

ANNEX "E"

SPECIFICATIONS AND SPECIAL CASES CONCERNING INFORMATION TO BE INCLUDED IN THE CONSULAR DOCUMENTATION OF INTERNATIONAL STUDENTS

Below are detailed guidelines on the information that must be included in the financial documentation for students with family residing in non-EU and EU countries.

The most common special cases are also indicated. If the cases listed do not include a particular situation, students are requested to contact EDISU by opening a ticket.

Further details will be set out exclusively in English in Annex F below, which is intended solely for the use of international students.

1. HOUSEHOLD COMPOSITION

This means a certificate in which all members living with the student appear. It must provide details of the first name, surname and date of birth of each cohabiting member.

Parents: information on parents must always be provided, unless an application is made as an independent student (see below) or the following special cases arise:

- a) **Death:** in the event of the death of a parent, this must be specified in the certificate. If this is not possible, the death certificate may be presented as a non-original copy without legalisation and is also acceptable in English, French, or Spanish. In the case of a student who is an orphan, the registered household must refer to the provisions of art. 6(1.6), only if the students reside alone.
- b) **Divorce** or legal separation: in the event of divorce or legal separation, this must be specified in the certificate. If this is not possible, the divorce or legal separation certificate may be presented as a non-original copy without legalisation and is also acceptable in English, French, or Spanish.
- c) **Financial-emotional estrangement:** if the student has only one parent and there are no financial or emotional ties with the other biological parent, this must be specified in the certificate. If this is not possible, the financial-emotional estrangement certificate may be presented as a non-original copy without legalisation and is also acceptable in English, French, or Spanish. If it is only possible to produce this document in Affidavit, it must be translated into Italian and legalised.

Non-cohabiting members: For all members aged 18 or more as of 1 January 2026 indicated in the certificate of household composition, documentation on the existence or no of income and assets must also be submitted. If the certificate of household composition includes members who no longer live in the same household as the student, they may be excluded from the household by submitting additional documentation to prove the lack of cohabitation; this documentation may be submitted as a non-original copy, without legalisation and is also acceptable in English, French, or Spanish.

Married students: the household consists of the student, spouse, children and any other people living with them. Parents of spouses are to be included in the household only if they still reside with the student or if, although their residence is different, the student does not meet the requirements for independent status (see below).

Adult members: "members aged 18 or more as of 1 January 2026" means any member of the household (including students) who turned 18 years of age during the calendar year 2025 (1 January-31 December) and were therefore of legal age as of 1 January 2026. Any members born on 1 January 2008 itself are excluded from this definition.

New marriage: if one of the student's parents is married in a new marriage to a person other than the other parent, the new spouse must be included in the household and therefore the relevant income and assets must be submitted.

2. INCOME

For all household members aged 18 or more as of 1 January 2026, the total gross annual income must be submitted or, if there was no income, the certificate of no income or unemployment for the year requested. This information must be provided even if the household members were not of age in the requested year but are of age on 1 January 2026.

The details of the information required are listed below:

- **Type of income:** the total gross annual income must be provided. Certificates specifying net income or a generic income (without the specification "gross") will not be accepted. On the other hand, certificates in the form of tables or income tax returns are acceptable that, while not showing the specification "gross", allow the same to be traced by showing tax and social security deductions and any bonus payments. If all the monthly payments for the year are not submitted, EDISU Piemonte shall automatically apply the calculation of the thirteenth monthly payment; in addition, any income support and/or state subsidies that a family member benefits from must be declared.
- **Currency required:** income must be expressed in local currency only, so that EDISU can proceed to convert the currency into Euro for the calculation of the ISEE Parificato. Certificates showing income already converted into Euro or other currencies will not be accepted. If the document shows both income already converted into Euro and expressed in local currency, this will be accepted but the value converted into Euro will not be taken into account.

- **Income reference period:** for non-EU students, only 2025 income is required. For EU students, only 2024 income is required.
- The total gross annual income or the total gross income for each individual month from January to December must be indicated. Certificates showing only some monthly payments, without further information on income or unemployment for the remaining months, will be considered ineligible. If all the monthly payments for the year are not submitted, EDISU Piemonte shall automatically apply the calculation of the thirteenth monthly payment; in addition, any income support and/or state subsidies that a family member benefits from must be declared.
Indications of income referring to periods between two different years (e.g. income between March 2024 and March 2025) will not be allowed.
- **Unemployment:** If one or more household members aged 18 or more as of 1 January 2026 have not produced any income in the year claimed, it is mandatory to submit a certificate of no income or unemployment for that year. For any adult siblings as of 1 January 2026 or for the student (if an adult as of 1 January 2026), proof of enrolment in a school or university in the year applied for is also acceptable by way of unemployment certificate. In this case too, the documents must be translated into Italian and legalised.
- **Pensions:** if there are pensioners in the household, documentation must be provided on the gross pension with reference to the entire year requested; it will not be sufficient to submit only one monthly payment or less than 12 monthly payments for the year requested. In the event of the submission of pensions for all 12 individual months, EDISU will do the annual calculation considering 13 monthly payments for the entire year. In addition, it is necessary to declare any income support and/or state subsidies that a family member benefits from.
- **Exchange rate:** EDISU uses the provisions of the Banca D'Italia (<https://tassidicambio.bancaditalia.it/terzevalute-wf-ui-web/converter>). For EU students, the calculation is as of 31 December 2024; for non-EU students, it is as of 31 December 2025 (or the first working day immediately preceding). If the documents show income in both euro and local currency, the value expressed in euro will not be taken into account, and EDISU will convert the income expressed in local currency into euro. If the document states the income in euro, it will be deemed non-compliant.

