NOTICE OF COMPETITION

FOR THE ASSIGNMENT OF ESU UNIVERSITY ACCOMMODATION TO STUDENTS ENROLLED AT THE UNIVERSITY OF PADUA

A.Y. 2021 / 2022

Period 22.09.2021 (students subsequent years) > 22 July 2022
Period 24.09.2021 (students first years) > 22 July 2022
INDEX

SCHEDULE OF DUE DATES  PAGE 3

1 - INFORMATION ON THE HOUSING SERVICE  PAGE 4

1.1 WHO CAN APPLY?  PAGE 4
1.2 WHO CANNOT APPLY?  PAGE 5
1.3 WHO IS THE RECIPIENT OF THE BENEFIT?  PAGE 5
1.4 ACCOMMODATION PLACES COMPETITION AND RESERVES  PAGE 5
1.5 FEES AND PAYMENT METHODS  PAGE 6

2 – HOW TO APPLY  PAGE 8

2.1 ONLINE COMPETITION APPLICATION  PAGE 8
2.2 ONLINE APPLICATION PROCESSING  PAGE 9
2.3 DETERMINATION OF RANKINGS-ACCOMMODATION ASSIGNMENT-PAYMENT OF DEPOSIT  PAGE 9
2.4 RANKING PUBLICATION  PAGE 10
2.5 SIGNING THE ACCOMMODATION ASSIGNMENT AND ACCEPTANCE FORM  PAGE 10
2.6 WHO IS NOT ELIGIBLE?  PAGE 11

3 – OTHER INFORMATION  PAGE 12

3.1 ASSESSMENT OF FINANCIAL POSITION  PAGE 12
3.2 INFORMATION REGARDING THE USE OF PERSONAL DATA  PAGE 12
3.3 NORMATIVE REFERENCES  PAGE 13

4 - TABLES AND ANNEXES  PAGE 15

TABLES

TAB. 1 STUDY COURSES/N° OF YEARS  PAGE 16
TAB. 2 ESU RESIDENCES  PAGE 16
TAB. 3 PRIVATE RESIDENCES THAT HAVE AN AGREEMENT  PAGE 16
TAB. 4 ACCOMMODATION / ESU FEES  PAGE 17
TAB. 5 MONTHLY SURCHARGES  PAGE 17
TAB. 6 ASSIGNMENT DATES  PAGE 17

ANNEXES

ANNEX 1 ELIGIBILITY REQUIREMENTS  PAGE 18
ANNEX 2 ISEE – INFORMATION  PAGE 20
ANNEX 3 STUDENTS WITH DISABILITIES  PAGE 21
ANNEX 4 ITALIAN AND FOREIGN STUDENTS/DOCTORAL STUDENTS/POSTGRADUATES RESIDENT ABROAD  PAGE 24
SCHEDULE OF DUE DATES

**Competition applications can be made as of Monday 12 July at 13:00**

Students enrolled/enrolling at the University of Padua who wish to participate in the Accommodation Competition must complete the online application, in the manner indicated in this Notice for applications, **by 13:00** on the deadline day indicated in the Table.

<table>
<thead>
<tr>
<th>Student Type</th>
<th>Fill in online application, by</th>
<th>Entry into accommodation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students/Doctoral students/Postgraduates (not medical area) subsequent years</td>
<td>25 August 2021 13:00</td>
<td>22 September 2021*</td>
</tr>
<tr>
<td>EU Students first year specialisation course (Laurea Magistrale)</td>
<td>31 August 2021 13:00</td>
<td>24 September 2021</td>
</tr>
<tr>
<td>Non-EU Students first year specialisation course (Laurea Magistrale)</td>
<td>31 August 2021 13:00</td>
<td>24 September 2021</td>
</tr>
<tr>
<td>EU first-year students</td>
<td>31 August 2021 13:00</td>
<td>24 September 2021</td>
</tr>
<tr>
<td>Non-EU first-year students</td>
<td>31 August 2021 13:00</td>
<td>24 September 2021</td>
</tr>
<tr>
<td>Doctoral students/Postgraduates (not medical area) first years</td>
<td>31 August 2021 13:00</td>
<td>24 September 2021</td>
</tr>
</tbody>
</table>

*Excluding assignees for Copernico Residence (see point 2.5 on page 10 of this notice)

The deadlines are peremptory and, therefore, it will not normally be possible to fill in or supplement the application already submitted after these deadlines.

The electronic system of ESU online services certifies the date and time of submission of the online application.

Please ensure that you submit your "DSU" (Single Substitute Declaration) to the "CAF" (Tax Assistance Centre) to calculate your ISEE in order to meet the deadline for submitting your application.

DSU/ISEE Certification data entered in the form by the student will be exchanged with INPS, for the purpose of validation.

Foreign or Italian students residing abroad must request their "ISEE/ISPEU Parificato universitario" from the CAF with which we have special arrangements, CIA (located in via Longhin n° 25, Padua), by the date of submission of the online application.

In no case will it be possible to accept requests for ISEE after the deadline for applications expires. **Exceptionally, for international students, see Annex 4 page 22 of the Notice.**

It is important to read the Accommodation Competition Notice and the **Residence General Regulations** before accessing the area “**Student Accommodation University of Padua**” of the Sportello Studente/Student Help Desk: [https://myesupd.dirittoallostudio.it](https://myesupd.dirittoallostudio.it)
1 - INFORMATION ON THE HOUSING SERVICE

The housing service is part of the right to university study whose benefit is attributed by competition to students in possession of the merit and financial requirements provided for by legislation.

1.1 WHO CAN APPLY?

Students can participate in the competition for the allocation of ESU accommodation for the academic year 2021/2022 if they are in the categories "Off Site" and "Commuter" and are enrolled/enrolling at the University of Padua for the A.Y. 2021/2022 on the courses of:

- three-year degree course (Laurea Triennale)
- two-year specialisation course (Laurea Magistrale)
- single cycle master's degree/laurea magistrale a ciclo unico
- specialisation (not medical area)
- research doctorate (including those benefitting from the scholarship referred to in Ministerial Decree No. 45/2013)

Students with motor or visual disabilities can participate regardless of residence.

The benefit is granted only for the achievement of the first qualification for each level of study and, as a priority, to Off Site students.

Upon entering the residence, students must already be enrolled for the A.Y. 2021/22.

<table>
<thead>
<tr>
<th>Off-Site Student</th>
<th>resides in municipalities/locations more than 80 km from the venue of the course attended and/or has travel times (by public transport) greater than 80 minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commuter Student</td>
<td>resides in municipalities/locations between 40 and 80 km from the venue of the course attended and/or has travel times (by public transport) between 40 and 80 minutes</td>
</tr>
</tbody>
</table>

For the definition of the status of Off-Site and Commuter, the student must strictly comply with the Table of geographical distances published by ESU and the University.

STUDENTS WHO ARE GRADUATING FROM A THREE-YEAR COURSE OF STUDY (LAUREA TRIENNALE) WITHIN THE LAST GRADUATION SESSION OF THE AY. 2020/2021 and who enrol on the first year of the master's degree (Laurea Magistrale) AY. 2021/2022, must complete the online application as first-year Laurea Magistrale students, declaring the presumed date of graduation from the first degree course (Laurea Triennale).

Based on the availability of places, students will be able to have access to residences after checking their pre-enrolment status for the AY 2021/2022 or graduation application and notifying them by initiating a "Ticket" with ESU (https://myesupd.dirittoallostudio.it > Sportello Studente/Student Help Desk> Diritto allo Studio/Right to Study). Any student unable to obtain their degree by that date must report the matter promptly.

