



CALL FOR APPLICATIONS
FOR UNIVERSITY SCHOLARSHIPS AND GRANTS
ACADEMIC YEAR 2024-2025¹

Art. 1 – Definitions

1. In this document, the following definitions are intended:
 - a) **University:** University of Verona.
 - b) **Degree programme:** the degrees instituted and implemented at the University, which lead to one of the types of degrees specified in the following point (c).
 - c) **Degree:** Bachelor's degree, Master's degree or PhD, Postgraduate Specialisation for Legal Professions (*Scuola di specializzazione per le professioni legali*).
 - d) **Old-system degree programme:** degree programme pursuant to the regulations prior to Ministerial Decree no. 509/1999.
 - e) **New-system degree programme:** first-cycle degree programme pursuant to the regulations of Ministerial Decree no.s 509/1999 and 270/2004.
 - f) **Master's degree programme:** second-cycle degree programme pursuant to the regulations of Ministerial Decree no. 270/2004.
 - g) **PhD programme:** doctoral programme pursuant to the regulations of Ministerial Decree no. 45/2013.
 - h) **Postgraduate Specialisation for Legal Professions (*Scuola di specializzazione per le professioni legali*):** legal postgraduate specialisation programme, as set out in Ministerial Decree no. 537/1999.
 - i) **Student:** person enrolled in a degree programme at the University.
 - j) **CFU:** university education credit as per Ministerial Decree no.s 509/1999 and 270/2004.
 - k) **Part-time student:** person enrolled part-time in a degree programme at the University, as per the University Regulations for Students issued by Rector's Decree no. 5520 of 14/06/2023.
 - l) **Grant/scholarship:** financial aid award for university study pursuant to the Prime Ministerial Decree of 09/04/01.
 - m) **Eligible candidate:** student who fulfils the requirements concerning financial situation and study merit in order to be placed on the ranking list for grant/scholarship awards.
 - n) **Beneficiary:** student who is awarded a study grant or scholarship.
 - o) **ESU:** a regional body concerned with university grants and scholarships.
 - p) **DSU:** Substitutive Declaration pursuant to Prime Ministerial Decree no. 159 of 05/12/13 and following modifications and additions.
 - q) **ISEE:** indicator of a family unit's equivalent financial situation as per Prime Ministerial Decree no. 159 of 05/12/13 and following modifications and additions.
 - r) **ISEEE:** indicator of a family unit's equivalent financial situation abroad, pursuant to Legislative Decree no. 68 of 29/03/12.
 - s) **ISEE for University:** indicator of a student's family unit's equivalent financial situation, specifically used for applications for university grants and scholarships pursuant to Legislative Decree no. 68 of 29/03/12 and Ministerial Decree no. 159 of 05/12/13 and following modifications and additions.

¹ **Please note:** this is a translation of the original document “**Bando per l’assegnazione della borsa per il diritto allo studio universitario anno accademico 2024/2025**” in Italian. In case of any divergence of interpretation, the Italian text shall prevail.

- t) **ISPE**: indicator of a family unit's equivalent assets pursuant to Prime Ministerial Decree no. 159 of 05/12/13 and following modifications and additions.

Art. 2 – Purpose of the call for applications

1. As part of the Veneto Regional Administration's annual action plan for implementing university grants and scholarships for the 2024-2025 academic year, the University of Verona hereby issues a call for applications from capable, deserving students with limited financial means. The awarding of a grant or scholarship is intended to contribute towards covering the students' maintenance costs for **at least 10 months per year** during their university degree.
2. To be eligible to receive a grant or scholarship, the merit and income conditions outlined in the following Articles must be met, and the application procedure must be followed fully and correctly.
3. For matters not expressly covered by this Call, please refer to the provisions of the Regional Council Resolution no. 749 of 2 July 2024: "*Approvazione del Piano Regionale Annuale degli interventi di attuazione del Diritto allo Studio Universitario e dello schema di Convenzione tra la Regione e le Università del Veneto. Anno Accademico 2024/2025*".

Art. 3 – Students who may apply for a grant or scholarship

1. The financial awards referred to in this document pursuant to the Prime Ministerial Decree of 09/04/01 (Article 2 and following; Art. 12) are awarded through a competitive application process as set out in this call and are applicable for the following duration:
 - a) Bachelor's degree students: 7 semesters, starting from the first year of enrolment.
 - b) Master's degree students: 5 semesters, starting from the first year of enrolment.
 - c) Single cycle/Combined 5- or 6-year Bachelor+Master's degree students: 11 or 13 semesters, starting from the first year of enrolment.
 - d) PhD students who are not recipients of a scholarship under Ministerial Decree no. 45/2013: the standard duration of the programme, as determined by the relevant teaching regulations, starting from the first year of enrolment.
 - e) Postgraduate Specialisation for Legal Professions students: the standard duration of the programme, as determined by the relevant teaching regulations, starting from the first year of enrolment.

For **part-time** Bachelor's, Master's and Single Cycle/Combined Bachelor+Master's degree students: scholarships are awarded for a longer period, as described in Article 10 of this document.

For **students with a disability** of 66% or higher, or recognised as people with disabilities pursuant to Art. 3.1 of Law no. 104/1992, scholarships are awarded for a longer duration in relation to the type of degree being taken, as stated in Article 11 of this document.

The maximum time a scholarship can be awarded begins **from the first year of enrolment**. The first year of enrolment is intended to mean the first year of enrolling for the first time at any university. **Years of study** are all the years in which a student has been enrolled in any degree programme at any university. Thus, a student's number of **years of study** may not be the same as the **degree year**.

For the purpose of these awards, any years in which students have put their studies on hold do not count towards the maximum time.

Also for the purpose of these scholarships, pursuant to Prime Ministerial Decree of 09/04/01, students who have **previously withdrawn from studies, or whose student status has lapsed**, and then enrolled in another degree programme are considered as being enrolled for the first time. The years they accumulated in their previous enrolment are not counted, as long as they did not receive any scholarship during that time.

Any CFU gained during the previous enrolment cannot be counted towards merit points for scholarship applications for the student's current degree programme.

2. Scholarships are awarded for students to complete each level of study for the first time. The students referred to in Point 1(a) and (c) must not already have another degree (either from the old system or the new system) gained in Italy or abroad, or any diploma issued by a Conservatory or Fine Arts Academy, or any first cycle (three-year) academic diploma issued pursuant to Law no. 508/1999.

The students referred to in Point 1(b) must not already have an old-system degree, a degree considered to be of the second cycle that was gained abroad, a *laurea specialistica*, *laurea magistrale*, Master's degree (including Single Cycle/Combined Bachelor+Master's degrees), any diploma issued by a Conservatory or Fine Arts Academy, or any second cycle (two-year) academic diploma issued pursuant to Law no. 508/1999.

In cases where it is permitted to be enrolled at both a university and a higher education institution for the arts, music or dance at the same time, students may apply for a grant/scholarship for only one of these programmes for the 2022-2023 academic year.

Students enrolled in a double/joint university degree must submit their grant/scholarship application to the institution where their programme is administratively based, i.e. the university where they pay their enrolment fees.

3. **If funds are available** after these scholarships have been allocated to all eligible students, students who graduate from a first, second cycle degree or Single Cycle/Combined Bachelor+Master's degree within the standard duration of the programme will receive an extra 50% of the scholarship amount they received in the last year of the degree programme.
4. Scholarships may be awarded to students who meet the admission requirements for their current degree programme, independently of the number of years it took them to gain their previous qualification.

Art. 4 – Application procedure and deadline

Students may apply for this Call if they are:

1. **Enrolled, for the 2024/25 academic year**, in either a:
 - ✓ Bachelor's degree programme; *or*
 - ✓ Master's degree programme; *or*
 - ✓ Combined Bachelor+Master's degree programme; *or*
 - ✓ PhD programme;
 - ✓ Postgraduate Specialisation for Legal Professions

by the strict deadline of 15/10/2024;

or

by other deadlines as set out in the Call for applications for limited-entry degrees/degrees requiring admissions tests, or when relating to students who transferred from another University, **provided that their student fees have been paid by the relevant payment deadlines** and the relevant late payment fee has not been charged.

The value date of payment of the first instalment of student fees will be used for this purpose.

