

Notice of competition for the assignment of university accommodation to students enrolled at the University of Padua A.A. 2025/2026

Application submission:

from 4 July 2025 - 10:00 a.m.> to 19 August 2025 - 10:00 a.m.
(students of subsequent years)

from 4 July 2025 - 10:00 a.m. > to 26 August 2025 - 10:00 a.m.
(first-year students)

Residence opening period

subsequent year students: from 23 September 2025 to 24 July
2026

first-year students: from 26 September 2025 to 24 July 2026

Approved by Director's Decree n 190 of 03.07.2025

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SCHEDULE

It is important to read the Announcement of Accommodation Competition and its annexes before proceeding to submit the application at the [Student Desk](#).

Students enrolled/enrolling at the University of Padua who intend to take part in the Accommodation Competition must fill in the online application, according to the methods indicated in the present Announcement of Competition, **by 10am** on the deadline day indicated in the following table for each type of student.

Student type	Deadline for completing the online application	Entry into accommodation
Students/Phd/Professional students (no medical area) enrolled in the years following the first year	19 August 2025 10:00 a.m.	23 September 2025 (*)
EU Students enrolled/enrolling in the first year of a three-year degree and an master's degree programme	26 August 2025 10:00 a.m.	26 September 2025
Non EU Students enrolled/enrolling in the first year of a bachelor or master's degree programme	26 August 2025 10:00 a.m.	26 September 2025
PhD students/undergraduates (no medical area) enrolled/enrolling in the first year	26 August 2025 10:00 a.m.	26 September 2025

(*) **Excluding** Camplus Delù, Camplus Turazza, Carli, Copernico, El Rustego, Lando, Piccole Apostole residences (see point 2.6 of this notice).

The deadlines are peremptory, it will not be possible to submit or integrate an application already submitted after the indicated deadline (See section "HOW TO APPLY").

ESU's electronic online services system certifies the date and time the online application was sent, providing a receipt and protocol number.

1 - INFORMATION ON THE HOUSING SERVICE

The housing service is an intervention, not intended for students in general, included among the benefits for the right to university study. Benefits for the right to study (accommodation) are awarded on a competitive basis to students who meet the merit and financial requirements provided for by law.

Esu di Padova is responsible for granting the housing benefit. Scholarships for students enrolled at the University of Padua are managed directly by the University (see <https://www.unipd.it/borse-studio-alloggi>).

1.1 - WHO CAN APPLY

Depending on the course of study attended, students may apply for ESU accommodation for a different number of years from the year of first enrolment, as indicated in the table below.

STUDY CYCLE	Course of study	Number of years
1°	Bachelor's degree	4 years
2°	Master's Degree	3 years
Single-cycle (includes 1st and 2nd cycles)	Single-cycle Master's Degree	no. of years in the system + 1
3°	PhD/Specialisation (<i>no medical area</i>)	n. years foreseen by the regulations

The benefit may only be granted for the first time for each of the 3 study cycles.

Course levels already obtained in other university venues, Italian or foreign, are also counted.

Eligible to participate in the Competition for the allocation of ESU accommodation for the academic year 2025/2026 are students who fall into the category of "**Off-site**" and "**Commuter**", enrolled/enrolling to the University of Padua for the academic year 2025/2026 for the courses indicated above.

For the definition of the status of "Off-site" and "Commuter" student, the student must strictly follow the [Tables of geographical distances](#) published by the University of Padua.

Student Off-site	Resides in municipalities/locations more than 80 km away from the course attended or has travel times (by public transport) of more than 80 minutes.
Student Commuter	Resides in municipalities/locations distant from the course venue attended within distances of between 40 and 80 km or has journey times (by public transport) of between 40 and 80 minutes.

Students with a **mobility or visual impairment** may participate regardless of status.

The benefit is granted as a **priority** to students **off-site**. **Commuter** students will only be granted access after the ranking of Off-site students has been exhausted.

At the time of entering residence, students must be enrolled or enrolled at the University A.A. 2025/26.