STUDENTS TRANSFERRING FROM ANOTHER UNIVERSITY, to continue a degree course at the same level, can participate in the housing competition "with reserve" and obtain the assignment of accommodation from remaining availability once the benefit has been assigned to eligible Off-Site and Commuter students.

Their position will be "frozen" and the attribution of the fee will be consistent with the possible outcome of the application for a scholarship by the University (eligible, scholarship, ineligible) with application of the relative fee: Reduced, full, Non Eligible-ineligible to compete (TABLE. 4).

Applicants can notify their enrolment by initiating a "Ticket" from the portal https://myesupd.dirittoallostudio.it > Sportello Studente/Student Help Desk> Diritto allo Studio/Right to Study.
1.2 WHO CANNOT APPLY?

The following are excluded from the allocation of accommodation:

- students who, in previous academic years, have undergone a revocation measure for their accommodation or for whom there is a pending revocation measure;
- students assigned accommodation for the A.Y. 2020/2021 and who are not up to date with their payment of fees or who are in debt to the Company;
- students who have withdrawn from their studies and who benefited from accommodation for the same year of the course at a rate different from that envisaged for “Non Eligible-inaligible to compete” students;
- students who have incurred the penalties provided for by law following checks carried out on their self-certification;
- students for whom records show no "DSU" (Single Substitute Declaration) - ISEE Certificate - ISEE Parificato universitario Year 2021 c/o INPS or CAF with which we have special arrangements CIA (located in via Longhin n° 25, Padua) within the terms set by the Notice.

1.3 WHO IS THE RECIPIENT OF THE BENEFIT?

To access accommodation on Full and Reduced, Fees, students must meet the following requirements:

<table>
<thead>
<tr>
<th>ENROLLED FIRST YEARS</th>
<th>FINANCIAL REQUIREMENTS ONLY (from ISEE/ISEE Parificato certification)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENROLLED SUBSEQUENT YEARS</td>
<td>MERIT (as of 10.08.2021) AND FINANCIAL (from ISEE/ISEE Parificato Certification)</td>
</tr>
</tbody>
</table>

Depending on their course of study, students can participate in the allocation of ESU accommodation at full or reduced rates for a different number of years starting from the year of first enrolment, as indicated in TABLE 1.

Enrolment belonging to careers concluded with withdrawal from studies are not counted, provided the student has not received any scholarship during the previous enrolment or, if received, has renounced it, with consequent return and payment of any service fees, at the time of submitting the application.

Any credits acquired in the previous enrolment cannot be computed for merit for the purpose of the benefit in the new course of study.

The count also includes the levels of courses already achieved at other universities in Italy or abroad.

Withdrawal from studies, which may have occurred during a three-year degree course (Laurea Triennale), does not affect the career of a two-year specialisation course (Laurea Magistrale).

1.4 ACCOMMODATION PLACES COMPETITION AND RESERVES

For the academic year 2021/2022 has accommodation available through competition of around 650 beds without prejudice to unforeseeable situations, in the housing listed in TABLE 2.

<table>
<thead>
<tr>
<th>ACCOMMODATION COMPETITION RESERVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>70%</td>
</tr>
<tr>
<td>30%</td>
</tr>
</tbody>
</table>
The following reserves are foreseen for the accommodation available in the competition:

- for students enrolled on research doctorate (including those who benefit from the scholarship referred to in D.M. No. 45/2013) and specialisation courses (not medical area), up to a maximum of 10%;
- for students with certified motor/visual disabilities: 26 equipped accommodation places (TABLE 2) Students eligible for the competition with other types of disabilities will be assigned dedicated places, availability permitting (contact the Residence Sector by 9 September 2021).

30% of places reserved for first year students are distributed as follows:

<table>
<thead>
<tr>
<th>80%</th>
<th>STUDENTS - FIRST YEARS - EU CITIZENS</th>
</tr>
</thead>
<tbody>
<tr>
<td>20%</td>
<td>STUDENTS - FIRST YEARS (all courses) NON EU CITIZENS</td>
</tr>
</tbody>
</table>

20% of the places reserved for non-EU first year students are divided as follows:

- 50% students enrolled on three-year degree (laurea triennale) and single cycle master's degree (magistrale ciclo unico)
- 50% students enrolled on master’s degree (laurea magistrale)

The places reserved for non-EU students first years three-year degree (laurea triennale) and single cycle master’s degree (magistrale ciclo unico) are further divided according to the following criterion:

40% for students from non-EU European countries, 25% for students from African countries, 25% for students from Asian countries, 10% for students from other countries.

**OTHER RESERVES**

Commuters who meet the merit and financial requirements of the competition, can be assigned up to a maximum of 10% of the places available in the competition.

The final assignment in favour of these users is conditioned, unwaveringly, by the availability of places following assignment to eligible Off-Site students and will be notified on the official web site.

These students (and Doctoral students/Postgraduates) will have to pay the monthly fees.

### 1.5 FEES AND PAYMENT METHODS

For the period of stay in the accommodation, the fees are as follows:

**FULL RATE:** for Off Site students receiving regional scholarships for which the relative service has been monetised and for Off Site students admitted to accommodation in possession of the eligibility requirements. This rate also includes autonomous province, regional, public bodies/institution scholarship students and Doctoral students/Postgraduates (not in the medical area).

For Commuter students who meet the eligibility requirements, a supplement of **26 euro** per month will be applied to the full rate.

**Reduced RATE:** equal to 50% of the full rate, exclusively for Off Site students who, after taking part in the accommodation competition, were eligible for the regional scholarship, but not beneficiaries due to lack of funds. The reduced rate will be applied only after the publication of the results of the competition announcement for regional scholarships. Before the publication of these results, students will have to pay the full rate, pending later adjustment.

**Non Eligible-ineligible to compete rate:** for students without the requirements set out in this notice for the granting of the benefit, or exceeding the established reserves, and assignees of accommodation subject to the depletion of the lists of suitable candidates, upon request online (ref Point 2.6).

TABLE 4 and TABLE 5 list the Fees according to the type of room assigned (single or double) and the Increases for each residence.
Fees include utilities (electricity, water) and the use of ancillary services in the residences, for example: Internet connection, air conditioning (where available), telephone services, etc.... Any interruption to these services does not entitle you to refunds or price reductions.

**METHOD OF PAYMENT OF FEES**

Payment can be made through the PagoPa-MyPay, by connecting to https://myesupd.dirittoallostudio.it as described in the Residence General Regulations.

Different payment methods (via POS and bank transfer) will be allowed only in exceptional circumstances and only upon reasoned request made via "ticket" to the HOUSING SERVICE https://myesupd.dirittoallostudio.it.

**DEDUCTION FROM THE REGIONAL SCHOLARSHIP**

Off Site assigned students who are recipients of regional scholarships will have deducted by the University the amount of 1,500.00 Euro = on an annual basis (750 Euros for students enrolled in the last semester) and, therefore, if required, will have to pay ESU any difference corresponding to higher accommodation fees.

For any scholarship student recipient of accommodation, whose fees due are less than the deduction made, the difference will be refunded to the IBAN indicated on the application or in the dedicated area.

**PRIVATE RESIDENCES WITH WHICH ESU HAS SPECIAL ARRANGEMENTS**

If a student has accommodation in a private residence with which ESU has special arrangements, and, at the end of the competition procedure, is the assignee of a regional scholarship, as an Off Site student and by means of a specific application to be presented by 2/11/2021 to ESU - Right to Study Sector, he/she may request the accreditation to the Administration of the Residence of the amount deducted from the Scholarship for the residential service, to go towards the fee charged (TABLE 3).