2. Fulfil the **financial situation requirements** (as attested by the ISEE for University and ISPE) and **merit requirements** indicated in Articles 7, 8, 9 10 and 11 of this document.

To apply for a scholarship, students need to do all of the following by the strict deadline of 30/09/2024 at 1:00 pm:

- Request an **ISEE for University statement - year 2024** (as specified below) or an **ISEE Equivalent - year 2024** (see Article 8 of this Call). As set out in Regional Decree (DGR)

no. 749 of 2 July 2024, in order to ensure equality among applicants, no exceptions to the deadline for requesting the ISEE statement shall be made.

- Submit a scholarship application (see point *b.* below), **exclusively by completing the Benefits Application Form (DUB) online**, academic year 2024-2025.

a. HOW TO REQUEST AN ISEE FOR UNIVERSITY STATEMENT

To request an ISEE for University, students must complete a Substitutive Declaration (DSU) – which regards information about their family unit and each family member’s income and assets – directly at the “online services” section of the INPS [website](#) or with the help of a Tax Assistance Centre (CAF) or qualified professional. Students will be provided with the ISEE for University statement by the CAF or by the INPS.

The university shall only accept **ISEE for University statements relevant to the 2024 solar year**, i.e. those requested between 01/01/2024 and 30/09/2024. For this purpose, the date marked on the DSU receipt will be the only one to be used, not the date of the ISEE for University statement release, which generally occurs a few days after the DSU submission.

Ordinary ISEE statements and ISEE for University statements requested after 30/09/2024 will not be considered.

Students do NOT need to submit a hard copy statement of the ISEE for University statement to the university. Moreover, they do NOT need to communicate to the university any information concerning the value of the ISEE for University statement, since the university has direct access to the INPS database, which shall be granted only upon authorisation by the applicant when completing their scholarship application (online/paper benefits application form - DUB).

OMISSIONS OR DISCREPANCIES

Please check that there are no **omissions or discrepancies** on the ISEE statement, in which case the application **will not be accepted**.

If omissions/ discrepancies are found, **a new Substitutive Declaration (DSU) must be submitted without delay**, including the information previously omitted or otherwise presented, under penalty of the sanctions referred to in Art. 8 of the *Regulations for the implementation of checks on applications for the right to university study benefits*. Moreover, ISEE for University statements - or **corrections to ISEE for University statements** requested by 30/09/2024 - submitted in the INPS system **after 30/11/2024 will not be accepted**.

Please note:

- The University of Verona takes no responsibility in the event of missed or incorrect online transmission of the ISEE statement by those who performed the procedure on behalf of the student concerned.
- The student concerned will be able to monitor the ISEE statement status anytime in their personal area (please see b.1 below on how to log into the personal area); when submitting the application, the ISEE status will read '*non acquisito*' (unavailable); once the ISEE statement has been received and uploaded, the corresponding amount will be displayed.
- If **two (or more) students belong to the same family unit**, to obtain a grant/scholarship, the ISEE statement must include the following text: “si applica alle PRESTAZIONI AGEVOLATE PER IL DIRITTO ALLO STUDIO UNIVERSITARIO” [*“for the purpose of university bursaries”*] **followed by the students’ respective tax numbers (codici fiscali)**, also in the case of students who have not yet enrolled or who do not yet have a high school diploma.

b. HOW TO APPLY FOR A GRANT OR SCHOLARSHIP - THE BENEFITS APPLICATION FORM (DUB)

b.1 Bachelor's, Master's and Single cycle/Combined Bachelor+Master's degree students

Submit a scholarship application **exclusively by completing the Benefits Application Form (DUB) online**, available from the student's personal account in ESSE3 – SEGRETERIA (<https://univr.esse3.cineca.it/Start.do>). Students should log in using their GIA login details if they are already registered (those who are not yet registered should use their SPID login details), then select from the menu: 'Menù > Segreteria > Domanda Unica Benefici'. By submitting the DUB online, students will also need to give their consent for the university to receive all the information on their ISEE for University statement from INPS.

After completing the application, it needs to be CONFIRMED DEFINITELY or else it is not valid. The computer system will send out a receipt to the student's email address (.....@studenti.univr.it or other email account). The document will also appear in the student's personal area on ESSE3: this will be **regarded as the only proof** that the application was submitted, so please make sure to **keep a copy of the document**.

Those intending to enrol of a limited entry degree or a degree requiring applicants to pass an admission test, and students transferring from another university who wish to apply for these awards, must submit their application **by 30/09/2024 at 1:00 pm AFTER registering for the University's online services**.

Please remember that whilst completing the Benefits Application Form (DUB), students will not be required to enter the value of their ISEE for University statement.

Failing to complete even one of the above actions means the application will not be considered. Modification requests and additional documentation are not permitted after the application call has closed.

The DUB allows students to apply online for the following student benefits:

- **University fees reduction**
- **Grant/scholarship**
- **Part-time student collaboration**

There is a single form to submit to apply for any and all of the possible benefits. Please pay attention to the different deadlines if requesting several benefits. Since the DUB is a single application form to be submitted only once, students will need to send their application by the earliest relevant deadline.

Any:

- **requests to change the information provided in the Benefits Application Form (DUB) once this has been confirmed definitely; or**
 - **reports regarding technical problems attributable to the university** (system malfunctions) that prevent students from submitting the application via the web **in the 72 hours before the deadline** must be communicated by the student using the specific **"change request form"** or **"technical fault report form"** in one of the following ways:
 - by sending an email to benefici@ateneo.univr.it from the student's university email account (.....@studenti.univr.it);
 - or, only if the student does not have a university email account yet, then from another email account, attaching a copy of the front and back of an ID document.
- This must be done by **30/09/2024 at 1:00 pm (= DUB application deadline)**.
Applications submitted by any method other than the ones specified above will NOT be considered.

b.2 PhD

Students enrolled in a PhD or in the Postgraduate Specialisation for Legal Professions must print the relevant application form: “**DUB – PhD 2024-2025**” or “**DUB - Postgraduate Specialisation for Legal Professions – 2024-2025**” which are available in pdf format at: www.univr.it/borsedistudio. This must be completed and signed, then forwarded to the University of Verona by **30/09/2024 at 1:00 pm** in one of the following ways:

- From the applicant’s **university e-mail account** to: ufficio.protocollo@pec.univr.it, also attaching a copy of the student’s ID document, **in pdf format only** (please make sure the pdf file is **non-editable and static**, i.e. there are no links or interactive features).

Applications that are incomplete, received after the deadline or sent in a way not specified above will not be accepted. The University of Verona will not be responsible for any delays in the delivery of the applications.

Art. 5 – Definitions and determination of Student status

1. For the purpose of the awards in question, the following definitions are intended:
 - a) **Local**: Students who reside in the city or within 40 kms of the place where they attend their university courses.
 - b) **Commuter**: Students who reside in a place from which they are able to commute daily to the site where they attend their courses. The distance would be around 40-80 km or 40-80 minutes’ travel time. Students residing in a peripheral area of the university course location may also be considered under this category depending on the specific distance or travel time required by public transport in each case.
 - c) **Non-local**: Students who reside in a place far more than 80 kms or 80 minutes from where they attend their university courses and thus need to find their own paid accommodation near the campus (either in the city where the university site is located or in a municipality classified as local), making use of a public residential structure or other private accommodation for a period of at least 10 months (5 months for last semester students) in the period between 01/10/2024 and 30/09/2025.
Non-local student definition also applies to students who, in the 2024/2025 academic year, undertake a curricular internship in Italy at a location more than 80 km or more than 80 minutes away from where they attend their university courses and who, for this reason, take paid accommodation in the Italian city where the internship takes place for a period that, when added to that at the course location (or at a municipality classified as a location), is not less than 10 months (5 months for last semester students) between 01/10/2024 and 30/09/2025.
If non-local students take accommodation near the campus, that they do not need to pay for, they shall be considered ‘local’ or ‘commuters’.

The definitions of local, commuter and non-local student status are as specified in the tables for university grants and scholarships at www.univr.it/borsedistudio, unless the student concerned provides proof of otherwise by showing official documents issued by transport service providers. This documentation must be attached to the reporting form that will be published online after the publication of the provisional ranking list (see Art. 12.3).

Students living in an area for which they are classified as ‘local’ or ‘commuter’ may not be considered ‘non-local’ even if they show a legal rental contract.