ENROLLED STUDENTS

Eligible to participate in the Competition for the allocation of ESU accommodation for the academic year 2025/2026 are students who, on the application deadline date, have not yet completed their enrolment at the University for reasons related to their chosen course of study. These students will have to prove that they have been duly enrolled by 31/01/2026.

International students who apply for the benefit as enrolled/enrolling in the first year of a Master of Science degree course must declare whether the qualification was obtained abroad or in Italy and must document it (see point 2.1 below).

STUDENTS GRADUATING ON A BACHELOR'S DEGREE COURSE

Students graduating in a three-year degree course by the last graduation session of the A.A. 2024/2025 and enrolling in the first year of the Laurea Magistrale A.A. 2025/2026, must complete the online application as first-year students of the Laurea Magistrale, declaring the presumed date of graduation. They must prove regular enrolment in the Master's degree by 31/01/2026 by declaring where the degree was obtained.

International students graduating from a Bachelor's degree course who apply for benefits as enrolled/enrolled in the first year of a Master's degree course must declare whether their Bachelor's degree was obtained abroad or in Italy and must document the degree (see Point 2.1 below).

If undergraduates are unable to obtain their degree by the declared date, they must report this as soon as possible. Those who are enrolled in the first year fuori corso will enjoy the accommodation until they graduate, with the application of the "eligible accommodation" rate until they obtain their degree; if, on the other hand, the student is in the second year fuori corso, they will incur the revocation of their place and will have to pay the "ineligible" rate for the period they occupy the accommodation.

STUDENTS WITH COURSE CHANGES AND/OR TRANSFERS FROM OTHER INSTITUTIONS

Students already enrolled in the Italian university system in previous academic years who make a change of course within the same Institution or a transfer from another Institution may NOT apply as a first year, but must apply as a subsequent year, regardless of the year in which they are enrolled by the incoming Institution.

A change of course within the same institution or a transfer from another institution does not amount to a career break. Therefore, following a transfer, the year of first enrolment will be considered to be that of the previous course and an application cannot be submitted as a first year.

The Accommodation Application can only be assessed when the student is in possession of the credit recognition resolution issued by the competent Commission of the University of Padua; until then the student will be "Suspended" without the possibility of receiving an accommodation assignment. Eligibility for accommodation will be assessed taking into consideration the year of enrolment and the credits decided by the aforementioned Commission and the allocation, in the event of eligibility, will only be possible if there are residual places. As this decision does not replace enrolment at the University, the student will be required to report enrolment when formalised.

Interested parties must report their particular situation (transfer, change of course) and their enrolment by opening a ticket at the [Student Desk](#) > Accommodation Competition (UNIPD Students).

STUDENTS ENROLLED WITH A SHORTENED CAREER

Students enrolled with a shortened career must promptly report this by opening a ticket at the [Student Desk](#) > Concorso Alloggi (UNIPD Students).

In the first year of enrolment with a shortened career, the student participates in the Accommodation Competition as a first-year enrollee, regardless of the year of enrolment awarded by the committee, which assesses the student's career and decides which exams to recognise and which year to enrol him/her.

From the following year, **at least 55 CFUs must be obtained in the period between 10/08/2024 and 10/08/2025.**

STUDENTS ENROLLED ON A PART-TIME BASIS

Students enrolled on a PART-TIME basis may access the housing service once the list of eligible students has been exhausted, at the "ineligible" student rate, by submitting the application "Extra Concorso" (see point 2.9). Information on the definition of "student enrolled part-time" is available at the following link <https://www.unipd.it/studenti-lavoratori>

STUDENTS ENROLLED IN THE FILTER SEMESTER OF MEDICINE

How to handle applications submitted

- by students enrolled in the filter semester of Medicine in Padua;

- by students who will complete their enrolment for the second semester in Padua, because they are coming from the filter semester at other universities;

will be managed according to the methods that will be communicated at a later date, when the implementing decrees relating to benefits for the right to university study in favour of students enrolled in the medicine filter semester, will be promulgated. The information will be published in an addendum to this notice and with information on the company website at the link <https://www.esu.pd.it/news/category/borse-e-bandi/>.

