c. The official fiscal code (issued by the Italian embassy in their country or by the *Agenzia delle entrate*).

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

If the student cannot meet the above mentioned deadlines, he/she will be excluded from the provisional ranking list. He/she can be set in the definitive ranking list if he/she submit the required and correct documents within 15 Sep. 2021 (for scholarship and accommodation application) or within 19 Nov. 2021 (for scholarship only application). In this case, documents must be sent by the complaint procedure.

²⁷ We remind that all the Edisu PIN codes will be deactivated for good on 30/09/2021: students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information about the Edisu PIN and SPID codes, find the "online services" section of our website.

Extra-EU students enrolled in first years coming in Italy with a study visa for the 2021/22 enrollment²⁸

Extra-EU students whose families reside abroad, who enroll in a first year and who come in Italy for the first time with a study visa 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 an Edisu PIN or a SPID code²⁹

These students must:

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

We remind that the Edisu PIN expires on 1 October 2021, and students must have SPID to check the ranking lists or ask for a Temporary Login Code 2021/22.

b. Students without Edisu PIN or SPID code

These students must:

1. register to EDISU Online Services with an Temporary Login Code 2021/22³⁰; if the student does not have the Italian fiscal code yet, he/she calculate it autonomously using one of the calculators available online. This will be a temporary fiscal 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.

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

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

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

- **Deadline for scholarship and accommodation application: 2 September 2021 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2021 at noon (Italian time)**

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

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

²⁸ Art. 31 par. 1.1 Notice of Competition 21/22.

²⁹ We remind that all the Edisu PIN codes will be deactivated for good on 30/09/2021: students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information about the Edisu PIN and SPID codes, find the "online services" section of our website.

³⁰ For information about Temporary Login Code 2021/22, find the "online services" section of our website.

- a. consular documents about the family composition, incomes and assets. It is mandatory to attach both the original language version and the original translation into Italian. Photocopies are not acceptable;
- b. **"ISEE Parificato"**, calculated by a CAAF Office under agreement with EDISU on the basis of the documents about the family composition, incomes and assets. If the CAAF is not able to issue the ISEE within the application deadline, students can submit the receipt of its request. The ISEE must be submitted later with a complaint (the complaint deadlines are available below, at chapter "Ranking list");
- c. **copy of the passport;**
- d. **copy of the Study Visa (D type visa) for the 2021/22 enrolment;**
- e. **official fiscal code (issued by the Italian embassy in their country or Agenzia delle entrate);**
- f. **Underage students** must submit also a copy of the authorization form with the signature of one of his/her parents. Students can download the form from the website www.edisu.piemonte.it at the section Data> Forms> Scholarship> Form_minorenne.


The documents can be submitted:

- a. By the student itself to EDISU offices;
- b. By a trusted person to EDISU offices. He/she must have a proxy letter signed by the student itself and the student's ID copy;
- c. By post mail (courier or, for Italian posts only, *raccomandata con ricevuta di ritorno*) writing on the folder SURNAME and NAME of the student (in this order) and "D.C. a.a. 2021/2022", addressed to the following address:

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

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

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

	Special deadlines due to the COVID-19 emergency (only for first year extra-EU students coming to Italy with a study visa for 2021/22 enrolment)
School. and accomm. applicants	<u>students who submit all the required documents within the 15 Sep. 2021</u> (accommodation complaint deadline) will be set in the accommodation definitive ranking list on 21 Sep. 2021 and they have to fill the acceptance (if winners) or the expression of interest (if eligible) and can apply for a delayed check-in if necessary (see pp. 36-38).
	<u>Students who miss the 15 Sep. deadline but submit all the required documents within 19 Nov. 2021 and enroll in the university within 30 Nov. 2021</u> will be excluded in the accommodation definitive ranking list on 21 Sep. 2021 but will be set in the definitive ranking list on 15 Dec. 2021. They can run for the <i>non-resident</i> amount including the accommodation value (see p. 6) if they submit the declaration of house rental within 3 Dec. 2021 (pp. 39-41) and will be set in the accommodation scrolling ranking list (pp. 38-39).
	<u>Students who miss the 15 Sep. and 19 Nov. deadlines but submit all the required documents and enroll in the university within 28 Feb. 2022</u> will be excluded in the accommodation definitive ranking list on 21 Sep. 2021 and in the scholarship definitive ranking list on 15 Dec. 2021 but will be set in the definitive ranking list on 15 Mar. 2022. They can run for the <i>non-resident</i> amount including the accommodation value (see p. 6) if they submit the declaration of house rental within 10 Mar. 2022 (pp.39-41) and will be set in the accommodation scrolling ranking list (pp. 38-39).

School. only applicants	<u>Students who miss the 19 Nov. 2021 deadline (scholarship complaint deadline) but submit all the required documents and enroll in the university within 28 Feb. 2022</u> will be excluded in the scholarship definitive ranking list on 15 Dec. 2021 but will be set in the definitive ranking list on 15 Mar. 2022.
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Students are invited to submit the required documents all together in one time, in order to avoid confusion during the completion of the application.

Being winner in the ranking list of 15 Mar. 2022 depends on the availability of funds.

Extra-EU students enrolled in first years already living in Italy³¹

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

1. Step 1: Application online

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

a. Students with Edisu PIN or SPID code³²

These students must:

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

We remind that the Edisu PIN expires on 1 October 2021, and students must have SPID to check the ranking lists or ask for a Temporary Login Code 2021/22.

b. Students without Edisu PIN or SPID code

These students must:

1. register to EDISU Online Services with an **Temporary Login Code 2021/22**³³;
2. fill out the application form;
3. print the application form;
4. sign the application form;
5. attach the following documents in PDF:
 - a) Application form, signed by the student;
 - b) Front/back copy of a valid ID document, in black and white, scanned on a single sheet;
6. Transmit the application and the documents exclusively online within the deadline at noon.