2. Non-EU foreign students

Non-EU foreign students are considered non-local, regardless of the distance between their accommodation and the place where they attend their university courses, except if the student’s family unit lives in Italy. In all cases, to be considered non-local, the students must be paying for

accommodation in the same city as their university campus (or in another municipality classified as local) for at least 10 months (5 months for last semester students) in the period between 01/10/2024 and 30/09/2025. The requirements and deadlines set out in point 4 in this article shall apply.

3. Students staying in ESU student residences

In order to obtain the 'non-local' student status, students staying in ESU paid student residences in Verona do not need to submit any documentation proving the rental agreement; the University will acquire directly from ESU the lists of those who stay in their paid residences for at least 10 months (5 months for last semester students) in the academic year 2024/2025. An exception is made for students participating in international mobility programmes, who must follow the provisions set out in paragraph 5 of this article.

4. Students who are not staying in ESU student residences

To be classified as **NON-LOCAL**, students who are not residing in ESU student residences **must do the following by 15/10/2024 at 1:00 pm** (the date and time when the information is received by the server will be used):

- a) Email the documentation confirming the lease (rental contract and a copy of the registration or online registration, taking into account any extension, change or end of the lease contract) to benefici@ateneo.univr.it. This documentation must be sent as a **single PDF file (the size of which must not exceed 30MB)** from the student's institutional email account (.....@studenti.univr.it), or if the student does not yet have a university email account, then from the student's personal email account, attaching a copy of the front and back of their ID document (please make sure the pdf file is **non-editable and static**, i.e. there are no links or interactive features).

The rental contract must show the following:

- There must be a rental fee charged for the accommodation
- The contract must be in the student's name, or including the student's name in case of joint tenancy;
- The contract must cover at least 10 months within the period from 01/10/2024 to 30/09/2025;
- The contract must be official and legal, signed by both parties and registered at the Italian Revenue Agency (*Agenzia delle Entrate*).

The following must be presented along with the rental contract:

- Documentation showing that the rental contract was registered at the Revenue Agency (taking into account any extension, change or end of the lease contract).
- Receipt of the annual registration fee. If the lease is under '*cedolare secca*', a copy of the registration receipt is required (a copy of the online registration is acceptable).

In case of multiple emails sent, only the last one will be considered: students have the responsibility to make sure they attached complete and readable documents.

Students who do not present a legal rental contract or who do not submit the required documents on time and as instructed above will be classified as 'commuters' (or 'local').

For students who pay for rental accommodation in a **convent, residence or religious institute**, the rental contract does not need to be registered, but it must be printed on the institute's letterhead and must include the personal information of the student, clearly stating the start and end date of the rental period. This documentation must prove that the contract lasted for at least 10 months (5 months for last semester students) between 01/10/2024 and 30/09/2025).

5. Students participating in international mobility programmes (including internships and work placements abroad)

Students who attend a study abroad programme organised through the University in the same academic year will be considered 'non-local' as long as they live in paid accommodation while abroad

for a duration which, together with that in Italy, adds up to **at least 10 months** during the period **01/10/2024 - 30/09/2025**.

Students participating in international mobility programmes (including traineeships and work placements abroad) shall keep their original scholarship (non-local, commuter or local scholarship), without being able to change their student status or increase the amount of the original scholarship.

To be classified as **NON-LOCAL**, students taking part in international mobility programmes (including internships and work placements abroad) must email the documentation confirming the lease **by the strict deadline of 15/10/2024 at 1:00 pm** (the date and time when the information is received by the server will be used), by the methods set out in Art. 4.3.

Students will have to submit a copy of the lease contract in either Italian or English.

Specifically, students who attend a study abroad programme organised through the University in the 2024/2025 academic year, who live in different paid residencies while abroad for a total duration of at least 10 months, will be able to submit their latest lease contract **by 15/03/2025**.

As an exception to the provisions of point 3 above, students staying in ESU residences must also submit their latest lease contract by **15/03/2025**. **They will be classified as 'non-local' only after submitting a copy of the lease contracts covering the entire 10-month period.**

All the documents required under points 1, 2, 3, 4 and 5 above for applying for 'non-local' student status for the 2024/2025 academic year must also be submitted by those who have already done so for previous academic years, or else they will be classified as 'local' or 'commuter'.

6. Detained students

Detained students may apply for university study grants on the same basis as the other students; for the purposes of determining the grant amount, detained students will be considered as 'local' students.

Art. 6 – Financing and scholarship amounts

1. For these awards for the 2024-2025 academic year, funds are allocated from the following sources:
 - a) Revenue collected from the regional tax for university grants and scholarships;
 - b) A possible quota from the supplementary state funds set up specifically pursuant to Legislative Decree no. 68/2012;
 - c) Possible resources from the Veneto Regional Administration pursuant to Legislative Decree no. 68/2012;
 - d) PNRR (*Piano Nazionale di Ripresa e Resilienza*), funded by the European Union – *Next Generation EU*.

The resources from point a), as soon as they have been calculated, will go towards funding the first ranking list of eligible students which will be drawn up as specified in Article 12 of this document.

The other possible resources, stated in letters b) and c), will serve to fund the additional ranking lists which will be drawn up as soon as the availability of the aforementioned funds has been confirmed.

Financial resources will be spread among the various ranking lists, described in Article 12, as per the following criteria:

- 30% to students enrolling in Bachelor's and Master's degrees for the first time, of which:
 - 93% to first-time enrolled EU students and first-time enrolled non-EU students holding a qualification obtained in the EU;
 - 7% to first-time enrolled non-EU students holding a foreign (i.e. non-EU) qualification;
- 70% to enrolled students in their second year onwards (all degree programmes).

For PhD students without a scholarship as set out in Ministerial Decree no. 45/2013, a number of scholarships are allocated, for a total that cannot exceed the percentage of students eligible for a scholarship in 2024-2025 out of the total number of PhD enrolments.

2. Scholarship amounts for **full-time students** are as follows:

Status	Scholarship amounts for the 2024-2025 academic year Full-time, regularly enrolled students		
	ISEE for University		
	From € 0.00 to € 13,153.11	From € 13,153.12 to 17,537.50	ISEE for University from € 17,537.51 to € 26,306.25
	+15% scholarship increase*	Scholarships	
Non-local**	€ 8,068.36***	€ 7,015.97***	from € 7,015.97*** to € 3,507.98***
Commuters**	€ 4,715.05***	€ 4,100.05***	from € 4,100.05*** to € 2,050.02***
Local	€ 3,251.78	€ 2,827.64	from € 2,827.64 to € 1,413.82

* The 15% scholarship increase cannot be combined with the scholarship increase for female students enrolled in STEM (Science, Technology, Engineering and Mathematics) courses;

** deductions will be made as specified in the table below;

*** includes one meal per day (deductions for meals will apply);

For ISEE for University values **from €17,537.51 to a maximum of €26,306.25**, the scholarship awards are gradually reduced as follows:

SCHOLARSHIP AMOUNT = maximum scholarship amount based on the student's status – (ISEE for University - € 17,537.51) * (reduction coefficient)

where:

reduction coefficient = (maximum scholarship amount based on the student's status / 2) / (€ 26,306.25 - € 17,537.51)

From the above scholarship amounts, the following **deductions** will be applied:

STUDENT STATUS	DEDUCTIONS FOR SERVICES Full-time, regularly enrolled students	
	FOOD	ACCOMMODATION
	ESU Verona deduction for the daily meal	ESU Verona accommodation deduction – for students staying in ESU Verona accommodation
Non-local	€760.00 (includes 1 meal per day)	€1,600.00
Commuters	€540.00 (includes 1 meal per day)	---
Local	No meal per day included	---

As set out in Regional Decree (DGR) no. 749 of 2 July 2024, as regards the catering service, deductions will be made and paid to ESU Verona, regardless of whether the student actually benefits from the service.

Enrolled students in their second year onwards who are eligible for a scholarship on the basis of their merit and financial status, but who are not eligible for a scholarship due to a lack of

funds, pursuant to Art. 11, paragraph 4 of Prime Ministerial Decree of 09/04/2001, are allowed to use the catering service free of charge.