3. MOVABLE ASSETS

For all household members aged 18 or more as of 1 January 2026, information on the presence of movable assets (deposits, current accounts, savings books) or, if there are none, the certificate attesting to their lack must be submitted. This information must be provided even if the household members were not of age at the requested date but are of age on 1 January 2026.

The details of the information required are listed below:

- **Existence of movable assets:** for non-EU students, the certificate must show the balance as at 31 December 2025 or the average for the year 2025; for EU students, the balance must be as at 31 December 2024 while the average must refer to 2024. This document may be presented as a non-original copy without legalisation and is also acceptable in English, French, or Spanish.
- **Lack of movable assets:** if a household member aged 18 or more as of 1 January 2026 did not own any movable assets on 31 December 2025 (non-EU students) or 31 December 2024 (EU students), documentation must be submitted to prove this lack. Only for this type of information can a notarised self-declaration or affidavit be accepted. In this case, the documents must be translated into Italian and legalised.
Certificates of a lack of movable assets issued by individual credit institutions, banks, finance companies or other private entities are not acceptable.

4. REAL ESTATE ASSETS

For all household members aged 18 or more as of 1 January 2026, information on the presence of movable real estate assets or, if there are none, the certificate of their lack must be submitted. This information must be provided even if the household members were not of age at the requested date but are of age on 1 January 2026.

The details of the information required are listed below:

- **Houses and other buildings:** for non-EU students, it is mandatory to submit information on any houses or other types of buildings that may be owned as of 31 December 2025 by each member aged 18 or more as of 1 January 2026; for EU students, it is mandatory to submit information on any houses or other types of buildings owned as of 31 December 2024 by each member aged 18 or more as of 1 January 2026. The specification of the surface area in square metres is also mandatory.
- **Lack of real estate assets:** if an adult member as of 1 January 2026 had no real estate assets as at 31 December 2025 (non-EU students) or 31 December 2024 (EU students), the relevant certificate of lack of ownership must be submitted. A lease agreement is not acceptable to prove the lack of ownership.
- **Land for agricultural use:** it is not necessary to submit information on any land owned. However, it is only possible to accept a certificate bearing the ownership of land to attest to the lack of houses or other buildings if the certificate constitutes a property registry entry in which all real estate in the citizen's name appears.

- **Rental contract:** a rental contract cannot be used to certify a lack of real estate. However, students can hand it over to EDISU to make the fee deduction when calculating the ISEE value. Please note that no fees will be deducted if their value is greater than or equal to the total household income. In this case too, the documents must be translated into Italian and legalised.
- **Mortgage on a building:** if a building is encumbered by a mortgage, you may submit a copy of the mortgage deed with the principal amount of debt outstanding as at 31 December 2025 [2024 FOR EU] in order to proceed with the deduction of the value up to the value of the building. In this case too, the documents must be translated into Italian and legalised.

5. INDEPENDENT STUDENTS

“Independent students” means single or married students who wish to apply without including their parents' household (art. 6(1.5)). To be able to apply as an independent student, it is necessary to provide, in addition to the documentation listed above, additional documentation to prove independent status, i.e:

- having received employment income of at least € 9,000.00 (or foreign currency equivalent) for the tax years 2024 and 2025
- having had a different residence to that of their family of origin (in a property that is not owned by a member of the household or other relative) for at least 2 years as of the date of application.

Income requirement: documentation must be submitted to prove that gross earned income was at least € 9,000.00 (or foreign currency equivalent) in both 2024 and 2025. For married students, it is also possible to reach the € 9,000.00 threshold by using their spouse's income or by adding their own income to that of their spouse. If not all the monthly payments for the year are submitted, EDISU Piemonte shall automatically apply the calculation of the thirteenth monthly payment; in addition, it is necessary to declare any income support and/or state subsidies that a family member benefits from.

Any scholarship amount received from EDISU or another Agency for the Right to Education is not considered when calculating the minimum income threshold required.

Residence requirement: you must submit a document proving that your residence has been different to that of your family of origin for a period of at least two years from the date of submitting the scholarship application. This residence may not be in a property owned by a member of the household or other relative.

To certify this requirement, a rental contract, a certificate of residence, or a certificate of home ownership of the house of residence in the student's name can be used. In this case too, the documents must be translated into Italian and legalised.