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

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

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

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

- **Deadline for scholarship and accommodation application: 2 September 2021 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2021 at noon (Italian time)**

³¹ Art. 31 par. 1.2 Notice of Competition 21/22.

³² We remind that all the Edisu PIN codes will be deactivated for good on 30/09/2021: students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information about the Edisu PIN and SPID codes, find the "online services" section of our website.

³³ For information about Temporary Login Code 2021/22, find the "online services" section of our website.

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

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

- a. **consular documents about the family composition, incomes and assets.** It is mandatory to attach both the original language version and the original translation into Italian. Photocopies are not acceptable;
- b. **"ISEE Parificato"**, calculated by a CAAF Office under agreement with EDISU on the basis of the documents about the family composition, incomes and assets. If the CAAF is not able to issue the ISEE within the application deadline, students can submit the receipt of its request. The ISEE must be submitted later with a complaint (the complaint deadlines are available below, at chapter "Ranking list");
- c. **copy of the passport** or other ID documents. The Smart Card is not an ID document
- d. **copy of the residence permit**, or copy of the residence permit application receipt or the residence permit renewal receipt.
- e. **Underage students** must submit also a copy of the authorization form with the signature of one of his/her parents. Students can download the form from the website www.edisu.piemonte.it at the section Data> Forms> Scholarship> Form_minorenne.

The documents can be submitted:

- a. By post mail (courier or, for Italian posts only, *raccomandata con ricevuta di ritorno*) writing on the folder SURNAME and NAME of the student (in this order) and "D.C. a.a. 2021/2022", addressed to the following address:

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

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

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

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

Successive year students

EU students enrolled in successive years³⁴

EU students whose families reside abroad, who enroll in a successive year must submit their application strictly following these steps: otherwise, they will be excluded from the competition.

1. Step 1: Application online

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

- a. **Students with Edisu PIN or SPID code³⁵**

These students must:

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

³⁴ Art. 31 par. 2 Notice of Competition 20/21.

³⁵ We remind that all the Edisu PIN codes will be deactivated for good on 30/09/2021: students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information about the Edisu PIN and SPID codes, find the "online services" section of our website.

We remind that the Edisu PIN expires on 1 October 2021, and students must have SPID to check the ranking lists or ask for a Temporary Login Code 2021/22.

b. Students without Edisu PIN or SPID code

These students must:

1. register to EDISU Online Services with an **Temporary Login Code 2021/22**³⁶;
2. fill out the application form;
3. print the application form;
4. sign the application form;
5. attach the following documents in PDF:
 - a) Application form, signed by the student;
 - b) Front/back copy of a valid ID document, in black and white, scanned on a single sheet;
6. Transmit the application and the documents exclusively online within the deadline at noon.

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

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

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

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

- **Deadline for scholarship and accommodation application: 2 September 2021 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2021 at noon (Italian time)**

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

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

- a. **the consular documents about the family composition, incomes and assets. It is mandatory to attach both the original language version and the translation into Italian;**
- b. the "ISEE Parificato" attestation, calculated by a CAAF Office under agreement with EDISU on the basis of the documents about the family composition, incomes and assets.

If the CAAF issues two ISEE, the first concerning the student and the second concerning his/her family, they have both to be submitted at EDISU Office.

If the CAAF is not able to issue the ISEE within the application deadline, students can submit the receipt of its request. The ISEE must be submitted later with a complaint (the complaint deadlines are available below, at chapter "Ranking list");

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

If the student cannot meet the above mentioned deadlines, he/she will be excluded from the provisional ranking list. He/she can be set in the definitive ranking list if he/she submit the required and correct documents by the complaint procedure within 15 Sep. 2021 (for scholarship and accommodation application) or within 19 Nov. 2021 (for scholarship only application).

³⁶ For information about Temporary Login Code 2021/22, find the "online services" section of our website.



EU Successive year students, who applied for and obtained an Edisu benefit in 2020/2021, can submit the same documents they used for the 20/21 application if they cannot collect new documents because the authorities in charge are unable to issue or legalize them due to Covid-19 health emergency.

That is possible only if the family-economic situation did not change compared to the one of 2020/2021.

In this case, EDISU will make controls about the uploaded documentation and, if necessary or if there was any discrepancy, may ask students to submit further documentation.

Extra-EU students enrolled in successive years who cannot confirm the economic data³⁷

Extra-EU students whose families reside abroad, who enroll in a successive year and cannot confirm their economic data (see p. 7) must submit their application strictly following these steps: otherwise, they will be excluded from the competition.

1. Step 1: Application online

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

a. Students with Edisu PIN or SPID code³⁸

These students must:

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

We remind that the Edisu PIN expires on 1 October 2021, and students must have SPID to check the ranking lists or ask for a Temporary Login Code 2021/22

b. Students without Edisu PIN or SPID code

These students must:

1. register to EDISU Online Services with an Temporary Login Code 2021/22³⁹;
2. fill out the application form;
3. print the application form;
4. sign the application form;
5. attach the following documents in PDF:
 - a) Application form, signed by the student;
 - b) Front/back copy of a valid ID document, in black and white, scanned on a single sheet;
6. Transmit the application and the documents exclusively online within the deadline at noon.