Non-local and commuting students enrolled in the first year who are eligible for a scholarship on the basis of their merit and financial status, but who are not beneficiaries of the grant due to lack of funding, and who pay the minimum rate for one meal a day, if they become scholarship holders during the academic year or after the academic year has ended, shall be entitled to reimbursement from ESU of the student fees paid.

With regard to scholarships awarded for the first year beyond the normal programme duration ('fuori corso'), i.e.:

- the 7th semester of Bachelor's degrees;
- the 5th semester of Master's degrees;
- the 11th or 13th semester of Single cycle/Combined five or six year Bachelor+Master's degrees,

the scholarship amount and deductions for canteen services provided by ESU Verona will be 50% of the normal amount.

Students who are eligible for and/or beneficiaries of this scholarship – or other scholarships awarded from public bodies, based on criteria similar to those set out in this Call – are **exempt from paying the regional tax and tuition fees** for the 2024-2025 academic year.

Students who are eligible for and/or beneficiaries of this scholarship for one semester longer than the normal duration of their Bachelor's or Master's degree as determined by the teaching regulations of Ministerial Decree no.s 509/1999 and 270/2004 are exempt from paying the regional tax and 50% of the tuition fees. **Reimbursement of the taxes and student fees paid in the first instalment (excluding stamp duty) will be made automatically towards the end of July 2025.**

As set out in Art. 6 of Law no. 398/1989, **this scholarship may not be combined with other scholarships, grants or bursaries** awarded for student support or similar reasons, except those awarded by national or foreign institutions for education or research abroad (mobility grants). Students who win a scholarship and who have been awarded or are simultaneously awarded another scholarship (except a mobility grant) must choose only one award to accept.

Art. 6 bis - Scholarships for female students enrolled in STEM courses and students enrolled in multiple courses

1. In order to encourage female students' access to higher education in scientific areas, for **female students enrolled in STEM** (science, technology, engineering and mathematics) courses, the amount of the scholarship is increased by 20% compared to the regular one. This increase cannot be combined with the 15% increase for ISEE for university less than or equal to € 13,153.11.

For STEM courses, please refer to the table published in the USTAT open-data area at the following link: <http://dati.ustat.miur.it/dataset/dati-per-bilancio-di-genere/resource/3f52db2f-24ce-4605-8e51-5618cc4ff4e3>.

The scholarship amounts for **female students enrolled in STEM courses as full-time students** are as follows:

STUDENT STATUS	Scholarship amounts for the 2024-2025 academic year Full-time, regularly enrolled female students	
	ISEE for University	
	From € 0.00 to 17,537.50	ISEE for University from € 17,537.51 to € 26,306.25
Non-local*	€ 8,419.16**	da € 8,419.16** a € 4,209.58**
Commuters*	€ 4,920.06**	da € 4,920.06** a € 2,460.03**
Local	€ 3,393.16	da € 3,393.16 a € 1,696.58

* includes one meal per day (deductions for meals will apply);

** deductions will be made as specified in the table in Art. 6,2.

For ISEE for University values **from €17,537.51 to a maximum of €26,306.25**, the

scholarship amount is gradually reduced as follows:

SCHOLARSHIP AMOUNT = maximum scholarship amount based on the student's status – (ISEE for University - € 17,537.51) * (reduction coefficient)

where:

reduction coefficient = (maximum scholarship amount based on the student's status / 2) / (€ 26,306.25 - € 17,537.51)

2. Students enrolled at the same time in multiple degree programmes, who have indicated the **University of Verona as their main University**, are granted a 20% increase compared to the regular scholarship; the amount is increased by a further 15% for ISEE for university amounts of less than or equal to **€ 13,153.11**.

Students enrolled at the same time in multiple courses must communicate their enrolment status and their wish to designate the University of Verona as their main University to the Scholarships and Grants Office (U.O. Diritto allo studio) by sending an e-mail to benefici@ateneo.univr.it by 15 October 2024. Failure to notify the enrolment status within the deadline will result in the grant increase not being paid.

Students who are already enrolled in a degree programme from their second year onwards may not apply under this Call if they have already benefited from a scholarship as a student in their first degree programme.

These students are permitted to obtain and maintain the increased scholarship if they meet and maintain the merit requirements set out in this Call for the entire duration of the courses. The increase will not be granted in the case of students who lose their scholarship eligibility for the course in question.

The scholarship amounts for **full-time students** are as follows:

STUDENT STATUS	Scholarship amounts for the 2024-2025 academic year Full-time students regularly enrolled in multiple degree programmes		
	ISEE for University		
	From € 0.00 to € 13,153.11	From € 13,153.12 to 17,537.50	ISEE for University from € 17,537.51 to € 26,306.25
Non-local*	€ 9,682.03**	€ 8,419.16**	da € 8,419.16** a € 4,209.58**
Commuters*	€ 5,658.08**	€ 4,920.06**	da € 4,920.06** a € 2,460.03**
Local	€ 3,902.13	€ 3,393.16	da € 3,393.16 a € 1,696.58

* includes one meal per day (deductions for meals will apply);

** deductions will be made as specified in the table in Art. 6.2.

For ISEE for University values **from €17,537.51 to a maximum of €26,306.25**, the scholarship amount is gradually reduced as follows:

SCHOLARSHIP AMOUNT = maximum scholarship amount based on the student's status – (ISEE for University - € 17.537,51) * (reduction coefficient)

where:

reduction coefficient = (maximum scholarship amount based on the student's status / 2) / (€ 26.306,25 - € 17.537,51)

In cases falling under points 1 and 2 above, students who are in their first year beyond the normal

programme duration, i.e. in their:

- 7th semester of Bachelor's degrees;
- 5th semester of Master's degrees;
- 11th or 13th semester of Single-cycle/Combined Bachelor+Master's degree programmes lasting five or six years;

will have the amount of their scholarship and the relevant deductions for meals provided by ESU Verona reduced by 50%.

Art. 6 ter – Scholarships for independent students

Independent students are considered to be those who, regardless of the distance between their place of residence and the location of the course attended, have been living away from their parents' home, in a paid accommodation - other than the ESU residential facilities - not owned by a family member, for at least two years before the date on which they submitted their Substitutive Declaration (DSU) and for at least 10 months (5 months for last semester students) between 01/10/2024 and 30/09/2025. During this period, students must have received an income from employment or similar, tax declared for at least two years, of no less than €9,000 per year. In the absence of paid accommodation for the minimum number of months required and/or the income requirement, the student may not be classified as 'independent'.

The amounts of the grants for **full-time independent students** are as follows:

Status	Scholarship amounts for the 2024-2025 academic year full-time, independent regularly enrolled students		
	ISEE for University		
	da € 0.00 a € 13,153.11	da € 13,153.12 a 17,537.50	da € 17,537.51 a € 26,306.25
Fuori sede**	€ 8,068.36***	€ 7,015.97***	da € 7,015.97*** a € 3,507.98***
Pendolare**	€ 7,015.97***		da € 7,015.97*** a € 3,507.98***
In sede	€ 7,015.97***		da € 7,015.97*** a € 3,507.98***

* includes one meal per day (except for local students);

** deductions will be made as specified in the table in Art. 6.2.

Students who are in their first year beyond the normal programme duration, i.e. in their:

- 7th semester of Bachelor's degrees;
- 5th semester of Master's degrees;
- 11th or 13th semester of Single-cycle/Combined Bachelor+Master's degree programmes lasting five or six years;

will have the amount of their scholarship and the relevant deductions for meals provided by ESU Verona reduced by 50%.

To be classified as **INDEPENDENT**, students **must do the following by 15/10/2024 at 1:00 pm** (the date and time when the information is received by the server will be used):

- Email the documentation confirming the lease (rental contract and a copy of the registration or online registration, taking into account any extension, change or end of the lease contract) to benefici@ateneo.univr.it. This documentation must be sent as a **single PDF file (the size of which must not exceed 30MB)** from the student's institutional email account (.....@studenti.univr.it) or, if the student does not yet have a university email account, then from the student's personal email account, attaching a copy of the front and back of their ID document (please make sure the pdf file is **non-editable and static**, i.e. there are no links or interactive features).

The rental contract must show the following:

- There must be a rental fee charged for the accommodation
- The contract must be in the student's name, or including the student's name in case of joint tenancy;
- The contract must cover at least 10 months within the period from 01/10/2024 to 30/09/2025;
- The contract must be official and legal, signed by both parties and registered at the Italian Revenue Agency (*Agenzia delle Entrate*).