### 2 - HOW TO APPLY

#### 2.1 ONLINE COMPETITION APPLICATION

The application must be completed - within the deadline - by accessing ESU Padova online services from the official portal https://myesupd.dirittoallostudio.it and involves the following stages:

- **ACCESS:** “ACCESS using MyID, SPID or CIE”

  *The following categories cannot ACCESS using SPID:*
  Students under the age of 18
  International adult students who do not have a valid Italian identity document and who do not have an Italian tax code.

  *These categories MUST proceed with*

  **ACCREDITATION** by means of username and password of the person concerned + UPLOAD of a copy in PDF format of a valid passport

- **COMPLETION OF FORM** Student Accommodation University of Padua

  once CONFIRMED, THE application MUST be supplemented, by accessing the areas:
- **COMPLETION OF 2021/2022, INCOME DATA**, in which the financial data taken from the ISEE 2021 ISEE Parificato universitario certification 2021 must be entered:

  - for students residing in Italy, the ISEE and ISP values elaborated in the ISEE Certificate that applies to Right to University Study Subsidies;
  - for foreign students or Italian students resident abroad, the ISEEU and ISPEU values elaborated by the CAF with which we have special arrangements CIA (located in via Longhin n° 25, Padua) deductible from the ISEE Parificato universitario 2021 (referring to 2019 income and 2019 assets).

**UPLOAD DOCUMENTS**, inserting the required documents (e.g. identity document)

Students can personally edit her/his application (**eg status…**), up to the application deadline date for **STUDENT ACCOMMODATION UNIVERSITY PADUA**, by accessing the **area**: https://myesupd.dirittoallostudio.it

Data can also be edited in the **area**:

- **ANAGRAFICA** for editing personal data
- **IBAN** to update of bank details
- **COMPLETION OF INCOME DATA 2021/2022** to edit financial data

The ESU online services information system guarantees the inclusion of the application for participation in the competition when completed by selecting **CONFIRM** by the closing date and time indicated in the notice.

24 hours after the CONFIRMATION of the accommodation request, students can download the relative receipt from the **area: RECEIVED APPLICATIONS 2021/2022**, from the Sportello Studente/Student Help Desk home page.

**N.B.** the data entered in the application is declared pursuant to Presidential Decree 445/2000; students are responsible for their truthfulness of their declarations By submitting the online application to the Portal (https://myesudp.dirittoallostudio.it), in the manner required by the Notice of Competition – accessing via SPID or using credentials issued by ESU - the application for accommodation is deemed to be signed by the student using electronic signature.

Upon entering the residence, the student must, nevertheless, show his/her identification document.

All information relating to the online application is available from the Student Help Desk, accessible via your credentials from the portal https://myesupd.dirittoallostudio.it

Residences must be indicated in progressive order of **preference** in order to allow the automatic assignment of accommodation. **The preferences expressed do not in any way constitute a booking of accommodation and do not entitle you to any specific accommodation**

**Assignment of accommodation is not bound by the preference expressed.**

Applications submitted after the **deadline** will not be admitted to the competition.

### 2.2 ONLINE APPLICATION PROCESSING

In order to determine eligibility, ESU will electronically acquire the students' merit situation, as resulting from the information system of the University of Padua.
It will therefore be the student’s responsibility to ensure that all credits obtained by 10 August 2021 have been recorded in their entirety and are present in UNIWEB before the deadline for applications for accommodation and the assignment of places has expired.

For the criteria for determining merit, see ANNEX 1.

For students with disabilities special criteria are provided for determining their merit and income (ANNEX 3).

2.3 DETERMINATION OF RANKINGS - ACCOMMODATION ASSIGNMENT - PAYMENT OF DEPOSIT

The rankings for granting the benefit to eligible students are drawn up according to the following criteria:

- subsequent years according to parameters of merit and thereafter financial position (ISEE) in the event of a tie

absolute coefficient of merit = \( \frac{N^\circ \text{ student credits} - \text{minimum threshold}}{\text{maximum threshold} - \text{minimum threshold}} \)

- first years of all degree courses, on the basis of increasing ISEE.

For those enrolled on specialisation courses (not medical area) and research doctorate (without scholarship), the ranking is ordered in increasing order according to increasing ISEE.

Students who are eligible for the competition will be able to obtain the assignment of accommodation on the established dates (TABLE 6).

In the portal https://myesupd.dirittoallostudio.it > Sportello studente/Student Help Desk, Students assigned accommodation will find the offer and, in the Pago PA-MyPay section, the deposit (Euro 300.00) and the terms for making payment using the PAGO PA-MyPay.

The payment of the deposit constitutes confirmation of the assigned accommodation, which will be made unavailable to others.

Once the payment deadline has expired without the student having paid the deposit, the benefit will lapse and the accommodation place will be returned to the total remaining availability.

The deposit will be transformed into a security deposit once you have taken the accommodation. If necessary, ESU may assign the student alternative accommodation, when, e.g., deferring the opening of certain residences. In the event of unavailability, ESU will return the deposit to the student.

Students who have taken possession of the accommodation are required to comply with the Regolamento Generale delle Residenze universitarie/General Regulations of the University Residences, including payment terms.

RETURN OF THE DEPOSIT

In exceptional cases, for reasons not dependent on the student, it will be possible to request the refund of the deposit paid for the accommodation booking, it being understood that the student who enters the Residence will have to pay the monthly fee at the “Non Eligible-ineligible to compete” rate.

The refund of the deposit will take place - as a rule - within 60 days from the assignment end date and will be paid into the bank account indicated by the student.
**FIRST YEAR INTERNATIONAL NON-EU STUDENTS**

The assignment of accommodation for students from outside the European Union with suitable results takes place automatically, based on the position in the ranking, formulated as follows:

- a - on the basis of increasing ISEE Parificato Universitario
- b – If the ISEE Parificato universitario is equal, on the basis of Italian language tests.

In the event that an **Italian language test** is necessary, the Right to Study Sector will provide appropriate communication to applicants.

### 2.4 RANKING PUBLICATION.

The names of students eligible for the competition and those assigned accommodation places will be accessible from the portal [https://myesupd.dirittoallostudio.it](https://myesupd.dirittoallostudio.it), which can be accessed using SPID or your credentials, in the Student Help Desk/Sportello studente.

### 2.5 ACCESS TO THE RESIDENCE AND ACCEPTANCE OF ACCOMMODATION

Students who are eligible for the competition - and who are duly enrolled at the University of Padua for the A.Y. 2021/2022 (pre-enrolled students must prove full enrolment by 31/10/2021) - must access residences on the following dates:

- **22/09/2021** > **SUBSEQUENT YEARS** (all degree, specialised/research doctorate courses)
  **EXCLUDING Copernico residence assignees**

- **24/09/2021** > **FIRST YEARS** (all degree, specialised/research doctorate courses)
  **INCLUDING all Copernico residence assignees**

Before entering the residence, assignees are required to participate in a presentation and information meeting on RESIDENTIAL SERVICES, which will be held via a digital platform. The meetings, with maximum duration of 30 minutes, will illustrate the regulations of the Residences and present those in charge. Participation is compulsory and notification from the Residence Sector will be sent 48 hours before the event.

Students, upon entering the Residence, shall accept their accommodation by signing the room key collection form, which constitutes acceptance of the assigned accommodation and the rules contained in the General Residence Regulations.

The residences will be accessible until 10.00 am on 22 July 2022.

Students assigned accommodation who do not show up on the dates indicated above, are considered to have RENOUNCED, without the right to a refund of the deposit, except under **justifiable circumstances** to be notified by initiating a "Ticket" on the portal [https://myesupd.dirittoallostudio.it](https://myesupd.dirittoallostudio.it) ➤ housing service.