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

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

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

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

- **Deadline for scholarship and accommodation application: 2 September 2021 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2021 at noon (Italian time)**

³⁷ Art. 31 par. 1.3 Notice of Competition 21/22.

³⁸ We remind that all the Edisu PIN codes will be deactivated for good on 30/09/2021: students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information about the Edisu PIN and SPID codes, find the "online services" section of our website.

³⁹ For information about Temporary Login Code 2021/22, find the "online services" section of our website.

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

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

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

The documents can be submitted:

- a. By post mail (courier or, for Italian posts only, *raccomandata con ricevuta di ritorno*) writing on the folder SURNAME and NAME of the student (in this order) and "D.C. a.a. 2021/2022", addressed to the following address:

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

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

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

Extra-EU students enrolled in successive year who can confirm their economic data⁴⁰

Extra-EU students whose families reside abroad, who enroll in a successive year and who can confirm their economic data (see p. 7) must submit their application strictly following these steps: otherwise, they will be excluded from the competition.

a) Students with Edisu PIN or SPID code⁴¹

These students must:

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

We remind that the Edisu PIN expires on 1 October 2021, and students must have SPID to check the ranking lists or ask for a Temporary Login Code 2021/22.

b) Students without Edisu PIN or SPID code

These students must:

1. register to EDISU Online Services with an **Temporary Login Code 2021/22**⁴²;
2. fill out the application form;
3. print the application form;

⁴⁰ Art. 31 par. 1.3 Notice of Competition 21/22.

⁴¹ We remind that all the Edisu PIN codes will be deactivated for good on 30/09/2021: students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information about the Edisu PIN and SPID codes, find the "online services" section of our website.

⁴² For information about Temporary Login Code 2021/22, find the "online services" section of our website.

4. sign the application form;
5. attach the following documents in PDF:
 - a) Application form, signed by the student;
 - b) Front/back copy of a valid ID document, in black and white, scanned on a single sheet;
6. Transmit the application and the documents exclusively online within the deadline at noon.

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

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

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

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

- **Deadline for scholarship and accommodation application: 2 September 2021 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2021 at noon (Italian time)**

International students (EU and Extra-EU) applying for seventh semester of bachelor degree and first year of master degree⁴³

International students whose families reside abroad and who:

- enrolled in a bachelor degree course in 2018/19 and, at the moment of the submission of the application, are enrolled in a university of Piedmont,
- graduate between 1 September 2021 and 31 March 2022 (or in April if it is included in the March session)
- enroll in a master degree course in an university of Piedmont in 2021/22, within 11 February 2022 or 10 May the 2022

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

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

1. **Step 1: Application online**

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

a. **Students with Edisu PIN or SPID code⁴⁴**

These students must:

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

We remind that the Edisu PIN expires on 1 October 2021, and students must have SPID to check the ranking lists or ask for a Temporary Login Code 2021/22.

b. **Students without Edisu PIN or SPID code**

These students must:

1. register to EDISU Online Services with an **Temporary Login Code 2021/22⁴⁵**;

⁴³ Art. 31 par. 1.4 and 2 Notice of Competition 21/22.

⁴⁴ We remind that all the Edisu PIN codes will be deactivated for good on 30/09/2021: students with "residenza anagrafica" in Italy must get a SPID; if students do not have "residenza anagrafica" in Italy, it will be possible to apply every year for a new Edisu Temporary Login Code. For more information about the Edisu PIN and SPID codes, find the "online services" section of our website.

⁴⁵ For information about Temporary Login Code 2021/22, find the "online services" section of our website.

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

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

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

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

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

- **Deadline for scholarship and accommodation application: 2 September 2021 at noon (Italian time)**
- **Deadline for scholarship only application: 30 September 2021 at noon (Italian time)**

2. Step 2: Submission of the documents to EDISU

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

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

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

- Extra-EU:

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. 2021/2022", addressed to the following address: *EDISU PIEMONTE, Via Madama Cristina 83, 10126, TORINO, Italy.*

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

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

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

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

Deadlines for documents submission are:

- **Extra-EU students who can confirm seventh semester economic data:** EDISU must receive the documents within 28 Jan. 2022 (to be set in 25 Feb. ranking lists); 4 May 2022 (to be set in 20 May ranking lists). In the application they have to tick the declaration.
During the online application, at the section “economic data”, students will be required to select the declaration: “EDISU will receive the consular documents and the ISEE Parificato within the deadline of the complaints for the first year of Master's degree”.
- **Extra-EU students who cannot confirm seventh semester economic data:** 2 Sep. 2021 (scholarship and accommodation application); 30 Sep. 2021 (scholarship only application).
The documents should be sent within the application deadlines. If the student is excluded by the provisional ranking list because EDISU did not received the documents within the provisional ranking list elaboration, he/she can be set in the definitive ranking list if EDISU receives the documents (complete and correct) within the complaint deadlines (find the chapter “CONSULAR DOCUMENTS ASSESSMENT AND INTEGRATION”).
If the student does not submit the documents by the complaint deadlines, he/she can be set in the definitive ranking list of the first year of Master only if EDSIU receives the documents within 28 Jan. 2022 (to be set in 25 Feb. ranking lists) or 4 May 2022 (to be set in 20 May ranking lists).
Attention: EDISU, in any case, must receive the correct documents within the complaints deadline in order to set students in definitive ranking list: therefore, students are invited to send the documentation well in advance, avoiding sending it at the very last moment.
- **EU students:** 2 Sep. 2021 (scholarship and accommodation application); 30 Sep. 2021 (scholarship only application).
If the student cannot meet the above-mentioned deadlines, he/she will be excluded from the provisional ranking list. He/she can be set in the definitive ranking list if he/she submit the required documents via complaint within 15 Sep. 2021 (for scholarship and accommodation application) or within 19 Nov. 2021 (for scholarship only application).