The following must be presented along with the rental contract:

- Documentation showing that the rental contract was registered at the Revenue Agency (taking into account any extension, change or end of the lease contract).
- Receipt of the annual registration fee. If the lease is under '*cedolare secca*', a copy of the registration receipt is required (a copy of the online registration is acceptable).

In case of multiple emails sent, only the last one will be considered: students have the responsibility to make sure they attached complete and readable documents.

Students who do not present a legal rental contract or who do not submit the required documents on time and as instructed above will be classified as 'commuters' or 'local'.

For students who pay for rental accommodation in a **convent, residence or religious institute**, the rental contract does not need to be registered, but it must be printed on the institute's letterhead and must include the personal information of the student, clearly stating the start and end date of the rental period. This documentation must prove that the contract lasted for at least 10 months (5 months for last semester students) between 01/10/2024 and 30/09/2025).

Art. 7 – Criteria for assessing financial situation

1. The financial situation of each student is determined based on their ISEE statement, pursuant to Prime Ministerial Decree no. 159 of 5/12/13 and following modifications and additions.
2. Pursuant to Art. 8(3) of Legislative Decree no. 68/2012 and Art. 2(1) of Prime Ministerial Decree no. 159 of 5/12/13, the ISEE and ISPE may be used as additional means of selection, as set forth in paragraphs 7 and 8 respectively.
3. For the purpose of administering the benefits stated in this document, the student's family unit is defined as set out in Prime Ministerial Decree no. 159 of 5/12/13, especially Art. 8.
4. If the student does not live with their parents, the applicant is still considered a member of their parents' family unit unless both of the following conditions are true:
 - a) the student has been living away from their parents' home, in accommodation not owned by a family member, for at least two years before the date on which they submitted their Substitutive Declaration (DSU) pursuant to Art. 10 of Prime Ministerial Decree no.159 of 5/12/2013; and
 - b) the student has had an employee or tax-declared income of at least €9,000 gross per year, as stated in the last tax return filed.
5. Even if the students' parents do not live together, they may be considered part of the same family unit as defined by Art. 3(2) of Prime Ministerial Decree no. 159/2013 except in the cases cited in Art. 3(3) of the same Prime Ministerial Decree if they are married, or in the cases cited in Art. 7(1) of the same Prime Ministerial Decree if they are not married. For the cases referred to in Art. 7(1) of the aforementioned Prime Ministerial Decree, the ISEE statement will include an extra component, calculated based on the single parent's financial situation according to the procedures set out in Appendix 2(2) of the same Prime Ministerial Decree.
6. For PhD students, the family unit is based solely on the financial situation of the student, and their spouse and children if applicable, as set out in Art. 3(2-5) of Prime Ministerial Decree no. 159/2013, and in any case without prejudice to the possibility of the applicant themselves constituting a family unit as per the ordinary regulations in Art. 3 of the aforementioned Prime Ministerial Decree.
7. Pursuant to Art. 8(3) of Legislative Decree no. 68 of 29/03/2012, the financial situation of foreign students or Italian students who reside abroad is defined according to the Equivalent Economic

Situation Indicator Abroad (ISEEE), calculated as the sum of the income earned abroad and 20% of the assets owned abroad, evaluated in the same way based on the average exchange rate of the euro in the reporting year, defined by Ministry of Finance decree under Art. 4(4) of Decree Law no. 167 of 28/06/1990, converted with modifications by Law no. 227 of 04/08/1990.

8. The Equivalent Assets Indicator (ISPE) is calculated as set out in Prime Ministerial Decree no. 159 of 5/12/13.
9. To be eligible to receive any of the benefits referred to in this document, the student's family unit's **ISEE for University** together with the **ISEEE** may not total more than **€26,306.25**.
For the purpose of ascertaining student eligibility, any scholarship received by the student in 2022 which may have contributed to determining the ISEE for University will not be taken into account. Verification will be carried out by the university.
10. Pursuant to Art. 8(3) of Legislative Decree no. 68/2012 and Art. 2(1) of Prime Ministerial Decree no. 159 of 5/12/13, students whose family unit's **ISPE** as stated in point 8) above is more than **€ 42,192.96** may not apply.
The ISPE is calculated by the University based on the information included in the ISEE statement for University, according to the following formula: $ISPE = ISP / \text{equivalence scale}$.
11. The current ISEE and the ISRE income indicator can be calculated if there is a valid ISEE, in the following circumstances:
 - a change in the employment status, as per Art. 9(1)(a),(b),(c) of Prime Ministerial Decree no. 159 of 2013, or
 - a significant change in the current income (over 25%), as set out in the same Art. 9(2), or
 - the interruption of social security, welfare or indemnity arrangements as set out in Art. 4(2)(f) of the aforementioned Prime Ministerial Decree no. 159 of 2013, pursuant to Art. 10(5) of Legislative Decree no. 147 of 15/09/2017, as amended by Article 28-bis of Legislative Decree no. 34 of 30/04/2019.

Art. 8 - Students with foreign residency: ISEE equivalent ('ISEE parificato')

1. To apply for scholarships,
 - students who do NOT reside in Italy; and
 - students residing in Italy who are NOT independent and whose family unit resides abroad should request an **ISEE EQUIVALENT statement** ("*Indicatore Parificato Universitario*" or "*ISEE PARIFICATO*" for short).
2. To obtain the ISEE Equivalent statement, students need to make an appointment at one of the Tax Assistance Centres (CAF) listed at www.univr.it/borsedistudio.
3. At the CAF, students must present the documents indicated in the "LIST OF DOCUMENTS TO SUBMIT TO THE CAF TO CALCULATE THE ISEE EQUIVALENT", which can be viewed at www.univr.it/borsedistudio. Without these, the CAF cannot calculate the ISEE equivalent.
4. The ISEE EQUIVALENT statement will be sent directly by the CAF to the university via electronic means. Students do NOT need to submit a hard copy of the statement to the university.
5. Italian and foreign students who are assigned by the Italian Revenue Agency a tax ID no. which is different from the one in the student's profile on ESSE3, are required to promptly request their Student and Teaching Services Unit to update their profile; moreover, they will need to notify the Scholarships and Grants Office (U.O. Diritto allo Studio) by email to: benefici@ateneo.univr.it
6. With regard to foreign students from **especially poor countries**: financial situation is established by a statement from the Italian diplomatic authority in their country of origin, attesting that they do not belong to a known family of high income and high social status (see the table at www.univr.it/borsedistudio – LIST OF DEVELOPING COUNTRIES). Alternatively, if these students are enrolled at a university in their country of origin that has agreements or conventions with the university where they are enrolling in Italy, the statement can be issued by the aforementioned university.

7. For foreign students from non-EU countries enrolling in the first year of a Bachelor's, Master's or Single cycle/Combined Bachelor+Master's degree, the attestation that the student concerned does not belong to a known family of high income and high social status can alternatively be issued by an Italian entity authorised to guarantee financial coverage (see regulations for foreign students enrolling in university degrees 2024/2025 at <http://www.studiare-in-italia.it/studentistranieri/> with reference to the provisions in force on the enrolment of foreign students in Italian universities; in which case the entity issuing this statement is responsible for returning the amount of any scholarships revoked in the manner specified in Article 14 of this document. In all cases, students must declare all of the income and assets that the members of their family unit have in Italy.
8. To evaluate the financial situation of students recognised as **political refugees, stateless persons or beneficiaries of subsidiary and temporary protection**, only income or assets held in Italy shall be taken into account as described in this Article.