No further information is currently available

1.2 - WHO IS EXCLUDED

The following do not meet the requirements for participation in the competition and are excluded from the allocation of accommodation

- on-site students
- students enrolled on courses that are mainly taught via distance learning who are considered "ON SITE"
- students whose accommodation has been revoked in previous academic years or for whom revocation proceedings are in progress;
- students assigned accommodation with debt situations towards ESU referring to assignments in previous academic years;
- students who have renounced their studies in previous academic years, having benefited from a subsidised bed in the year in which the renunciation took place, and have not remedied their position as indicated in point 1.3.2.2 below
- students who have incurred the sanctions provided for by law as a result of the checks carried out on self-certifications;
- phd students enrolled beyond the end date of their career as provided for by the education system due to career suspensions.

1.3 - WHO BENEFITS

In order to be eligible, students must meet the following requirements:

First-year enrolled	ECONOMIC REQUIREMENTS ONLY (<i>from ISEE/ISEE Parificato certificate</i>)
Enrolled subsequent years	MERIT REQUIREMENTS (<i>as at 10.08.2025</i>) AND ECONOMIC REQUIREMENTS (<i>from ISEE/ISEE Parificato certificate</i>)

1.3.1 - ECONOMIC REQUIREMENTS

The economic requirements result from the Isee / Isee Parificato certificate for the year 2025 requested and issued for " Special benefits for the Right to University Education " .

In order to obtain the Isee / Isee Parificato 2025 certificate for subsidised benefits for the Right to University Studies, it is necessary to contact an authorised CAF/professional or through the INPS website, after filling out the **Dichiarazione Sostitutiva Unica (DSU)** provided by the student to the CAF or INPS and necessary to determine the economic situation of the student's household requesting the benefit.

The maximum income indicators established for the 2025/2026 academic year in order to participate in the Call for Entrance are as follows and **BOTH values must be respected**

ISEE Equivalent Economic Situation Indicator (for DSU benefits)	26,306.25 Euro
ISPE Equivalent Financial Situation Indicator (ISP/equivalence scale)	42,530.50 Euro

It is recommended that the Dichiarazione Sostitutiva Unica (DSU) and the necessary documents be submitted in good time for the purposes of processing the ordinary/qualified ISEE.

It is the student's responsibility to obtain the ISEE in time to meet the deadlines for participation in the Accommodation Competition.

For details regarding ISEE and ISEE Parificato, see Annexes 3 and 4, integral and essential parts of this notice.

1.3.2 - MERIT REQUIREMENTS

1.3.2.1 - STUDENTS ENROLLED IN THE FIRST YEAR

Students enrolled in the first year of three-year and single-cycle degree courses do not have to meet merit requirements in order to be eligible for ESU university accommodation.

Students enrolled in the first year of bachelor degree courses must meet the merit requirements corresponding to at least 150 credits in the bachelor degree in order to be eligible for ESU university accommodation.

1.3.2.2 - STUDENTS ENROLLED IN SUBSEQUENT YEARS

For the assessment of the merit requirement, students enrolled in subsequent years must have accrued on 10/08/2025 the credits listed in the table below according to the year of enrolment.

The values indicated in the "Minimum Threshold" and "Maximum Threshold" columns are used to calculate the merit coefficient as per point 2.3

	Year of enrolment	Minimum threshold	Maximum threshold
Bachelor's degree	Second year	25 credits (plus any OFAs)	60
	Third year	80 credits	120
	Last semester	135 credits	180

	Year of enrolment	Minimum threshold	Maximum threshold
Master's Degree	Second year	30 credits	60
	Last semester	80 credits	120

	Year of enrolment	Minimum threshold	Maximum threshold
Master's degree single-cycle	Second year	25 credits (plus any OFAs)	60
	Third year	80 credits	120

Fourth year	135 credits	180
Fifth year	190 credits	240
Sixth year	245 credits	300
Last semester	55 credits more than the number foreseen for the final year	360

For the purposes of eligibility for the competition, for PhD students and postgraduate students (not in the medical area) enrolled in years subsequent to the first year, only the income requirement applies, since there is no merit requirement.