EU students, who applied for and obtained an Edisu benefit in 2020/2021, can submit the same documents they used for the 20/21 application if they cannot collect new documents because the authorities in charge are unable to issue or legalize them due to Covid-19 health emergency.



That is possible only if the family-economic situation did not change compared to the one of 2020/2021 and only for the seventh semester application.

In this case, EDISU will make controls about the uploaded documentation and, if necessary or if there was any discrepancy, may ask students to submit further documentation.

Concerning the first year of Master application, students must submit new documentation by filling a complaint at the section “other economic motivation” from 21 Jan. until noon (Italian time) of 28 Jan. 2022 to be set in 25 Feb. ranking lists) or from 22 apr. 2022 until noon (Italian time) of 4 May 2022 (to be set in 20 May ranking lists).

Receipts

After the transmission of the online application, students will receive a receipt that is an email with subject “Acquisizione dati via web”. A second receipt with subject “Ricezione pratica” 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 who provide the ISEE protocol number or DSU protocol number during the compilation phase, will receive a third email with subject “Ricevuta dati INPS” **within 48 working hours from the reception of the second email.** This receipt contains all data recovered from INPS database by Edisu. In case Edisu fails to recover any valid ISEE, the reason for invalidity will be specified.

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.

Modification⁴⁶

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". 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, not including the monetary value of the accommodation service⁴⁷.
4. **"Add the application for the first year of master degree"**: for students who applied just for the seventh semester of bachelor degree, but have the requirements for the submission of an application of seventh semester of bachelor and first year of master degree.

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

Complaints⁴⁸

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", "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"). 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, this amount does not include the monetary value of the accommodation service. It is possible to maintain this amount only if the student results as "winner" of the **Scholarship**, and provides a house rental contract.

⁴⁶ Art. 7 par. 5 Notice of Competition 21/22.

⁴⁷ Art. 8 par. 1.2 Notice of Competition 21/22.

⁴⁸ Art. 7 par. 6 Notice of Competition 21/22.

Renounce⁴⁹

From **October the 4th 2021** 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 2021/22, the second one with subject "Renounce receipt"). The outcome of the renounce will be notified by email.

DEADLINES

GENERAL **DEADLINES** OF THE ONLINE APPLICATION FOR ALL KINDS OF STUDENTS⁵⁰.

Scholarship and accomodation service	2 September 2021 at noon (12.00), Italian time
Scholarship	30 September 2021 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).

⁴⁹ Art. 7 par. 7 Notice of Competition 21/22.

⁵⁰ Art. 10 par. 2, art. 15 par. 2, art. 20 par. 2 Notice of Competition 21/22.

Documents submission deadlines

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

	FIRST YEAR already living in Italy	FIRST YEAR coming in Italy for 2021/22 enrollment	SUCCESSIVE YEAR no EDISU benefit in 2020/21	SUCCESSIVE YEAR with EDISU benefits in 2020/21	7 TH SEMESTER + 1 ST YEAR OF MA no EDISU benefit in 2020/21	7 TH SEMESTER + 1 ST YEAR OF MA with EDISU benefits in 2020/21
EU student, accommodation and scholarship application	2 Sep. 2021 or 15 Sep. 2021		2 Sep. 2021 or 15 Sep. 2021	2 Sep. 2021 or 15 Sep. 2021  possibility to submit the same documents of 2020/21	2 Sep. 2021 or 15 Sep. 2021	2 Sep. 2021 or 15 Sep. 2021 (can upload the 2020/21 documents) 28 Jan 2022 or 4 May 2022 (must upload new documents)
EU student, scholarship only application	30 Sep. 2021 or 19 Nov. 2021		30 Sep. 2021 or 19 Nov. 2021	30 Sep. 2021 or 19 Nov. 2021  possibility to submit the same documents of 2020/21	30 Sep. 2021 or 19 Nov. 2021	30 Sep. 2021 or 19 Nov. 2021 (can upload the 2020/21 documents) 28 Jan 2022 or 4 May 2022 (must upload new documents)
Extra-EU student, accommodation and scholarship application	2 Sep. 2021 documents must arrive to EDISU within 15 Sep. 2021	2 Sep. 2021 documents must arrive to EDISU within 15 Sep. 2021  19 Nov. 2021 or 28 Feb. 2022 (See the table at pages 20-21)	2 Sep. 2021 documents must arrive to EDISU within 15 Sep. 2021	possibility to confirm the economic data submitted in 2020/21, 2019/20 or 2018/19 (if the economic situation did not change)	2 Sep. 2021 documents must arrive to EDISU within 15 Sep. 2021	Documents must arrive to EDISU within 28 Jan 2022 or 4 May 2022
Extra-EU student, scholarship only application	30 Sep. 2021 documents must arrive to EDISU within 19 Nov. 2021	30 Sept 2021 documents must arrive to EDISU within 19 Nov. 2021  28 Feb. 2022 (See the table at pages 20-21)	30 Sep. 2021 documents must arrive to EDISU within 19 Nov 2021	possibility to confirm the economic data submitted in 2020/21, 2019/20 or 2018/19 (if the economic situation did not change)	30 Sep. 2021 documents must arrive to EDISU within 19 Nov 2021	Documents must arrive to EDISU within 28 Jan 2022 or 4 May 2022

CONSULAR DOCUMENTS ASSESSMENT AND INTEGRATION⁵¹

Consular documents assessment

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

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

EDISU will immediately notify the student or the person on his/her behalf about the accuracy of the documents and will give the information about the lack of documentation he/she needs to integrate.