Art. 9 – Criteria for determining merit

1. For students enrolled for the first time in a:
 - **PhD programme or Postgraduate Specialisation for Legal Professions:** students need only to be admitted to the programme as specified by the relevant teaching regulations, in order to be eligible for a scholarship.
 - **Bachelor's, Master's or Single cycle/Combined Bachelor+Master's degree:** scholarships are allocated based solely on the ISEE for University as set out in Article 7 of this document. Merit requirements for the awarding of student benefits are evaluated after enrolment as specified in the following point.
 - **For Bachelor's, Master's or Single cycle/Combined Bachelor+Master's degree** students, the second part of the scholarship will be paid as long as they have gained 20 CFU by 10/08/2025, excluding any credits obtained from previous study programmes. If the aforementioned requirements are met late, but still by 30/11/2024, only the first instalment of the scholarship will be awarded and the student will be exempt from paying the regional tax and 50% of the tuition fees for the 2024-2025 academic year. **If the aforementioned requirements are not fulfilled by 30/11/2024, the scholarship will be permanently revoked and the student will be liable to pay the regional tax and tuition fees for the 2024-2025 academic year.**
2. For non-first year students enrolled in a:
 - **PhD programme or Postgraduate Specialisation for Legal Professions:** in order to be eligible for a scholarship, students in their second year or more must fulfil the requirements to enrol in the successive years of their programme as specified in the relevant teaching regulations.
 - **Bachelor's, Master's or Single cycle/Combined Bachelor+Master's degree:** the following merit requirements relevant to the year of study must be met, including those required for the year of application itself:

BACHELOR'S DEGREES

Year	Minimum credits	Deadline	Bonus
2nd	25	10/08/2024	5
3rd	80	10/08/2024	12
Final semester	135	10/08/2024	15

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREES (6 YEARS)

Year	Minimum credits	Deadline	Bonus
2nd	25	10/08/2024	5
3rd	80	10/08/2024	12
4th	135	10/08/2024	15
5th	190	10/08/2024	15
6th	245	10/08/2024	15
Final semester	300	10/08/2024	15

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREES (5 YEARS)

Year	Minimum credits	Deadline	Bonus
2nd	25	10/08/2024	5
3rd	80	10/08/2024	12
4th	135	10/08/2024	15
5th	190	10/08/2024	15
Final semester	245	10/08/2024	15

MASTER'S DEGREES

Year	Minimum credits*	Deadline	Bonus
2nd	30	10/08/2024	15
Final semester	80	10/08/2024	15

* These limits are increased by the same number of credits more than 180 that the student may be given recognition for at the time of enrolment.

The **bonus** accumulated according to the **degree year** (not the year of study) is used if necessary to meet the aforementioned requirements. Thus:

- students who have a number of CFU below the minimum credits threshold will be automatically provided by the University - without any request from the student - with a number of bonus points according to their degree year (see table above);
- any bonus points that are not used in the academic year of application can be used in the future (also in the case of a Master's Degree);
- during their degree programme, students may be awarded bonus points only once. Once provided with a bonus, students are not allowed to gain additional bonus points: they can only benefit from their remaining bonus points. This rule also applies when transferring from one degree programme to another (e.g. from a Bachelor's to a Master's degree);
- bonus points may not be awarded to part-time students for the purpose of meeting merit requirements, nor to students enrolling in a Master's degree programme whose entry requirements include a degree obtained abroad, as of the 2023/2024 cohort.

e.g. If the bonus of 5 CFU is requested in order to meet the requirements for a scholarship for the

2nd year of the degree and only 3 CFU are needed, in the future only the remaining 2 CFU points may be used.

Art. 10 - Part-time students

1. For part-time students, the duration of the scholarships is as follows.
 - a) Bachelor's degrees: 7 years (14 semesters) from the year of initial enrolment;
 - b) Master's degrees: 5 years (10 semesters) from the year of initial enrolment;
 - c) Single cycle/Combined 5-year Bachelor+Master's degrees: 11 years (22 semesters) from the year of initial enrolment;
 - d) Single cycle/Combined 6-year Bachelor+Master's degrees: 13 years (26 semesters) from the year of initial enrolment.
2. The scholarship application deadlines are the same as specified for full-time students.
3. To be able to apply for a scholarship, part-time students must be enrolled at the university for 2024-2025 and submit a scholarship application in the same way as stated in Article 4 of this document.
4. For the purpose of these scholarship applications, the applicant's number of years of study (passing from full-time to part-time or vice versa) is calculated by considering such years based on if the student is enrolled part-time or full-time for the current academic year. This way, students who pass from one modality to another are neither advantaged or disadvantaged for the ranking lists.
 e.g. Students who studied full-time in their 1st and 2nd years but who intend to do their 3rd year part-time will be considered not as 3rd year students but as 5th year part-time students, and will be evaluated as such for the ranking lists. Conversely, students who studied part-time in their 1st and 2nd years but who intend to switch to full-time for their 3rd year will be considered as 2nd year full-time students, as the first two years part-time correspond to one year full-time.
5. In cases where students switching from part-time to full-time have accumulated a fraction of an academic year (e.g. 1st year full-time, 2nd year part-time), their study time will be rounded up to the nearest full year.
6. For part-time students, scholarships are administered entirely as money (no deductions are made for food services and/or accommodation). The scholarship for part-time students will be reduced by 50% compared to full-time students.
7. Part-time students who are eligible for and/or beneficiaries of a scholarship are exempt from paying taxes and tuition fees for the 2024-2025 academic year. **Reimbursement of the regional tax and student fees paid in the first instalment (excluding stamp duty) will be made automatically towards the end of July 2025.**
8. To be eligible to apply for this award, the merit requirements for non-first year part-time students are as follows:

BACHELOR'S DEGREES

Year	Minimum credits	Deadline
2nd	12	10/08/2024
3rd	25	10/08/2024
4th	60	10/08/2024
5th	80	10/08/2024
6th	110	10/08/2024
7th	135	10/08/2024

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREES (5 OR 6 YEARS)

Year	Minimum credits	Deadline
2nd	12	10/08/2024
3rd	25	10/08/2024
4th	60	10/08/2024
5th	80	10/08/2024
6th	110	10/08/2024
7th	135	10/08/2023
8th	165	10/08/2024
9th	190	10/08/2024
10th	220	10/08/2024
11th	245	10/08/2024
12th	275	10/08/2024
13th	300	10/08/2024

MASTER'S DEGREES

Year	Minimum credits*	Deadline
2nd	15	10/08/2024
3rd	30	10/08/2024
4th	60	10/08/2024
5th	80	10/08/2024

* These limits are increased by the same number of credits more than 180 that the student may be given recognition for at the time of enrolment.

9. The bonus points referred to in Article 9 shall NOT be used to meet the merit requirements.
10. Part-time students' financial and asset situations are determined using the same criteria specified in Article 7 of this document.
11. Non-first year part-time students will receive the second instalment of the scholarship by 30/06/2025.
12. Part-time students enrolled for the first time will receive the second instalment of the scholarship by 30/09/2025 if they have gained at least 10 CFU by 10/08/2025. If the aforementioned requirements are met late, but still by 30/11/2025, only the first instalment of the scholarship will be awarded and the student will be exempt from paying the regional tax and 50% of the tuition fees for the 2024-2025 academic year. **If the aforementioned requirements are not fulfilled by 30/11/2025, the scholarship will be permanently revoked and the student will be liable to pay the regional tax and tuition fees for the 2024-2025 academic year.**

Art. 11 – Students with disabilities

- For enrolled students who have a level of invalidity of **66% or higher** or who **are recognised as people with disabilities pursuant to Art. 3.1 of Law no. 104/1992**, the benefits referred to in Article 3 of this document shall be available for a duration of:
 - 9 semesters for Bachelor's degrees
 - 7 semesters for Master's degrees
 - 13 semesters for Single Cycle/Combined 5-year Bachelor+Master's degrees
 - 15 semesters for Single Cycle/Combined 6-year Bachelor+Master's degrees
- For students with disabilities enrolled for the first time in the **first year** of a Bachelor's, Master's or Single Cycle/Combined Bachelor+Master's degree, the provisions of this application call concerning the second instalment of the scholarship being administered only if students obtain a certain number of credits by 10/08/2024 do not apply, nor do the provisions concerning scholarship revocations as described in Article 14 of this document.
- The merit requirements for **non-first year students with disabilities** are as follows:

BACHELOR'S DEGREES

Year	Disability 66%-80%		Disability 81-100%, or recognised as people with disabilities pursuant to Art. 3.1 of Law no. 104/1992		Deadline
	Minimum threshold	Bonus	Minimum threshold	Bonus	
2 nd	20	4	15	3	10/08/2024
3 rd	64	9	48	7	10/08/2024
1st year <i>fuori corso</i>	108	12	81	9	10/08/2024
Final semester <i>fuori corso</i>	144	12	108	9	10/08/2024

MASTER'S DEGREES

Year	Disability 66%-80%		Disability 81-100%, or recognised as people with disabilities pursuant to Art. 3.1 of Law no. 104/1992		Deadline
	Minimum threshold	Bonus	Minimum threshold	Bonus	
2 nd	24	12	18	9	10/08/2024
1st year <i>fuori corso</i>	64	12	48	9	10/08/2024
Final semester <i>fuori corso</i>	96	12	72	9	10/08/2024

* These limits are increased by the same number of credits more than 180 that the student may be given recognition for at the time of enrolment.