Those who have obtained the postponement of entrance due to justifiable circumstances and do not collect the key by **15 October 2021** will be considered to have RENOUNCED and will have to pay the fees for entire month of October, in addition to loosing the deposit, AT THE **Non Eligible- ineligible to compete RATE**.

With the assignment of the accommodation, the conventional furnishing of the room is guaranteed, **excluding linen** (sheets, pillowcases, towels and pillow), which the assignee must provide (**Residence General Regulations**). Furthermore, students in accommodation are required - in accordance with the General Residence Regulations - to participate in the **Safety Course** organised by ESU and any others deemed of interest (e.g. on inclusion and disability ...), to sort of their **waste** correctly, as established in the Regulations, with a view to environmental sustainability.
Students must also comply with the provisions established by the ESU Protocol published on the official website, regarding measures to combat and contain the spread of the COVID-19 virus. In particular, the first access, temporary and/or definitive return to residences by students must be justifiable and agreed with the Manager and a specific self-declaration must be filled in. Further information will be available and updated on the website.

2.6 WHO IS NOT ELIGIBLE?

Once assignments of the eligible students are depleted, the lists/rankings lapse in all respects. Any residual accommodation can be assigned to students who submit an application in the appropriate surplus accommodation application Form (area “domanda posto letto extra concorso”) from the Sportello studente/Student Help Desk according to the methods that will be published on the website after 15 October 2021. If assigned, these students will be charged the relative “Non Eligible-ineligible to compete” rate.

3 - OTHER INFORMATION

3.1 ASSESSMENT OF FINANCIAL POSITION (ARTICLE 71 OF PRESIDENTIAL DECREE NO. 445/2000)

For the purpose of ascertaining the Financial Position, ESU Padua carries out checks on the actual condition of the student on a sample basis - even after the assignment of the benefit - and if the non-truthfulness of what has been declared is proven, ESU will immediately revoke the accommodation assigned (or request payment of the monetary value of the benefit enjoyed) and will also apply the legal sanctions envisaged.

To this end, ESU Padua may carry out, with every available means, investigations deemed appropriate and also request information from the Authorities concerned. ESU Padua may carry out checks on databases (SIATEL, INPS) and tax checks. Furthermore, ESU will send data relating to the students benefiting from DSU, to those institutions that request it and also the lists of students assigned accommodation with reduced or full fees to INPS and the Provincial Command of the Guardia di Finanza - according to the provisions of the Memorandum of Understanding.

Anyone who, without being in the conditions established by the relevant laws, uses the service referred to in this notice as a result of untruthful declarations, made by themselves or their relatives, shall lose the right to obtain any benefits and/or services provided by ESU, for the duration of the course of study, without prejudice to reporting any unlawful deed identified to the appropriate authorities (articles 75 and 76 of Presidential Decree No. 445/2000), and shall be fined in the amount of three times the sum due (art 10 of Legislative Decree 68/2012).

3.2 INFORMATION REGARDING THE USE OF PERSONAL DATA (GDPR)

Pursuant to Article 13 of European Regulation 2016/679 (GDPR), the data acquired through self-certification as well as data contained in the required documentation is intended for the processing of the rankings of students for the assignment of university accommodation as per L.R. n° 8/1998.

The provision of data is necessary for participation in the competition and failure to provide data will result in exclusion from the competition.

The lists and rankings with the names of the students eligible for the competition will be published in a specific area of the official website.
The collected data may be communicated to other public bodies if necessary for the performance of the institutional functions of ESU or by virtue of legal obligations.

The processing of personal data will be based on the principles of fairness, lawfulness and transparency and for the protection of your rights.

The data processing will be carried out in an automated and/or manual form, in compliance with the provisions of art. 32 of the GDPR 2016/679 on security measures, by authorised parties and in compliance with the provisions of art 29 of the GDPR.

The collected data may be used for statistical purposes for the production of studies and research into the right to study or, in any case, for further information relating to the institutional competences of ESU. Data may also be used to inform students about initiatives and projects carried out by ESU or by persons working with ESU.

The interested parties are recognised the rights provided by the Regulation, in particular access to personal data; rectification / erasure / limitation of processing (Arts.16-17 and 18 of the GDPR); challenge and lodge of complaint (art 77 of the GDPR).

The data will be kept for the period of time necessary to achieve the purposes for which they are collected and processed, in compliance with the principles of lawfulness and minimisation, and in any case for a period not exceeding 10 years. The data will not be transferred outside the territory of the European Union.

General information is available on the institutional website: https://www.esu.pd.it/it/Pagine/privacy.aspx

The Data Controller of personal data collected by ESU is:
ESU di Padova – AZIENDA REGIONALE PER IL DIRITTO ALLO STUDIO UNIVERSITARIO
with offices in via S Francesco 122 – 35121 Padova (esu@cert.esu.pd.it)

Data Protection Officer (DPO), pursuant to art 37 of the GDPR, can be contacted: dpo@esu.pd.it

3.3 NORMATIVE REFERENCES

Right to University Education,
- D.P.C.M 9 April, 2001 "Uniformity of treatment on the right to university studies", pending the determination by the State of the essential levels of benefits in the matter of the Right to University Study and without prejudice to the application of subsequent different provisions on the subject for those who enrol in the 2020/2021 academic year;
- Regional Law 7 April 1998 n ° 8 "Regulations for the implementation of the right to university study";
- Legislative Decree No. 68 of 29 March, 2012 as applicable;
- Resolution of the Veneto Regional Council No. 809 of 22 June 2021
*DSU* (Single Substitute Declaration)
- Presidential Decree No. 445 of 28 December 2000
- Prime Ministerial Decree No. 159 of 5 December 2013
- Ministerial Decree of 7 November 2014
- INPS Circular of 18 December 2014 No. 171 *as amended and supplemented*
- D.L. No. 4 of 28 January, 2019, converted into Law No. 26/2019
For anything not provided for in this Notice, please refer to the laws and regulations in force on the matter, to the annual DGR on the Right to Study (No. 809 of 22/06/2021 relating to AY 2021/2022), to the Residence General Regulations

The person in charge of the Administrative Procedure (art 4 L n° 241/1990 as amended and supplemented)
Anusca Righetti: Settore Diritto allo Studio (Right to Study Sector)

By Decree of the Extraordinary Commissioner No. 9 of 8 July 2021 the competition for the admission of students eligible for places in the Company's Accommodation for the Academic Year 2021/2022 was launched.

N.B. This notice has been translated into English for information purposes only
For the application and resolution of any dispute and for all legal effects, only the original text in the Italian language shall be valid.
A jurisdictional appeal can be lodged against this provision before the T.A.R within 60 days of its publication or, alternatively, appeal to the Head of State within 120 days of publication.

ESU HELP DESK FOR THE Right to University Study

For information about the services and subsidies for the right to study, contact the Right to Study Sector preferably online or by telephone for an appointment.
In particular, students with disabilities may make contact regarding specific interventions and information.