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

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

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

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

- **Submission by the online upload procedure (available for EU students only)**

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

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

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




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

⁵¹ Art. 31 par. 3 notice of competition 21/22.

Integration of consular documents

Whenever EDISU notify the students about a lack of documentation, he/she can integrate the documents within a certain deadline⁵². The deadlines change according to the citizenship, the year of enrollment and the type of application of the student. Find the following table to check your case:

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

	FIRST YEAR already living in Italy	FIRST YEAR coming in Italy for 2021/22 enrollment	SUCCESSIVE YEAR no EDISU benefit in 2020/21	SUCCESSIVE YEAR with EDISU benefits in 2020/21	7 TH SEMESTER + 1 ST YEAR OF MA no EDISU benefit in 2020/21	7 TH SEMESTER + 1 ST YEAR OF MA with EDISU benefits in 2020/21
EU student, accommodation and scholarship application	15 Sep. 2021		15 Sep. 2021	15 Sep. 2021  possibility to submit the same documents of 2020/21	15 Sep. 2021	15 Sep. 2021 (can upload the same documents of 2020/21) 28 Jan 2022 or 4 May 2022 (must upload new documents)
EU student, scholarship only application	19 Nov. 2021		19 Nov. 2021	19 Nov. 2021  possibility to submit the same documents of 2020/21	19 Nov. 2021	19 Nov. 2021 (can upload the same documents of 2020/21) 28 Jan 2022 or 4 May 2022 (must upload new documents)
Extra-EU student, accommodation and scholarship application	15 Sep. 2021	15 Sep. 2021  19 Nov. 2021 or 28 Feb. 2022 (See the table at pages 20-21)	15 Sep. 2021	possibility to confirm the economic data submitted in 2020/21, 2019/20 or 2018/19 (if the economic situation did not change)	15 Sep. 2021	28 Jan 2022 or 4 May 2022
Extra-EU student, scholarship only application	19 Nov. 2021	19 Nov. 2021  28 Feb. 2022 (See the table at pages 20-21)	19 Nov. 2021	possibility to confirm the economic data submitted in 2020/21, 2019/20 or 2018/19 (if the economic situation did not change)	19 Nov. 2021	28 Jan 2022 or 4 May 2022

⁵² In this case, the documents must arrive to EDISU within the deadlines

RANKING LISTS⁵³

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

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

1. In the **provisional classification** lists there **are 2 kinds of outcome.**
 - a. **ELIGIBLE:** these students meet the requirements, so they just have to wait for the publication of the definitive classification lists.
 - b. **EXCLUDED:** these students do not meet the requirements or they make some mistakes on their application forms, so they have to make a complaint.
2. In the **definitive classification** lists there are **3 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. **EXCLUDED:** these students do not meet the requirements or they did not make a complaint after the exclusion from the provisional classification list, so they cannot obtain the benefit.

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

1. Accommodation service

	PROVISIONAL RANKING LIST	COMPLAINTS	DEFINITIVE RANKING LISTS
First years and Successive years	9 September 2021 at noon	From 9 to 15 September 2021 at noon	21 September 2021 at noon
First years of master degree (bachelor's degree achieved within 31 December 2020)	21 January 2022 at noon	From 21 to 28 January 2022 at noon	17 February 2022 at noon
First years of master degree (bachelor degree achieved within 31 March 2021)	22 April 2022 at noon	From 22 April to 4 May 2022 at noon	13 May 2022 at noon

2. Scholarship

	PROVISIONAL RANKING LIST	COMPLAINTS	DEFINITIVE RANKING LISTS
First years and Successive years	29 October 2021 at noon	From 29 October to 19 November 2021 at noon	15 December 2021 at noon
First years of master degree (bachelor's degree achieved within 31 December 2020)	21 January 2022 at noon	From 21 to 28 January 2022 at noon	25 February 2022 at noon

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

First years of master degree (bachelor's degree achieved within 31 March 2021)	22 April 2022 at noon	From 22 April to 4 May 2022 at noon	20 May 2022 at noon
--------------------------------------------------------------------------------	-----------------------	-------------------------------------	---------------------



Extra-EU students enrolled in first years coming in Italy with a study visa for the enrollment 2021/22: see the table at pp. 20-21 for the related ranking lists.

Ranking list criteria

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

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

First year students:

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

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

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

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

Successive year students:

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

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

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

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

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

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.

⁵⁴ Art. 1 par. 4 Notice of Competition 21/22.

⁵⁵ Art. 11 par. 1 Notice of Competition 21/22.

⁵⁶ Art. 16 par. 1 Notice of competition 21/22.

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

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

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

Students who win the accommodation in seventh semester ranking list and are ELEGIBLE or WINNER of accommodation in first year of master ranking list (17 February 2022 or 13 May 2022), they maintain the accommodation until 31 March 2022. After 31 March 2022, the accommodation will be assigned again.

