



## **CALL FOR APPLICATIONS<sup>1</sup>**

### **FOR THE ALLOCATION OF 100 MACBOOK AIR LAPTOPS ON LOAN FOR USE AND GRANTS FOR INTERNET ACCESS TO UNIVERSITY OF VERONA STUDENTS**

**Deadline** for applications: **6 November 2020, at 1 pm (Italian time).**

## **THE RECTOR**

**HAVING REGARD TO** Ministerial Decree no. 81 of 13 May 2020 - Criteria for the allocation of the 2020 University Building and Major Equipment Fund - Programmes of interventions and Framework Plan for the enhancement of digital infrastructures (original in Italian: “*Criteri di riparto del Fondo per l’edilizia universitaria e le grandi attrezzature 2020 – Programmi di intervento e Piano complessivo di potenziamento delle infrastrutture digitali*”);

**HAVING REGARD TO** Ministerial Decree no. 294 of 14 July 2020 - Emergency fund for Universities, institutions of Higher Education in Art, Music and Dance, and research centres (original in Italian: “*Fondo per le esigenze emergenziali del sistema dell’Università, delle istituzioni di alta formazione artistica musicale e coreutica e degli enti di ricerca*”);

**HAVING REGARD TO** the resolutions of the Academic Senate of 15 September 2020 and of the Board of Governors of 22 September 2020 regarding the actions to be taken in accordance with the above ministerial decrees;

**IN AGREEMENT** with the Director General,

### **HEREBY DECREES AS FOLLOWS:**

**Art. 1** – A *Call for applications* is hereby announced for the allocation of the following benefits to University of Verona students:

- a) **100 MacBook Air laptop computers**, to be made available to students on loan for use (“*comodato gratuito*” in Italian); and
- b) **grants for internet access**, i.e. a reimbursement of internet-related expenses incurred by students due to Distance Learning activities, such as the purchase, rental or leasing of digital devices (notebooks, tablets, etc.), network connection devices, SIM cards for internet access, and access to services via the Public Digital Identity System (SPID).

**Art. 2** – This *Call for applications* for the award of the benefits set out in points (a) and (b) above, is open to University of Verona students who are already enrolled, in the academic year 2019/2020, in a Bachelor’s degree programme, a Master’s degree programme, or a Single cycle/Combined Bachelor+Master’s degree programme, and who will renew their enrolment for the academic year 2020/2021 in the same degree programme, by 6 November 2020. Students must be in their expected year of study, or in their first year beyond the normal programme duration (i.e. in their first year as ‘fuori corso’ students).

Applicants must meet the following requirements:

1. **Students applying for a MacBook Air laptop computer available on loan for use (“comodato gratuito” in Italian)**: applicants must have a financial situation (income and assets) of ISEE ≤ € 22,000.00 (*twenty-two thousand euros, or less*). The ISEE for University statement submitted by the applicant as part of their 2019 Benefits Application Form will be taken into account when assessing the applicant’s financial situation.

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<sup>1</sup> **Please note:** this is a translation of the original document “Bando per l’assegnazione di n. 100 MacBook Air e per l’assegnazione di contributi per spese di connettività sostenute dagli studenti e dalle studentesse”, in Italian. In case of any divergence of interpretation, the Italian text shall prevail.

The laptop computers will be allocated based on a list of eligible applicants (*graduatoria*), which will be drawn up on the basis of the following criteria and scores:

<b>100 MacBook Air laptop computers on loan for use</b>	
<b>Criteria</b>	<b>Maximum score</b>
number of CFU credits obtained before 10/08/2020, divided by the maximum CFU credit threshold per year of study*, then multiplied by 500	500
weighted average mark (from 18 to 30) divided by 30, then multiplied by 500	500
<b>Maximum score</b>	<b>1000</b>

**\* CFU credit thresholds**

<b>Year of study (a.y. 2020/2021)</b>	<b>Maximum CFU credits</b>
2	60
3	120
4	180
5	240
6	300
7	360

Where two or more candidates have an equal score, priority will be given to the applicant with the lower ISEE (according to their ISEE for University statement submitted as part of their 2019 Benefits Application Form); if the applicants in question have the same ISEE, priority will be given to the younger applicant.

Students with disabilities, with a level of invalidity of at least 66%, or recognised as disabled pursuant to Art. 3(1) of Law no. 104/1992, will not need to submit their ISEE for University statement in order to apply for these benefits.

Successful applicants will need to enter into a specific loan-for-use contract (in Italian: “contratto di comodato gratuito”), please see template attached.

2. **Students applying for a grant for internet access, i.e. a reimbursement of internet-related expenses incurred by students due to Distance Learning activities**, such as the purchase, rental or leasing of digital devices (notebooks, tablets, etc.), network connection devices, SIM cards for internet access, and access to services via the Public Digital Identity System (SPID): applicants must have a financial situation of ISEE  $\leq$  € 55,000.00 (*fifty-five thousand euros, or less*).

Specifically, two types of grants will be made available under this Call:

- € 100 (*one hundred euros*) for students whose financial situation is as follows: ISEE  $\leq$  € 22,000.00 (*twenty-two thousand euros, or less*);
- € 50 (*fifty euros*) for students whose financial situation is as follows: ISEE  $>$  € 22,000.00 (*more than twenty-two thousand euros*), and not exceeding ISEE  $\leq$  € 55,000.00 (*fifty-five thousand euros, or less*).

Successful applicants will need to submit all supporting documents relating to the expenses incurred, such as invoices and payment receipts, which must include the amount of the expense, equal to or greater than the amount of the grant due, and the name of the student concerned. Only expenses incurred after 1 February 2020 shall be claimed, provided that these fall within the scope of this *Call for applications*, and in compliance with the types of expenses set out therein.