Special criteria for determining merit are envisaged for **students with disabilities** (see Attachment 2, an integral and essential part of this notice).

Renunciation of studies, which may have occurred during a Bachelor's degree course, does not affect a student's Master's degree career.

Enrolments belonging to careers that ended with a waiver **of studies** are not taken into consideration, provided that the student has not received any scholarship during the previous enrolment or, if received, has renounced the same with the consequent return and payment of any fees relating to services used (calculated at the non-facilitated rate).

Validated credits from training activities carried out outside the University (vocational training courses, seminars, internships, etc.) and validated credits from previous completed study courses (e.g. Single Courses) do not count towards the determination of merit considered for the purposes of eligibility for accommodation.

Credits accrued are only valid if considered in the student's study plan and recognised for the course for which the student is requesting the benefit, even if different from the previous academic year.

ESU will provide for the telematic acquisition of the student's merit status, as resulting from the University of Padua information system. It will therefore be the student's responsibility to ensure that all credits obtained by 10 August 2025 have been registered by the University Secretariats.

The merit requirements for access to benefits for students enrolled in the second year also include the fulfilment of any educational obligations (OFAs), where foreseen at the time of admission to the courses.

Eligibility for the Accommodation Competition is, therefore, also conditional on passing these OFAs within the deadlines set by the university regulations. In the case of OFAs sustained in September, the student may be eligible for the Accommodation Competition with subsequent verification of OFA achievement and, in the case of failure to pass the OFAs, revocation of the allocation and payment of the period of use of the place with a "Non eligible" rate.

ATTENTION: Students who have renounced their studies in previous years and who had been the beneficiary of a scholarship and assigned accommodation as "eligible accommodation", in order to be eligible and assigned in the 2025/2026 Accommodation Competition, must have returned the scholarship and the fees for the services used **calculated at the non-eligible rate**. In this case the student must necessarily contact the Accommodation Service to calculate the amount due and check the requirements for participation in the competition. Any balance must be paid before checking in.

1.3.2.3 - STUDENTS ENROLLED IN A DOCTORATE OR SPECIALISATION PROGRAMME (EXCLUDING THE MEDICAL AREA)

Students enrolled in a doctorate or specialisation programme (excluding medical students) do not have to meet merit requirements in order to be eligible for ESU university accommodation. Eligibility is assessed solely on the basis of regularity of enrolment and financial requirements.

1.3.3 - BONUS CREDITS

Students enrolled in years subsequent to the first year may use a bonus credit in addition to the credits actually earned in order to meet the merit requirements.

The bonus allows the student to meet the requirements to be considered eligible, but the calculation of the merit coefficient is made considering the number of credits actually acquired by the student, without considering the bonus applied.

The bonus can only be used once throughout the entire study path and is of a different value depending on when it is applied, as shown below.

Year since enrolment	Bonus
Second year	5 bonus credits
Third year	12 bonus credits
Last semester/major	15 bonus credits

If the bonus is not used in full, the surplus can be used in subsequent years. The unused portion of the bonus credits for the Bachelor's degree may also be used in one of the years of the Master's degree.

For students lacking the CFUs (university credits) required to reach the merit threshold for eligibility, application of the bonus is automatic.

Students enrolled in years subsequent to the first year of a Master's degree who have obtained a Bachelor's degree at another university **must communicate** any bonus used in the Bachelor's degree course as well as the university of previous attendance with a ticket at the [Student Desk](#) > Concorso Alloggi (UNIPD Students).

ATTENTION: Starting with students enrolled in the 2023/2024 academic year, the bonus does NOT apply to students enrolled in a Master's degree programme in science whose admission qualification is **a degree obtained abroad** (see DGR n. 749/2024 art.5 n.7).

1.4 - COMPETITION ACCOMMODATION PLACES AND RESERVES

For the academic year 2025/2026, ESU is putting up for competition approximately 1000 beds in its accommodation facilities listed in Annex 1, [an](#) integral and essential part of this notice.