Via San Francesco, 122
35121 Padova
dirittoallostudio@esu.pd.it
tel 049 8235673 - 674
“ticket” in: https://myesupd.dirittoallostudio.it > Diritto allo studio /right to study

Padua, 8 July 2021
The Director
Dott. Stefano Ferrarese
The Extraordinary Commissioner
Avv. Giuseppe Agostini

4 - TABLES AND ANNEXES

TABLES
TAB. 1 STUDY COURSES/N° OF YEARS
TAB. 2 ESU RESIDENCES
TAB. 3 PRIVATE RESIDENCES THAT HAVE AN AGREEMENT
TAB. 4 ACCOMMODATION / ESU FEES
TAB. 5 MONTHLY SURCHARGES
TAB. 6 ASSIGNMENT DATES

ANNEXES
ANNEX 1 ELIGIBILITY REQUIREMENTS
ANNEX 2 ISEE – INFORMATION
ANNEX 3 STUDENTS WITH DISABILITIES
ANNEX 4 FOREIGN STUDENTS/DOCTORAL
### TABLES

#### TABLE 1 - STUDY COURSES/N° OF YEARS FOR WHICH HOUSING BENEFITS ARE GRANTED

<table>
<thead>
<tr>
<th>study course</th>
<th>number of years</th>
</tr>
</thead>
<tbody>
<tr>
<td>three-year degree course (Laurea Triennale)</td>
<td>4 years</td>
</tr>
<tr>
<td>two-year specialisation course (Laurea Magistrale)</td>
<td>3 years</td>
</tr>
<tr>
<td>single cycle master's degree/laurea magistrale a ciclo unico</td>
<td>Equal to n° years equal to legal course duration + 1</td>
</tr>
<tr>
<td>Research Doctorate/Specialisation (not medical area)</td>
<td>Equal to n° years foreseen by system</td>
</tr>
</tbody>
</table>

*The benefit can be granted only for the achievement of each of the course levels for the first time.*

#### TABLE 2 - ESU RESIDENCES*

<table>
<thead>
<tr>
<th>Residence</th>
<th>Address</th>
<th>Type (gender)</th>
<th>Reserve places (students with disabilities)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agripolis</td>
<td>Viale dell'Università, 12 - Legnaro</td>
<td>mixed</td>
<td></td>
</tr>
<tr>
<td>Ceccarelli</td>
<td>Via Monte Cengio, 19 Padova</td>
<td>mixed</td>
<td>6</td>
</tr>
<tr>
<td>Colombo A + B</td>
<td>Via L. Einaudi, 10 Padova</td>
<td>mixed</td>
<td>4</td>
</tr>
<tr>
<td><strong>Copernico</strong></td>
<td>Via Tiepolo, 54 Padova</td>
<td>mixed</td>
<td>6</td>
</tr>
<tr>
<td>Copernico Villette</td>
<td>Via Tiepolo, 54 Padova</td>
<td>mixed</td>
<td></td>
</tr>
<tr>
<td>Comargo</td>
<td>Via Curzola, 10 Padova</td>
<td>mixed</td>
<td></td>
</tr>
<tr>
<td>Goito</td>
<td>Via Goito, 70 Padova</td>
<td>mixed</td>
<td></td>
</tr>
<tr>
<td>Nievo</td>
<td>Via C. Moro, 4 Padova</td>
<td>mixed</td>
<td></td>
</tr>
<tr>
<td>Carli</td>
<td>Via Martiri Giuliani Dalmati 25, Padova</td>
<td>mixed</td>
<td></td>
</tr>
</tbody>
</table>

*Available in Competition for students with disabilities only:

<table>
<thead>
<tr>
<th>Residence</th>
<th>Address</th>
<th>Type (gender)</th>
<th>Reserve places (students with disabilities)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nord Piovego</td>
<td>Via Venezia 20, Padova</td>
<td>mixed</td>
<td>10</td>
</tr>
</tbody>
</table>

* Due to managerial needs, ESU may remove availability in Residences from the competition, should additional places for students with disabilities be required **The residence will be available in competition for students with disabilities only.

** Copernico Residence opens on 24 September 2021

#### TABLE 3 - PRIVATE RESIDENCES THAT HAVE AN AGREEMENT WITH ESU

<table>
<thead>
<tr>
<th>RESIDENCE</th>
<th>ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collegio Bottani</td>
<td>Via Pietro Bembo 61/b - Padova</td>
</tr>
<tr>
<td>Collegio CUAMM</td>
<td>Via San Francesco, 126 - Padova</td>
</tr>
<tr>
<td>Collegio Don Mazza - Residenza Giuseppe Tosi</td>
<td>Via Savonarola - Padova</td>
</tr>
<tr>
<td>Collegio Don Mazza - Residenza Isabella Scopoli</td>
<td>Via Belzoni 146 - Padova</td>
</tr>
<tr>
<td>Collegio Don Mazza - Residenza S. Marco</td>
<td>Via B. Canal 14 - Padova</td>
</tr>
<tr>
<td>Collegio Forcellini</td>
<td>Via Forcellini 172 - Padova</td>
</tr>
<tr>
<td>Collegio Gregorianum</td>
<td>Via Proust 10 - Padova</td>
</tr>
<tr>
<td>Collegio Murialdo</td>
<td>Via Grassi 42 - Padova</td>
</tr>
<tr>
<td>Collegio Sorelle della Misericordia</td>
<td>Prato della Valle 103 - Padova</td>
</tr>
<tr>
<td>Centro Universitario Padovano</td>
<td>Via Zabarella 82 - Padova</td>
</tr>
</tbody>
</table>
• **TABLE 4 – TYPE OF ACCOMMODATION AND MONTHLY FEES**

<table>
<thead>
<tr>
<th>TYPE OF ACCOMMODATION</th>
<th>ELIGIBLE SCHOLARSHIP (Off Site)</th>
<th>SCHOLARSHIP HOLDER (Off Site)</th>
<th>ELIGIBLE (Commuter)</th>
<th>OTHER USERS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>REDUCED RATE</td>
<td>FULL RATE</td>
<td>FULL RATE + € 26.00</td>
<td>FEES</td>
</tr>
<tr>
<td>Single room</td>
<td>68.00 Euro</td>
<td>136.00 Euro</td>
<td>162.00 Euro</td>
<td>230.00 Euro</td>
</tr>
<tr>
<td>Double room</td>
<td>55.00 Euro</td>
<td>110.00 Euro</td>
<td>136.00 Euro</td>
<td>190.00 Euro</td>
</tr>
</tbody>
</table>

• **TABLE 5 - MONTHLY SURCHARGES (in Euro)**

<table>
<thead>
<tr>
<th>Residence</th>
<th>Single* **</th>
<th>Double</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agripolis</td>
<td>55.00</td>
<td></td>
</tr>
<tr>
<td>Ceccarelli</td>
<td>65.00</td>
<td>35.00</td>
</tr>
<tr>
<td>Colombo A</td>
<td>35.00</td>
<td>35.00</td>
</tr>
<tr>
<td>Colombo B</td>
<td>45.00</td>
<td></td>
</tr>
<tr>
<td>Copernico **</td>
<td>55.00</td>
<td>45.00</td>
</tr>
<tr>
<td>Copernico Villette</td>
<td>65.00</td>
<td>55.00</td>
</tr>
<tr>
<td>Cornaro</td>
<td>45.00</td>
<td>35.00</td>
</tr>
<tr>
<td>Goito</td>
<td>45.00</td>
<td></td>
</tr>
<tr>
<td>Nievo</td>
<td>35.00</td>
<td>15.00</td>
</tr>
<tr>
<td>Carli single - private bathroom</td>
<td>65.00</td>
<td></td>
</tr>
<tr>
<td>Carli single - use of shared bathroom</td>
<td>55.00</td>
<td></td>
</tr>
</tbody>
</table>

**Copernico Residence opens on 24 September 2021**

Available in Competition for students with disabilities only

| Nord Piovego | 85.00 | 75.00 |

**TABLE 6: ASSIGNMENT DATES**

**PUBLICATION OF LISTS/RANKINGS OF ACCOMMODATION ASSIGNEES AND BOOKING DEADLINES**

<table>
<thead>
<tr>
<th>Students, Doctoral students/Postgraduates</th>
<th>FIRST ASSIGNMENT</th>
<th>BOOKING DEADLINE</th>
<th>SECOND ASSIGNMENT</th>
<th>BOOKING DEADLINE*</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUBSEQUENT YEARS</td>
<td>3 September</td>
<td>7 September</td>
<td>14 September</td>
<td>17 September</td>
</tr>
<tr>
<td>FIRST YEARS (EUROPEAN UNION AND NON-EU)</td>
<td>7 September</td>
<td>10 September</td>
<td>16 September</td>
<td>20 September</td>
</tr>
</tbody>
</table>

*DEADLINE WITHIN WHICH DEPOSIT MUST BE PAID

**Note:** any subsequent assignments will be made on Tuesday, with deadline for acceptance on the following Friday, of the accommodation made available after the previous assignment. Should the need arise, the assignment dates indicated may be subject to change. Any changes will be notified on the official website.
ANNEXES

ELIGIBILITY REQUIREMENTS FOR OBTAINING HOUSING

To be eligible for ESU accommodation, Off Site or Commuter students must meet the financial and merit requirements set out in this competition notice.