The allocation of the grant for internet access is subject to the relevant deductions and charges as established by law.

In addition, students with disabilities, with a level of invalidity of at least 66%, or recognised as disabled pursuant to Art. 3(1) of Law no. 104/1992, may also apply for a grant of € 100 (*one hundred*), regardless of their financial situation.

The grant will be allocated on the basis of a list of eligible applicants (*graduatoria*) that will be drawn up taking into account the distance in kilometres between the student's home and the degree programme location (to be determined on the basis of the shortest route by car or, if applicable, the shortest rail route with no more than one change by train):

<b>Grant for internet access</b>	
<b>Distance</b>	<b>Score</b>
up to 50 km	50
between 51 km and 150 km	100
between 150 km and 300 km	150
more than 300 km	200

Where two or more candidates have an equal score, priority will be given to the applicant with the lower ISEE (according to their ISEE for University statement submitted as part of their 2019 Benefits Application Form); if the applicants in question have the same ISEE, priority will be given to the younger applicant.

In order to enable the payment of the grant, students will need to enter on ESSE3 the details of a bank account for which they are the holder or the co-holder (bank accounts in the name of a third party will not be accepted). Please go to <https://univr.esse3.cineca.it/Start.do> and log in using your username and password, then click on "home - anagrafica" (*home - personal details*), then go to "dati rimborso" (*reimbursement details*) section, then click on "modifica dati di rimborso" (*change reimbursement details*) and enter the required information following the instructions.

**Art. 3** – Please note that students can apply for both the Macbook Air laptop computer on loan for use, and the grant for internet access, but they will only be able to obtain one of the two benefits. For instance, if an applicant receives a Macbook Air laptop computer on loan for use, their application to receive a grant for internet access (if submitted) will be automatically cancelled. Conversely, if they are awarded a grant for internet access, they will not be able to obtain a Macbook Air laptop computer on loan for use.

Please note that applications from scholarship holders will not be accepted under this *Call*.

Successful applicants who are awarded a Macbook Air laptop computer on loan for use, will need to enter into a specific loan-for-use contract (in Italian: "contratto di comodato gratuito"), please see template attached.

The above benefits will be awarded to the eligible applicants until all ministerial funds available for student support, amounting to € 200,266.54, have been exhausted.

**Two provisional lists of eligible applicants (*graduatorie provvisorie*)** - one for the Macbook Air laptop computers on loan for use, and the other for grants for internet access - will be published on **30 November 2020** at: <https://www.univr.it/it/concorsi> > Studenti > Misure a sostegno degli studenti.

Following the publication of the provisional lists, the applicant who is on both lists, i.e. who is eligible to receive both a Mac Book Air laptop computer on loan for use, and a grant for internet access, will be asked to notify their choice for either one or the other benefit, **within 5 days of the list publication**, using the specific form “Modulo per l’esercizio dell’opzione” (*Form for notifying your choice*). Where the applicant concerned fails to notify their choice within 5 days, they will receive a Macbook Air laptop computer on loan for use, and their grant application will be automatically cancelled.

The **two definitive lists of eligible applicants** for the allocation of the above benefits (*graduatorie definitive*) will be published on **11 December 2020** at: <https://www.univr.it/it/concorsi> > Studenti > Misure a sostegno degli studenti.

**Art. 4** – Students wishing to apply must do so **online only, by submitting a Student Support Application (“Domanda Misure a sostegno degli studenti”)**. Please go to: <https://univr.esse3.cineca.it/Start.do>, log in using your GIA login details (username and password), then select: Menù > Area riservata > Segreteria > Iniziative > Iniziative. Please make sure that a notification of your successful submission is in your personal area on ESSE3: this is the only proof that your application was submitted correctly.

**Art. 5** – The University of Verona is the Data Controller of personal data provided by those who apply under its *Calls for applications*, in accordance with EU Regulation 2016/679; detailed information on the purposes of the processing, data recipients and the rights of Data Subjects is available on the University's website, at the following link: [www.univr.it/en/privacy](http://www.univr.it/en/privacy).

**Art. 6** – Pursuant to Art. 4 of Law no. 241 of 7 August 1990 (“Nuove norme in materia di procedimento amministrativo e di diritto di accesso ai documenti amministrativi” in Italian, “New rules on administrative procedure and right of access to administrative documents”) and subsequent amendments and additions, the Head of the Scholarships and Grants Office (U.O. Diritto allo Studio - Direzione Didattica e Servizi agli Studenti) - via Vipacco, 7 - 37129 Verona is in charge of the administrative process.

Applicants have the right to exercise their right of access to the documents of the selection process, according to the procedures set out in Law no. 241/90 and subsequent amendments and additions. The application must be submitted to the Public Relations Office (Ufficio Relazioni con il Pubblico), Via dell'Artigliere, 8 - 37129 Verona, by completing the relevant form, which can be downloaded at: <https://www.univr.it/it/altri-contenuti-accesso-civico> .

**Art. 7** – This *Call for applications* can be downloaded at: <https://www.univr.it/it/concorsi> > Studenti > Misure a sostegno degli studenti (*Student Support initiatives*). Further information and regulations can be requested from the Scholarships and Grants Office (U.O. Diritto allo Studio), [www.univr.it/benefici](http://www.univr.it/benefici) - tel. +39 045/8028711, email: [ufficio.dirittostudio@ateneo.univr.it](mailto:ufficio.dirittostudio@ateneo.univr.it).

THE RECTOR  
Prof. Pier Francesco Nocini