ACCOMMODATION:

ACCEPTANCE, EXPRESSION OF INTEREST, ASSIGNATION

After the publication of the accommodation's definitive ranking list on 21 Sep. 2021, **students must accept it online or declare their interest.**

Online acceptance (for winner students)⁵⁷

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

Winners, first years and successive years

From 21 to 24 September 2021 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 2021 and 30 September 2022 only. In any case, students will be assigned the accommodation.
3. I accept, with Option "Renato Einaudi" (only for students who have won the accommodation service with the association "Renato Einaudi")
4. I refuse

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

In case of **Erasmus** it will be necessary to indicate the **dates related to the period of stay**, specifying the date of return: these dates **must be comprised between 1 October 2021 and 30 September 2022**. Periods preceding 1 October 2021 and following 30 September 2022 cannot be considered. Please note that period of stay abroad cannot be related to a mobility project for the academic year 2022-2023.

Students will be hosted in the residence when returned and they will get a monthly amount of 227,27 € for every month spent abroad (only for winners of scholarship; the payment will be included in the scholarship installments).

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

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

⁵⁷ Art. 33 par. 1 Notice of Competition 21/22.

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" (art. 5 par. 1.1), even if the failure in submission is due to reasons of force majeure (e.g. problems linked to internet connection or terminal in use).

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

Expression of interest (for eligible students)⁵⁸

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

Eligible, first years and successive years

From 21 September to 24 September 2021 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 2021 and 30 September 2022 only)⁵⁹;
4. I'm interested with option "Collegio Renato Einaudi"⁶⁰.

Students who select **the option "I'm interested"** or the **option "I'm interested with option Erasmus"** must rank all Edisu residences displayed inside the procedure, according to their preferences. They will be assigned with the accommodation in one of the residences still available, after all the winners have accepted first. Before the online transmission, inside the procedure it is necessary to fill out any other field that is not already precompiled (personal data, residence permit or receipt of the application for residence permit,) and accept the related regulation: these steps are necessary to be assigned to an accommodation.

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

The outcome of the expression of interest will be published on the student's personal page of EDISU Online Services on **29 September 2021**.

⁵⁸ Art. 33 par. 2 Notice of Competition 21/22.


⁵⁹ Art. 33 par. 4.1 Notice of Competition 21/22.

⁶⁰ Art. 33 par. 5 Notice of Competition 21/22.

Accommodation assignment period⁶¹

Type of student	Assignment period
Successive years	From 5 October 2021 to 24 September 2022
Extra semesters	From 5 October 2021 to 31 March 2022
First years (bachelor's, master's, single cycle master's)	With requirements specified in art. 12 par. 1 From 5 October 2021 to 24 September 2022
	With requirements specified in art. 12 par. 4 From 5 October 2020 to 29 July 2022

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

	Delayed check-in
<p>Students who get the assignment message for our accommodation and cannot check within the above-mentioned deadlines because of the pandemic or any other 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</p> <p>If the student does not show up at the date specified in the form, he/she will be considered as renouncer and <u>he/she has to pay 7,57 € per day, counting from 5 Oct. 2021 until the date specified.</u></p> <p>Students who cannot check in within the assigned date because:</p> <ul style="list-style-type: none"> - apply for 1st year of master's degree and are waiting for their BA graduation <u>from other Italian universities</u> or <u>from other Piemonte university located in other</u> cities than the city of their master's course; - have health issues (supported by medical documentation); - are attending a university related course or internship in other cities for a short period (supported by documentation); - cannot come to Italy because of Covid-19 related restrictions (also the students who got their visa within 15 Sep. 2021) <p>can have their accommodation reserved until 31 Dec. 2021, if they apply for the delayed check-in.</p> <p>If necessary and available, students can request to postpone the delayed check-in until 31 Mar. 2022 at most.</p>	

Scrolling ranking list during the academic year⁶²

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

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

⁶¹ Art. 34 par. 4 Notice of Competition 21/22.

⁶² Art. 33 par. 3 Notice of Competition 21/22.

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 inforesidenze@edisu-piemonte.it. If students refuse the accommodation assigned from scrolling ranking list, they will **NOT** be considered "resident students" for the scholarship amount⁶³.

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



Extra-EU students enrolled in first years coming in Italy with a study visa for the enrollment 2021/22 who apply for the accommodation but are excluded in the definitive accommodation ranking list (21 Sep. 2021) because of missing visa and/or missing consular documents and/or missing ISEE Parificato, will be set at the bottom of their scrolling ranking list on 15 Dec. 2021 (if they submit the required documents within 19 Nov. 2021 and complete the enrolment in the university within 30 Nov. 2020) or 15 Mar. 2022 (if they submit the required documents and complete the enrolment in the university within 28 Feb 2022).

Accommodation assignment⁶⁴

Students who accept the accommodation properly will receive an email from noreply@edisu-piemonte.it, with full detail about the assignment and the form for the payment of the deposit (€ 180,00 with bank charges). Students must pay the deposit prior to the entry in the residence.

NON-RESIDENT STATUS – DECLARATION OF HOUSE RENTAL⁶⁵

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

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

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



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

⁶³ Art. 33 par. 3.2 Notice of Competition 21/22.

⁶⁴ Art. 34 Notice of Competition 21/22.

⁶⁵ Art. 8 Notice of Competition 21/22.