For students with disabilities there are special conditions (ANNEX 3).

FINANCIAL REQUIREMENTS

The financial conditions of the student are identified on the basis of the nature and amount of income, the financial position and the size and type of family unit, defined according to the methods provided for by the Presidential Decree 5/12/2013 No. 159 as amended and supplemented.

The maximum values established for the 2021/2022 academic year are:

| Indicator of Equivalent Economic Situation | ISSE (for DSU subsidies) | 23,626.32 Euro |
| Indicator of Equivalent Asset Situation | ISPE (ISP/equivalence scale) | 36,399.72 Euro |

Income earned abroad must be assessed on the basis of the average exchange rate of the Euro in the reference year.

The family unit of the student is defined according to the procedures provided for by art 8 of DPCM 159/2013.

Where parents are non-cohabiting, the applicant is part of the parents’ family unit (if fiscally dependent) unless both requirements are met:

a) Residence outside the home unit of the family of origin, for at least two years prior to the date of submission of the single substitutive declaration referred to in Article 10 of D.P.C.M. No. 159 of 05/12/2013, in accommodation not owned by one of its members;

b) Income from employment or similar assimilated for tax purposes of not less than 6,500.00 EUR for at least two years with reference to a person’s family unit.

Anyone who is orphan of both parents and who officially registered as residing together as a member of a religious order, military unit, host community or body subject to a detention regime, is deemed to be part of a single unit.

For research doctorate students, the family unit is determined according to the provisions of art. 8 paragraph 4) of DPCM 159/2013.

Non-European Union students enrolled/enrolling in the first year of the degree course, will have to demonstrate the availability of means of support for the duration of the stay and for their return to their country of origin (pursuant to art 4 of Legislative Decree 286/1998).

MERIT REQUIREMENTS

STUDENTS ENROLLED ON THE FIRST YEAR

Gli studenti iscritti al primo anno di tutti i corsi di laurea, di dottorato e specializzazione are not required to meet merit requirements in order to qualify for ESU university accommodation.

However, if these students do not obtain 20 credits by 30 November 2022, they will have to return the full amount of the scholarship and pay the amount equivalent to the value of the service actually enjoyed at full rate. (Art 5 paragraph 4 DGR no. 809/2021).
### TABLE A 1.1

<table>
<thead>
<tr>
<th>three-year degree course (Laurea Triennale)</th>
<th>Year of enrolment</th>
<th>N° of credits at 10/08/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>second year</td>
<td>25 credits (plus any Additional Learning Requirements - OFA)</td>
</tr>
<tr>
<td></td>
<td>third year</td>
<td>80 credits</td>
</tr>
<tr>
<td></td>
<td>last semester</td>
<td>135 credits</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>two-year specialisation course (Laurea Magistrale)</th>
<th>Year of enrolment</th>
<th>N° of credits at 10/08/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>second year</td>
<td>30 credits</td>
</tr>
<tr>
<td></td>
<td>last semester</td>
<td>80 credits</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>single cycle master's degree (Laurea Magistrale a ciclo unico)</th>
<th>Year of enrolment</th>
<th>N° of credits at 10/08/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>second year</td>
<td>25 credits (plus any Additional Learning Requirements - OFA)</td>
</tr>
<tr>
<td></td>
<td>third year</td>
<td>80 credits</td>
</tr>
<tr>
<td></td>
<td>fourth year</td>
<td>135 credits</td>
</tr>
<tr>
<td></td>
<td>fifth year</td>
<td>190 credits</td>
</tr>
<tr>
<td></td>
<td>sixth year</td>
<td>245 credits</td>
</tr>
<tr>
<td></td>
<td>last semester</td>
<td>55 credits more than the number expected for the last year</td>
</tr>
</tbody>
</table>

Students enrolled on subsequent years must possess the credits indicated in the relevant tables. Credits are valid only if recognised for the course of study for which students request the benefit, even if different from that of the previous year.

Validated credits from training activities carried out outside the University (professional training courses, seminars, traineeships, etc.) and validated credits from previous concluded study courses (e.g. Single Courses), do not contribute to the determination of the merit considered for purposes of eligibility for housing.

The credits earned are valid only if considered in your Study Plan and recognised for the course of study for which the student requests the benefit, even if different from that of the previous academic year. ESU will electronically acquire the students' merit situation, as resulting from the information system of the University of Padua. It will therefore be the student's responsibility to ensure that by that date all credits obtained by **10 August 2021** have been registered by the University Secretariats in their entirety. Exams outside the study plan and tests of eligibility are excluded.

Merit requirements for access to the benefits for students enrolled on the second year also provide for the fulfilment of any Additional Learning Requirements (OFA), where required at the time of admission to the courses. Eligibility for the accommodation competition is, therefore, also subject to passing of these OFA within the deadlines established by the university system.

**N.B.:** In the event of matriculation with shortening of period of study (which must be promptly notified by email to dirittoallostudio@esu.pd.it), students enrolled in the years subsequent to the first of a three-year degree (laurea triennale), specialisation course (magistrale) and single cycle master's (magistrale ciclo unico) are still required to achieve at least 55 CFU (university training credits) in the period from 10/08/2020 to 10/08/2021.
In order to achieve the merit requirements, students enrolled on degree courses under the new system can use a **bonus** in addition to the credits actually obtained.

This bonus can be used only once within the entire course of study and is of different value depending on when it is applied:

**TABLE A 1.2**

<table>
<thead>
<tr>
<th>Enrolment year</th>
<th>bonus</th>
</tr>
</thead>
<tbody>
<tr>
<td>second year</td>
<td>5 bonus credits</td>
</tr>
<tr>
<td>third year</td>
<td>12 bonus credits</td>
</tr>
<tr>
<td>Last semester/specialisation</td>
<td>15 bonus credits</td>
</tr>
</tbody>
</table>

If the bonus is not used in full, the surplus can be used in subsequent years. The bonus portion not used during a three-year degree course can also be used in one of the years of attendance on the master's degree.

The application of the bonus is automatically granted for those who, in the absence of CFU (university training credits), can reach the threshold of merit required for obtaining eligibility for the benefit.

*Students enrolled on years subsequent to the first to the specialisation degree course (laurea magistrale) who have obtained a three-year degree (laurea triennale) from another University, must notify the bonus used during the course of the Degree as well as the previous University, by sending an email to dirittoallostudio@esu.pd.it after completing the form for participation in the accommodation competition.*

For access to the benefits for those enrolled on **Research Doctorate and Specialisation courses**, only admission is required, according to the methods provided for by the study regulations.