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREES (5 YEARS)

Year	Disability 66%-80%		Disability 81-100%, or recognised as people with disabilities pursuant to Art. 3.1 of Law no. 104/1992		Deadline
	Minimum threshold	Bonus	Minimum threshold	Bonus	
2 nd	20	4	15	3	10/08/2024
3 rd	64	9	48	7	10/08/2024

4th	108	12	81	9	10/08/2024
5th	152	12	114	9	10/08/2024
1st year <i>fuori corso</i>	196	12	147	9	10/08/2024
Final semester <i>fuori corso</i>	240	12	180	9	10/08/2024

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREES (6 YEARS)

Year	Disabilità 66%-80%		Disability 81-100%, or recognised as people with disabilities pursuant to Art. 3.1 of Law no. 104/1992		Deadline
	Minimum threshold	Bonus	Minimum threshold	Bonus	
2 nd	20	4	15	3	10/08/2024
3 rd	64	9	48	7	10/08/2024
4 th	108	12	81	9	10/08/2024
5 th	152	12	114	9	10/08/2024
6 th	196	12	147	9	10/08/2024
1st year <i>fuori corso</i>	240	12	180	9	10/08/2024
Final semester (2nd year <i>fuori corso</i>)	288	12	216	9	10/08/2024

- To fulfil the merit requirements specified above, students can apply any bonus points they accumulated in their previous Bachelor's degree but did not use during that time.
- By the application deadline, the students concerned will need to enter the documentation proving their disability/invalidity in ESSE3 under 'Disability Declaration or DSA' ('*Dichiarazione disabilità o DSA*'). For further information, contact the Inclusion and Accessibility Unit (U.O. Inclusione - Via San Francesco 22, e-mail: inclusione@ateneo.univr.it - tel. 045/8028003).

Art. 12 – Determining the ranking lists for order of merit

- Applicants are responsible for checking the provisional and final ranking lists, which will be posted at www.univr.it/borsedistudio.
- Pursuant to Art. 4(7) of the Prime Ministerial Decree of 9/4/01, the ranking lists showing the order of merit for scholarships shall be drawn up as follows:
 - For students **enrolled for the first time in the first year** of any degree, a single list of all the eligible candidates will be drawn up in ascending order based on the students' ISEE for University statement, without any differentiation between specific degree programmes. **Non-EU students holding a non-EU qualification** in this ranking list will be allocated a maximum of 5% of the total funds reserved for this list.
 - For **non-first year** Bachelor's, Master's and Single cycle/Combined Bachelor+Master's degree students, a merit-based ranking list will be drawn up independently of the specific degree programme.
To establish this list, students will be evaluated amongst their peers based on the type of degree programme (Bachelor's degree; Master's degree; Single cycle/Combined Bachelor+Master's degree) and whether they are full-time or part-time. Results will be transposed to a new scale ranging from 0 to 1 inclusive; in this way, all students can be compared to each other.
In cases of equal merit, students' financial situations will also be used to determine their position on the ranking list.

Ranking list positions are calculated using an absolute coefficient for merit, applying the following formula:

$$\frac{\text{Student's number of credits} - \text{Minimum number of credits}}{\text{Maximum credits} - \text{Minimum credits}}$$

The minimum and maximum number of credits are displayed in the tables in Appendix 1 on pp. 19-20.

c) For PhD students (who are not receiving scholarships as set out in Ministerial Decree no. 45/2013) and students enrolled in the Postgraduate Specialisation for Legal Professions separate ranking lists will be drawn up (first year and non-first year) in ascending order based of the students' ISEE for University statement.

3. The **provisional ranking list will be published by 29/10/2024.**

Students who find any anomalies in the ranking lists referred to in point 2 above should submit a specific "report form", downloadable from the university website, **by 05/11/2024 at 1:00 pm.** Reports received after this deadline will not be accepted.

Students must submit the report form **in pdf format by email only** to benefici@ateneo.univr.it from their university email account, or from another email account if they do not yet have a university email account. In the latter case, a copy of a valid form of ID must be attached with the report.

4. The **final ranking list** will be published **by 31/12/2024.**

Art. 13 – Payment of the scholarships

1. The monetary part of the scholarship – i.e. the scholarship amount net of food services and accommodation (if applicable) as specified in Article 6 – is paid in two equal parts.

2. The **first instalment** of the scholarship is paid to students by 31/12/2024².

3. For non-first year Bachelor's, Master's and Single cycle/Combined Bachelor+Master's degree students, the **second instalment** of the scholarship is paid by 30/06/2024².

4. For students enrolled for the first time in a Bachelor's, Master's or Single cycle/Combined Bachelor+Master's degree, the **second instalment** of the scholarship is paid by 30/09/2025² as long as the student has gained at least 20 CFU (or 10 CFU if part-time) by 10/08/2025.

5. For PhD students and students enrolled in the Postgraduate Specialisation for Legal Professions, scholarships are administered as a single payment by 31/12/2024.

6. To be able to receive scholarship payments, students **must** enter the IBAN details of a current bank account for which they are the holder or co-holder, online in ESSE3 – SEGRETERIA (<https://univr.esse3.cineca.it/Start.do>) **by 30/11/2024.** Students should log in to their account, click on the link "Home - Anagrafica", choose the section "Reimbursement details" > "Change reimbursement details" then follow the instructions to enter the required information.

Please note that if the IBAN details of the student's Banca Popolare di Verona CARD are used, **the CARD needs to have already been activated at one of the branches of Banca Popolare di Verona.**

Failure to enter the IBAN as indicated above or failure to activate the CARD will result in the suspension of the payment of the sums due and the postponement of the payment to the next deadlines set out in the Call (June 2025 or September 2025).

In the year following payment of the scholarship, the University will provide the scholarship-holder with the CU - CERTIFICAZIONE UNICA (Single Certification), an income tax statement, which must be kept for tax purposes and used for any tax returns and for calculating the ISEE.

Art. 14 – Revocation/forfeiture of scholarships and respective eligibility

1. Students enrolled for the first time in a Bachelor's or Master's degree who do not gain at least 20 CFU (or 10 CFU if part-time) towards their degree programme (or the programme they will

² Please note that the student may receive the bank transfer after this date due to the time necessary to process the bank transaction.

enrol in for 2025-2026, if different to the previous) by 30/11/2025 will have their scholarship revoked.

2. Students who have not gained the minimum number of required CFU stated in point 1 above by 30/11/2025 will be liable to pay the regional tax and tuition fees due for the 2024-2025 academic year.
3. Students who have not fulfilled the requirements for the second scholarship instalment by 10/08/2025, and who have not had their scholarship revoked, are exempt from paying the regional tax and 50% of the tuition fees for the 2024-2025 academic year.
4. In exceptional cases, through a request in writing, the deadline for obtaining the minimum number of credits required to avoid revocation may be extended to 28/02/2026.
5. Students will have their scholarship and eligibility for such revoked if, by 10/08/2025:
 - a) they transfer to another university during the 2024-2025 academic year;
 - b) they withdraw from study.
6. Scholarships awarded for the 2024-2025 academic year shall be revoked from students who graduate in the 2023-2024 extra exam session (April 2025, unless extended by the Ministry). In this case, students must return the amount they have received, before the date of their graduation.
7. If their scholarship is revoked, students must return the monetary amount of the scholarship and the value of the food and/or accommodation services provided to them by ESU for that academic year. The reimbursement must be made in accordance with the method and deadline established by the university and/or ESU.