SUBMISSION OF THE DECLARATION OF HOUSE RENTAL CONTRACT

<ol style="list-style-type: none"> 1. Applicants for scholarship only 2. Applicants for the accommodation a. Resulting as “eligible” in accommodation’s definitive ranking list, to whom hasn’t been given an accommodation even if they declared their interest during the “expression of interest” phase. b. Attending courses located in municipalities without any EDISU residences c. Winners or eligible for accommodation with option “Erasmus” for 8 months or more  d. Extra-EU students enrolled in first years coming in Italy with a study visa for the enrollment 2021/22 who apply for the accommodation but are excluded in the definitive accommodation ranking list because of missing visa and/or missing consular documents and/or missing ISEE Parificato. who submit the required documents within 19 Nov. 2021 and complete the enrolment within 30 Nov. 2021 	<p style="color: green; font-weight: bold;">From 29 October to 3 December 2021 at noon</p>
<p>Extra-EU students enrolled in first years coming in Italy with a study visa for the enrollment 2021/22 who apply for the accommodation but are excluded in the definitive accommodation ranking list because of missing visa and/or missing consular documents and/or missing ISEE Parificato. who submit the required documents and complete the enrolment within 28 Feb. 2022 <u>(students already set in 15 Dec. scholarship cannot use this round of the procedure)</u></p>	<p> From 1 March to 10 March 2022 at noon</p> <p>(The 10 months duration requirements must be satisfied. If there is any disposals who changes that, EDISU will notice it)</p>
<p>Applicants for seventh semester of bachelor’s as “resident/commuter” students, plus first year in master’s degree as “non-resident”, meeting the requirements within 31/12/2021 (art. 21 par. 3.2)</p>	<p style="color: green; font-weight: bold;">From 21 January to 21 February 2022</p> <p style="color: green;">at noon</p> <p>(students already considered as “non-resident” in the seventh semester of bachelor’s do not have to submit the house rental)</p>
<ol style="list-style-type: none"> 1. Applicants for the seventh semester of bachelor as “resident/commuter” students plus first year in master’s degree as “non-resident”, meeting the requirements within 31/03/2022 (art. 21 par. 3.2) 2. Applicants for the seventh semester of bachelor plus first year in master’s degree who forgot to submit the declaration by 3 Dec. 2021 (the <i>non-resident</i> amount will be for the first year of MA only) 	<p style="color: green; font-weight: bold;">From 22 April to 16 May 2022 at noon</p> <p>(students already considered as “non-resident” in the seventh semester of bachelor’s and submitted the declaration by 3 Dec. 2021 do not have to submit the house rental)</p>

The contract of house rental must meet the following requirements.

1. It must be regularly registered at the "Agenzia delle Entrate".
2. The name of the student must be shown on the contract.
3. The domicile must be located in the same municipality of the attended course, or in neighboring (bordering) municipalities.
4. The length of the contract must cover at least 10 months of the academic year (the academic year lasts from 1 October 2021 to 30 September 2022 by convention), or 6 months for students applying for a further semester.
5. The registration of the contract at the "Agenzia delle Entrate" must be completed within 3 December 2021. EDISU will not accept contracts registered after that date.

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

1. House rental ("A titolo locativo"): for students renting a room or a house.
2. College/dorm/social housing ("A diverso titolo oneroso, fruendo di un posto letto presso un collegio, convitto o pensionato"): for students hosted in a college/dorm/social housing projects.
3. International mobility ("A diverso titolo oneroso, all'estero nell'ambito di programma di mobilità internazionale"): for students studying abroad for an international mobility project.

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


Students who renew or change contract during the academic year, must send it by opening a ticket with the new contract attached within 30 days from the expiration of the old contract.



Whenever the Italian Government takes any measure, due to the current health emergency, about the duration of the house rental contract in order to keep the *non-resident* condition, EDISU will incorporate it.

The table below shows the *non-resident* amounts of scholarship according to the ISEE, the type of benefit required, and the fulfillment of the required procedures (last semester students must consider half of the amount):

		ISEE Value ≤ 15.749,00	ISEE Value > 15.749,00	
SCHOLARSHIP ONLY APPLICANTS	SUBMIT THE DECLARATION OF HOUSE RENTAL	€ 2.821,00	€ 2.206,00	
	DO NOT SUBMIT THE DECLARATION OF HOUSE RENTAL	€ 2.749,00	€ 2.169,00	
WINNERS OF ACCOMODATION IN THE DEFINITIVE RANKING LIST	ACCEPT WITH THE ONLINE PROCEDURE	CHECK-IN	€ 2.608,00	€ 1.725,00
		DO NOT CHECK-IN	€ 1.832,00	€ 1.471,00
		CHECK-IN AND REJECT THE ACCOMODATION AFTER THE CHECK-IN (MUST PAY 7,57 € PER EACH NIGHT SPENT)	€ 2.749,00	€ 2.169,00
	DO NOT ACCEPT OR DO NOT TRANSMIT THE ONLINE PROCEDURE	€ 1.832,00	€ 1.471,00	
ELEGIBLE IN THE DEFINITIVE RANKING LIST OF ACCOMODATION	DECLARE TO BE INTERESTED WITH THE ONLINE PROCEDURE	ASSIGNED AND CHEK-IN	€ 2.608,00	€ 1.725,00
		ASSIGNED BUT REJECT/DO NOT CHECK-IN	€ 1.832,00	€ 1.471,00
		ASSIGNED, CHECK IN AND REJECT THE ACCOMMODATION AFTER THE CHECK-IN (MUST PAY 7,57 € PER EACH NIGHT SPENT)	€ 2.749,00	€ 2.169,00
		NOT ASSIGNED AND SUBMIT THE DECLARATION OF HOUSE RENTAL	€ 5.108,00	€ 4.225,00
		NOT ASSIGNED AND DO NOT SUBMIT THE DECLARATION OF HOUSE RENTAL	€ 2.749,00	€ 2.169,00
	DECLARE NOT TO BE INTERESTED OR DO NOT TRANSMIT THE ONLINE PROCEDURE	€ 1.832,00	€ 1.471,00	