**ANNEX 2**

**ISEE – INFORMATION**

The *Dichiarazione Sostitutiva Unica "DSU"* - Single Substitute Declaration - is the declaration made by the student to the CAF, the Municipality or INPS (by connecting to the site [http://servizi2.inps.it/servizi/Iseeriforma/home.aspx](http://servizi2.inps.it/servizi/Iseeriforma/home.aspx)) in order to determine the financial situation of the family unit of the applicant for subsidised social benefits, pursuant to DPCM 5/12/2013 No. 159 as amended and supplemented.

Once the DSU has been submitted, the declarant is issued with an acknowledgement of submission but not the ISEE calculation. In order to calculate the ISEE, other data will need to be acquired by INPS and the Revenue Agency.

**Attestazione ISEE** (ISEE Certification) - calculated *for right to university study benefits* – is the certification, issued by INPS, containing information relating to: data submitted with the Single Substitute Declaration, financial indicator calculations, equivalence scale value applied, number and date of submission. The **ISEE certificate must not contain any discrepancies and/or omissions**. Any discrepancies must be remedied by means of a new ISEE certificate that includes information previously omitted or otherwise stated, under penalty of exclusion from the benefit.
ISEE CORRENTE - CURRENT ISEE - (valid at the Notice deadline date)

N.B.: “ISEE CORRENTE” is not the same as “ISEE ORDINARIO”

The Growth Decree (art 28 bis Law n° 58/2019) expands the sphere of request of the Current ISEE. Students whose family unit has had a change in employment situation or a variation, greater than 25%, in income situation indicator may request it. The validity period of the current ISEE is extended from two to six months, starting from the date of submission of the substitute form.

A copy of the ISEE must be uploaded to the CARICA DOCUMENTI/LOAD DOCUMENTS section of the Sportello Studente/Student Help Desk

PRE-COMPLETED ISEE

Using the online pre-completed ISEE service it is possible to send the Dichiarazione Sostitutiva Unica (DSU Single Substitute Declaration) to INPS and obtain a pre-completed ISEE certificate, thus avoiding going to the CAF.

Students will be able to obtain the ISEE calculation and certification delivery free of charge (art 4 paragraph 10 DGR on the DSU).

N.B.: ISEE Certificate for right to university study subsidies is issued approximately 15 working days from submission of the DSU. It is the responsibility of the applicant to obtain the ISEE and necessary information/documents in good time to meet the deadlines set for participation in the Accommodation Competition

ANNEX 3

STUDENTS WITH DISABILITIES

Special terms and conditions apply to students with disabilities recognised by the National Health Service:

- for determining the Indicator of Equivalent Economic Situation (ISEE) and the Indicator of Equivalent Asset Situation (ISPE);
- for considering the number of years for which they can compete. Students with disabilities between 66% and 100% can compete for a different number of years/semesters, starting from the year of enrolment (TABLE A3.1);
- for determining merit (TABLE A3.2).

TABLE A3.1

<table>
<thead>
<tr>
<th>Degree course</th>
<th>Number of years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Three-Year/Triennale</td>
<td>5 years</td>
</tr>
<tr>
<td>specialisation (Magistrale)</td>
<td>4 years</td>
</tr>
<tr>
<td>single cycle master's/(Magistrale ciclo unico)</td>
<td>Equal to n years equal to legal course duration + 2</td>
</tr>
</tbody>
</table>
DETERMINATION OF THE CRITERIA OF MERIT

Students with disabilities enrolled in the degree courses indicated must have completed, by 10 August 2020, the number of credits indicated in the following TABLES:

TABLE A3.2 – Laurea Triennale (three-year degree)

<table>
<thead>
<tr>
<th>Enrolment year</th>
<th>Disability between 66% and 80%</th>
<th>Disability between 81% and 100%</th>
</tr>
</thead>
<tbody>
<tr>
<td>second year</td>
<td>20 credits</td>
<td>15 credits</td>
</tr>
<tr>
<td>third year</td>
<td>64 credits</td>
<td>48 credits</td>
</tr>
<tr>
<td>fourth year</td>
<td>108 credits</td>
<td>81 credits</td>
</tr>
<tr>
<td>last semester</td>
<td>144 credits</td>
<td>108 credits</td>
</tr>
</tbody>
</table>

TABLE A3.3 – Laurea Magistrale (two-year specialisation course)

<table>
<thead>
<tr>
<th>Enrolment year</th>
<th>Disability between 66% and 80%</th>
<th>Disability between 81% and 100%</th>
</tr>
</thead>
<tbody>
<tr>
<td>second year</td>
<td>24 credits</td>
<td>18 credits</td>
</tr>
<tr>
<td>third year</td>
<td>64 credits</td>
<td>48 credits</td>
</tr>
<tr>
<td>last semester</td>
<td>96 credits</td>
<td>72 credits</td>
</tr>
</tbody>
</table>

TABLE A3.4 – Laurea Magistrale a ciclo unico (single cycle master's)

<table>
<thead>
<tr>
<th>Enrolment year</th>
<th>Disability between 66% and 80%</th>
<th>Disability between 81% and 100%</th>
</tr>
</thead>
<tbody>
<tr>
<td>second year</td>
<td>20 credits</td>
<td>15 credits</td>
</tr>
<tr>
<td>third year</td>
<td>64 credits</td>
<td>48 credits</td>
</tr>
<tr>
<td>fourth year</td>
<td>108 credits</td>
<td>81 credits</td>
</tr>
<tr>
<td>fifth year</td>
<td>152 credits</td>
<td>114 credits</td>
</tr>
<tr>
<td>sixth year</td>
<td>196 credits</td>
<td>147 credits</td>
</tr>
<tr>
<td>seventh year</td>
<td>240 credits</td>
<td>180 credits</td>
</tr>
<tr>
<td>last semester</td>
<td>288 credits</td>
<td>216 credits</td>
</tr>
</tbody>
</table>

For the achievement of the merit requirements, students with disabilities can use, in addition to credits actually achieved, a BONUS accrued based on the year of the course attended. This bonus can be used only once within the entire course of study and is of different value depending on when it is applied, TABLE A3.5:

TABLE A3.5

<table>
<thead>
<tr>
<th>Enrolment year</th>
<th>Disability between 66% and 80%</th>
<th>Disability between 81% and 100%</th>
</tr>
</thead>
<tbody>
<tr>
<td>second year</td>
<td>4 credits bonus</td>
<td>3 credits bonus</td>
</tr>
<tr>
<td>third year</td>
<td>9 credits bonus</td>
<td>7 credits bonus</td>
</tr>
<tr>
<td>fourth year</td>
<td>12 credits bonus</td>
<td>9 credits bonus</td>
</tr>
</tbody>
</table>
If the **bonus** is not used in full, the surplus can be used in subsequent years.

The bonus portion not used during a three-year degree course can also be used in one of the years of attendance on the master's degree/laurea magistrale.

The application of the bonus is automatically granted for those who, in the absence of CFU (university training credits), can reach the threshold of merit required for obtaining eligibility for the benefit.

Students enrolled on years subsequent to the first of the specialisation degree course (laurea magistrale) who have obtained a three-year degree (laurea triennale) from another University, **must notify** the bonus used during the course of the Degree as well as the previous University, by sending an email to dirittoallostudio@esu.pd.it after completing the form for participation in the accommodation competition.

**REQUEST FOR SPECIAL ASSISTANCE**

Students with disabilities who need special assistance, such as, for example, one or two carers in their accommodation, must indicate this in the **online** application and notify the names of their carers to the Settore Diritto allo Studio - ESU Right to Study Sector (ref. ESU for the DSU).

Students with ascertained motor disabilities can request 2 carers in the **online** application.

In recommending potential carers, “**preference**” will be given to eligible students in ESU and to those who have obtained certificates after attending special training courses.

All students with disabilities must contact the Residence Sector as soon as possible about special needs related to community life **by 6 September 2021**.