Art. 15 – Statements: corrections and verifications

1. Applications for scholarships and student benefits, and the details concerning students' financial situation and merit, are submitted by students themselves through self-declaration forms as set out in Presidential Decree no. 445 of 28/12/00.
2. The university is obliged to perform spot checks on the truthfulness of students' self-declarations, which must be carried out every year on a sample of at least 20% of the students eligible for services and schemes that are not available to all students.
3. In accordance with the *Regulations for implementing checks on applications for university bursaries*, while performing these checks the university may ask for appropriate documentation to support the completeness and truthfulness of the information provided by students, or to correct data or minor errors.
4. These checks and verifications on the truthfulness of students' self-declarations may be performed even after the benefits have been awarded.
5. Through a memorandum of understanding, the university also sends students' self-declarations of financial position to be further investigated by the Provincial Command of the Italian Finance Police (*Guardia di Finanza*) in Verona.
6. Following appropriate administrative and financial checks, if a declaration that was submitted is found to contain untruthful information, even concerning administrative data or minor errors, any benefits awarded will be revoked. National laws on this matter are applicable, especially Art.s 71, 75 and 76 of Presidential Decree no. 445/2000, Art. 316-ter of the Criminal Code and Legislative Decree no. 68/2012, which states: "*Whoever [...] submits false statements [...] is subject to administrative penalties consisting of the payment of three times the amount made, or the value of services accessed incorrectly, and loses the right to receive other funds for duration of their course of studies, subject in all cases to the application of the penalties provided for in Art. 38(3) of Decree Law no. 78 of 31/05/2010, converted with amendments by Law n. 122 of 30/07/2010, as well as the criminal laws for the acts that constituted the offence.*"
7. All communication regarding information checks shall be transmitted by the University exclusively by email to the student's email address. Students are responsible for checking their inbox regularly.
8. **Students must promptly inform in writing the University Scholarships and Grants Office**

(ufficio.dirittostudio@ateneo.univr.it) of any changes of information that occur after the submission of their application (e.g. corrections to their ISEE statement; update of student career details) that may be relevant to the administration or revocation of their scholarship.

Art. 16 – Information on the processing of personal data

1. Pursuant to EU Regulation 2016/679, the University of Verona is the Data Controller of the personal data of those who apply for a grant or scholarship. Detailed information on the purposes of the processing, data recipients and rights of Data Subjects is available on the University's website, at the following link: www.univr.it/en/privacy

Art. 17 – Procedure Officer

1. The Procedure Officer, in accordance with and for the purposes of Law no. 241/1990 and following modifications, is the Head of the University Scholarships and Grants Office - Teaching and Student Services Office, Via San Francesco 22, 37129 Verona. Ph: 045 8028001.
2. Candidates may exercise their right of access to the procedures by submitting a request form that can be downloaded at <https://www.univr.it/it/altri-contenuti-accesso-civico>

Art. 18 – Contact details for information

For more information about this call for applications, please contact: University Scholarships and Grants Office ("U.O. Diritto allo Studio"), Via San Francesco 22, 37129 Verona. Ph: 045 8028001.

Art. 19 – Reference legislation

1. Presidential Decree no. 445/2000 "Legislative provisions concerning administrative documents".
2. Academic regulations of the University of Verona - Issued by Rectoral Decree rep. no. 11827 of 28/11/2023 protocol no. 470067 and subsequent amendments.
3. University Regulations for Students - Issued by Rectoral Decree rep. no. 5520 of 14/06/2023 prot. no. 261461 and subsequent amendments.
4. Regulations for the implementation of checks on scholarship applications issued by Rectoral Decree rep. no. 610 of 26 April 2016;
5. Prime Ministerial Decree 09/04/01 "Equal treatment regarding university bursaries".
6. Legislative Decree no. 68 of 29/03/12, Review of the main legislation on university bursaries and the enhancement of legally recognised university colleges, in implementation of the mandate provided for in Art. 5(1)(a: second sentence) and (d), Law no. 240 of 30/12/2010 and according to the principles and guidelines laid down in par. 3(f) and par. 6.
7. Prime Ministerial Decree no. 159 of 05/12/13 "Regulations on the revision of the means of determining and fields of application of the ISEE".
8. Resolution of the Regional Council of Veneto no. 749 of 2/07/2024 regarding the adoption of the annual plan of action for implementing university scholarships and grants 2024-2025.

The Rector
Prof. Pier Francesco Nocini

APPENDIX 1 - minimum and maximum credit tables for determining the applicant's position in the ranking list

BACHELOR'S DEGREES Full-time students			MASTER'S DEGREES Full-time students		
Year of study	Maximum credits	Minimum credits	Year of study	Maximum credits	Minimum credits
2nd year	60	25	2nd year	60	30
3rd year	120	80	Final semester	120	80
Final semester	180	135			

BACHELOR'S DEGREES Part-time students			MASTER'S DEGREES Part-time students		
Year of study	Maximum credits	Minimum credits	Year of study	Maximum credits	Minimum credits
2nd year	30	12	2nd year	30	15
3rd year	60	25	3rd year	60	30
4th year	90	60	4th year	90	60
5th year	120	80	5th year	120	80
6th year	150	110			
7th year	180	135			

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREE (6 years) Full-time students			SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREE (5 years) Full-time students		
Year of study	Maximum credits	Minimum credits	Year of study	Maximum credits	Minimum credits
2nd year	60	25	2nd year	60	25
3rd year	120	80	3rd year	120	80
4th year	180	135	4th year	180	135

5th year	240	190
6th year	300	245
Final semester	360	300

5th year	240	190
Final semester	300	245

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREE (6 years) Part-time students

Year of study	Maximum credits	Minimum credits
2nd year	30	12
3rd year	60	25
4th year	90	60
5th year	120	80
6th year	150	110
7th year	180	135
8th year	210	165
9th year	240	190
10th year	270	220
11th year	300	245
12th year	330	275
13th year	360	300

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREE (5 years) Part-time students

Year of study	Maximum credits	Minimum credits
2nd year	30	12
3rd year	60	25
4th year	90	60
5th year	120	80
6th year	150	110
7th year	180	135
8th year	210	165
9th year	240	190
10th year	270	220
11th year	300	245

STUDENTS WITH DISABILITIES - minimum and maximum credit tables for determining the applicant's position in the ranking list

BACHELOR'S DEGREES Students with 66-80% disability		
Year of study	Maximum credits	Minimum credits
2nd year	60	20
3rd year	120	64
1st year <i>fuori corso</i>	180	108
Final semester (2nd year <i>fuori corso</i>)	180	144

MASTER'S DEGREES Students with 66-80% disability		
Year of study	Maximum credits	Minimum credits
2nd year	60	24
1st year <i>fuori corso</i>	120	64
Final semester (2nd year <i>fuori corso</i>)	120	96

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREE (6 YEARS) Students with 66-80% disability		
Year of study	Maximum credits	Minimum credits
2nd year	60	20
3rd year	120	64
4th year	180	108
5th year	240	152
6th year	300	196
1st year <i>fuori corso</i>	360	240
Final semester (2nd year <i>fuori corso</i>)	360	288

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREE (5 YEARS) Students with 66-80% disability		
Year of study	Maximum credits	Minimum credits
2nd year	60	20
3rd year	120	64
4th year	180	108
5th year	240	152
1st year <i>fuori corso</i>	300	196
Final semester (2nd year <i>fuori corso</i>)	300	240

BACHELOR'S DEGREES Students with 81-100% disability or recognised as people with disabilities pursuant to Art. 3.1 of Law no. 104/1992		
Year of study	Maximum credits	Minimum credits
2nd year	60	15
3rd year	120	48
1st year <i>fuori corso</i>	180	81
Final semester (2nd year <i>fuori corso</i>)	180	108

MASTER'S DEGREES Students with 81-100% disability		
Year of study	Maximum credits	Minimum credits
2nd year	60	18
1st year <i>fuori corso</i>	120	48
Final semester (2nd year <i>fuori corso</i>)	120	72

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREE (6 YEARS) Students with 81-100% disability		
Year of study	Maximum credits	Minimum credits
2nd year	60	15
3rd year	120	48
4th year	180	81
5th year	240	114
6th year	300	147
1st year <i>fuori corso</i>	360	180
Final semester (2nd year <i>fuori corso</i>)	360	216

SINGLE CYCLE/COMBINED BACHELOR+MASTER'S DEGREE (5 YEARS) Students with 81-100% disability		
Year of study	Maximum credits	Minimum credits
2nd year	60	15
3rd year	120	48
4th year	180	81
5th year	240	114
1st year <i>fuori corso</i>	300	147
Final semester (2nd year <i>fuori corso</i>)	300	180