 <p>Extra-EU students enrolled in first years coming in Italy with a study visa for the enrollment 2021/22 who apply for the accommodation but are excluded in the definitive accommodation ranking list on 21 Sep. 2021 because of missing visa and/or missing consular documents and/or missing ISEE Parificato but submit all the documents within 19 November (to be in the ranking list of 15 December) or 28 February 2022 (to be in the ranking list of 15 March 2022)</p>	<p>SUBMIT THE DECLARATION OF HOUSE RENTAL</p>	<p>€ 5.108,00</p>	<p>€ 4.225,00</p>
	<p>DO NOT SUBMIT THE DECLARATION OF HOUSE RENTAL</p>	<p>€ 2.749,00</p>	<p>€ 2.169,00</p>

PAYMENTS

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

First years⁶⁷

First instalment (25% of the total amount)

Students winner of scholarship receive the amount in two instalments:

1. The first instalment (25% of the total amount) is automatically paid starting **from the end of DECEMBER 2021**:
2. The second instalment, remaining 75% 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 (75%)	Minimum 20 credis within 30 April 2022	From the end of June 2022	Between 2 April and 6 May 2022 at noon
	Minimum 20 credis within 10 August 2022	From the end of November 2022	Not required*
OR			
Prepayment (25%)	Minimum 10 credits within 28 February 2022	From the end of June 2022	Between 2 April and 6 May 2022 at noon
Balance second instalment (50%)	Minimum 20 credis in all within 10 August 2022	From the end of November 2022	Not required*

⁶⁶ Art. 7 par. 3 Notice of Competition 21/22.

⁶⁷ Art. 12 par. 1 and 2 Notice of Competition 21/22.

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

The first installment is paid starting from the end of December 2021 if students submit their IBAN within **30 November 2021**.

The first installment is paid starting from the end of April 2022 if students submit their IBAN within **31 March 2022**.

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

Failure to transmit the IBAN within 31 December 2023 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.



For Extra-EU students enrolled in first years coming in Italy with a study visa for the enrollment 2021/22 who are winner in the ranking list of 15 Mar. 2022, the first installment will be paid starting from the end of March 2022 if they submit their IBAN SEPA within 10 Mar. 2022.

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 years⁶⁸

First instalment (50% of the total amount)

IBAN transmission	Payment of the first instalment
Within 30 November 2021	From the end of December 2021
Within 31 March 2022	From the end of April 2022

Second installment (remaining 50% of the total amount): starting from the end of June 2022.

Failure to transmit the IBAN within 31 December 2023 make the instalments undue.

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

Seventh semester of bachelor degree and first year of master degree⁶⁹

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

IBAN transmission	Payment of the first instalment
Within 30 November 2021	From the end of December 2021
Within 31 March 2022	From the end of April 2022

⁶⁸ Art. 17 par. 1 Notice of Competition 21/22.

⁶⁹ Art. 22 par. 1 and 2 Notice of Competition 21/22.

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

INSTALMENT	MERIT REQUIREMENTS	PAYMENT	SELF-CERTIFICATION OF MERIT
Second instalment, (50%)	Minimum 20 credits within 30 April 2022	From the end of June 2022	Between 2 April and 6 May 2022 at noon
	Minimum 20 credits within 10 August 2022	From the end of November 2022	Not required*

Failure to transmit the IBAN within 31 December 2023 make the instalments undue.

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

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

ECONOMIC AND MERIT ASSESSMENTS⁷⁰

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. 2021/2022, 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 2023 and will finish within 30 June 2023.**

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

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

It is a reason for revocation of benefit (as in art. 3 of 2021/2022 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. 2021/2022 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 thresholds⁷¹.

⁷⁰ Art. 39 Notice of Competition 21/22.

⁷¹ Art. 44 Notice of Competition 21/22.

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 (€ 2,50 full meal)⁷².

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

ALTERNATIVE ACCOMMODATIONS

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

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

⁷² Art. 5 Notice of Competition 21/22.

CONTACTS

Offices

Torino Sportello unico – Segreteria studenti Via Giulia di Barolo 3/bis Mon. and Thur. 13-15,30 Tue.,. 9-12 SEPTEMBER from Mon. to Fri. OPEN CONTINUALLY 9,00-14,00 (at 14 o' clock the last available number will be given)	
Alessandria Via Parma 36 Mon. and Thur. 13-15,30 Tue.,. 9-12	Cuneo Via S. Croce 7 Mon. and Thur. 13-15,30 Tue.,. 9-12
Novara Via Passalacqua 11 Mon. and Thur. 13-15,30 Tue.,. 9-12	Vercelli Via Q. Sella 5 Mon. and Thur. 13-15,30 Tue.,. 9-12



Students are invited to check the availability of the front desk offices on the website www.edisu.piemonte.it, before going there.

Daily access of students to Torino's office is 100 persons per day⁷³. In case of trusted persons visiting the office to submit consular documents on behalf of another student, trusted persons need to have the authorization letter (provided to them from the interested party to proceed on their behalf). All trusted persons must take one number per each single folder to be submitted (hence, it is not possible to take one number and submit documents for more than one person). Students arriving before 14:00 PM on the last day, will receive a number to have the opportunity to come back on the following day, showing that number to the desk jointly with a valid identity document.

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

Facebook: @edisupiemonte

⁷³ Art. 31 par. 4 Notice of Competition 21/22.

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