The Right to Study Sector may request documentation certifying the state of disability and carry out checks; the Sector will also make available to applicants the **List** of students who have indicated their willingness to be helpers in their online application.

Students with disabilities who are **eligible for the ESU Accommodation Competition** are not required to pay any fees for the hospitality of any helper.

Students with disabilities not eligible for the competition

Notwithstanding the provisions for the allocation of places, ESU may admit students with disabilities who are **not suitable for the competition** within the limit of the equipped places available, applying the **“Non Eligible-ineligible to compete”** rate.

To students with disabilities who are not eligible for the competition, ESU will grant a contribution per companion (to whom the same rate payable by the student with disabilities will be applied) with reference to the Indicator of Equivalent Economic Situation ISEE:

<table>
<thead>
<tr>
<th>ISEE</th>
<th>ESU contribution for Helper/Carer</th>
</tr>
</thead>
<tbody>
<tr>
<td>≤ Euro 23,626.32</td>
<td>100% fee due per helper/carer/(s)</td>
</tr>
<tr>
<td>&gt; Euro 23,626.33 and ≤ Euro 70,000.00</td>
<td>50% fee due per helper/carer/(s)</td>
</tr>
<tr>
<td>&gt; Euro 70,000.00</td>
<td>no contribution</td>
</tr>
</tbody>
</table>

During the period of **accompanying activities**, catering services will be offered free of charge to the helper/carer/student helper/carer of the disabled student eligible for the competition. Similarly, the helper/student of the student with a disability who was found to be unsuitable but, in any case, assignee of a place in ESU housing facilities, will be granted free meals.

In both cases, **assistance will apply only for the real period of activity**. Student with disabilities must notify the names of their helpers/carers and any changes promptly to the Residence Sector by initiating a "Ticket" via the portal https://myesupd.dirittoallostudio.it > housing service.
ANNEX 4

ITALIAN AND OVERSEAS STUDENTS/DOCTORAL STUDENTS/POSTGRADUATES (NOT MEDICAL AREA) RESIDENT ABROAD

Pursuant to Article 8, paragraph 3, of Legislative Decree N° 68 of 29/03/2012, the financial position of foreign students or Italian students residing abroad is defined through the Indicator of Equivalent Economic Situation abroad, calculated as the sum of the income received abroad and 20% of the assets owned abroad, valued in the same way and on the basis of the average exchange rate of the Euro in the reference year, defined by decree of the Ministry of Finance pursuant to article 4, paragraph 6, of the DL N° 168 of 28/06/1990, transformed, with amendment, by Law N° 227 of 04/08/1990.

The tables for the average exchange rate for the Euro are available at:
http://www.unipd.it/borse-studio-alloggi-sussidi-straordinari

- FOREIGN STUDENTS WITH FAMILY UNIT NOT RESIDING IN ITALY;
- FOREIGN STUDENTS RESIDING IN ITALY (BUT WITH INCOME FROM EMPLOYMENT OF LESS THAN EURO 6,500.00) AND WITH FAMILY RESIDING ABROAD;
- ITALIAN STUDENTS RESIDING ABROAD, WHETHER OR NOT ENROLLED IN THE ITALIAN REGISTRY OF RESIDENTS ABROAD (AIRE)

for the purposes of obtaining the ISEE Parificato universitario students must apply, by the deadlines indicated in the notice, to the CAF with which ESU and the University of Padua have special arrangements

CAF CIA PADOVA
VIA LONGHIN, 25 – 35129 PADOVA
E-mail: caf-iseeunipd@ciapadova.it
Tel. 049/7783100 (every morning from 8.30 to 13.30)

Students must complete and sign a specific authorisation, available from the University website page www.unipd.it/isee (e-mail addresses should be indicated in a clear and legible manner to facilitate communications and sending of the ISEE)

Students, with the complete documentation including the authorisation, must:
- upload documents on the portal that CAF CIA will make available as of 12 July 2021. To access the portal, students must request credentials by communicating their tax code and telephone number by e-mail to caf-iseeunipd@ciapadova.it

The following are permitted under exceptional circumstances:
- postal or courier delivery to the address: CAF CIA PADOVA - VIA LONGHIN, 25 – 35129 PADOVA (PD), Italia;
- delivery of all original documents (no copies or scans) in a sealed envelope to the same address as of 19 July 2021.

Exceptionally, international students enrolling on their first year of studies, pursuant to article 9, co. 8, of the DGR of Veneto No. 809 of 22/06/2021, can supplement their application for participation in the competition for the assignment of accommodation with the presentation of the ISEE/ISEE Parificato Universitario by 30/11/2021. These applications will be evaluated - subsequently - according to the criteria already established for first year students and the allocation of accommodation will take place on the basis of any remaining availability of accommodation.
DOCUMENTATION REQUIRED FOR CALCULATING THE ISEE PARIFICATO UNIVERSITARIO

In addition to the documentation relating to any income and assets produced and held in Italy, the following documents are required:

- Certification that defines the composition of the family unit with the personal data of each member (in the event of divorce or death, a copy of the decree absolute or death certificate must be available);
- Certification of the total income received in 2019 by all members of the family unit over 18 or certification of unemployment;
- Certification of movable and immovable assets owned at 31.12.2019 by all the members of the family unit, especially in the case of ownership of houses and the measurements of the same;
- Any rent agreement for property used as the main residence of the family unit, valid at the date of application for the ISEE.

All documents must be issued by the competent authorities of the country where the incomes were produced and the assets owned and must be translated into Italian by the Italian diplomatic authorities competent for the territory (Embassies or Consulates), in the country of origin.

Students from countries where difficulties exist for the issue of documents by the Italian Embassy or Consulate abroad can request them from foreign diplomatic or consular representations in Italy and have documents legalised by the Prefecture.

For the purposes of checks, ESU may ask the student to provide the documentation presented to the CAF.

**Special cases**

Students from countries with low Human Development Index (a list of these countries is published on the University website) can also present certification attesting that they do not belong to a family known to be of high income and high social level.

Certification must be requested:

- From the Italian Diplomatic Authorities (Embassies or Consulates) in the country of origin.
- From the home country university for students enrolled at a university with agreements or conventions with the University of Padua.
- For students who enrol on the first year of degree courses only, certification from Italian bodies authorised to issue financial guarantees; in this case the body issuing the certification undertakes to return the scholarship on behalf of the student in the event of revocation. Students must declare any income and assets held in Italy by their family unit.

For students recognised as POLITICAL REFUGEES OR STATELESS PERSONS, only income and assets held in Italy are considered.

Students with political refugee status or complementary (subsidiary protection ...) or stateless person status must upload in the appropriate area of the Student Help Desk "Upload Documents":

- .pdf of Valid "residence permit document"

Those who:

- Fail to submit complete documentation
- Self-certify false data

in addition to being subject to the legal sanctions, cannot benefit from reduced/full rate ESU accommodation.

For the purposes of access to the benefits, foreign students, with a residence permit for study reasons (residence permit for study purposes), are deemed Off-Site students, regardless of the location of their residence in Italy, except when the student's family unit resides in Italy. In any case, to be considered Off-Site, students must meet all the Off-Site requirements set out in article 4, paragraph 8, letter c), of D.P.C.M. of 9/4/2001 and art 3 paragraph 7/c - annex A of the DGR.no. 809/2021.
Non-EU foreign students must have a valid residence permit and be enrolled at the University in order to enter accommodation. The provisions of the T.U. on immigration (Article 4 of Legislative Decree 286/1998), with reference in particular to the minimum means of support provided for by the Directive of 1 March 2000, are deemed fulfilled when in possession of a "residence permit document" issued by the Questura.