1.4.1 - ALLOCATION OF BED RESERVES

The beds offered in the competition are allocated in percentage terms and reserved according to the student's origin and year of enrolment as follows:

Enrolment	Percentage	
Subsequent years	70%	
First years	30%	80% students from EU countries
		20% students from non-EU countries

OTHER RESERVATIONS

Beds	Student type
Up to 10%	PhD and postgraduate students (no medical area)
Up to 10%	Commuter students meeting merit and financial requirements within the limits of remaining availability after allocation of eligible off-site students
27 equipped places	Students with certified motor/visual disabilities

1.5 - FEES APPLIED AND PAYMENT METHODS

The fees applied to participants in the competition are identified in Annex 1, an integral and essential part of this notice, and applied according to the following criteria

Full Rate:

Applies to students who are beneficiaries of a regional scholarship (so-called scholarship holder) and to students who meet the requirements but have not applied for a regional scholarship (so-called Eligible Accommodation). More specifically:

- Off-site students who are beneficiaries of a regional grant for whom the deduction for accommodation has been made from the regional grant;
- Scholarship students from autonomous provinces, regions, public bodies/institutions;
- Off-site students eligible for the Accommodation Competition and who have not applied for a grant;
- PhD/specialist students (non-medical area).

Reduced fee:

- Off-site students eligible for the regional scholarship, but not beneficiaries due to lack of funds.

Commuter Eligible Rate:

- Commuter students who meet the eligibility requirements. They may only be allocated after the ranking of Off-site students has been exhausted, on any available places.

Non-eligible Fare:

- Students admitted to the rankings and assigned who have subsequently lost the eligibility requirements.
- Students with disabilities assigned within the limit of the available equipped seats and as an exception to the allocation of seats.
- Students enrolled on a PARTIAL TIME basis on degree courses, master's degree courses and single-cycle master's degree courses who access the housing service once the rankings of those eligible have been exhausted, according to the notices to be published on the website (see point 2.9).

To the Off-site full rate, Off-site reduced rate, Commuter Eligible rate and Non Eligible rate, a surcharge must be added as per the table included in Annex 1, an integral and essential part of this notice.

The Tariffs include utilities and the use of accessory services in the Residences, for example: internet connection, air conditioning (where present), concierge service etc.

Any interruption of these services does not entitle the applicant to refunds or reductions in rates.

ATTENTION:

The current plan for the implementation of the Right to University Study (DSU) provides that for **off-site** students who are beneficiaries of a regional grant, the grant is paid partly in cash and partly in services. For students assigned an Esu bed space, the grant for accommodation services is € 1,600.00 (reduced by 50% for students enrolled in the first year fuori corso) for the partial payment of accommodation fees.

Scholarship recipients whose accommodation fees are higher than the accommodation service contribution will pay the difference in accordance with the deadlines and methods specified in the General Regulations for University Residences.

For all information relating to the Scholarship Competition, students should contact the Student Services-Benefits Office of the University of Padua.

For details of fees and payment methods, see Attachment 1, an integral and essential part of this notice.

2 - HOW TO APPLY

2.1 - ONLINE APPLICATION

The application must be completed exclusively by accessing the ESU of Padua online services from the [Sportello Studente](#) institutional portal and includes the following steps

- 1) LOGIN with MyID, SPID or CIE;

Italian students and foreign students in possession of an Italian identity card and residence permit must log in with SPID or CIE.

International students, not in possession of a valid Italian identity card and not in possession of a tax code, cannot log in with SPID.

The above-mentioned students must proceed with ACCREDITATION by using the username and password of the interested party and uploading a valid Passport, compulsorily in PDF format.

- 2) **COMPILATION OF APPLICATIONS** from the student desk in the "UNIVERSITY PADUA STUDENT ACCOMMODATION REQUEST" area. Students may modify/complete their application (e.g. status, personal details, income data...) **no later than the application deadline**.
- 3) **INTEGRATION OF APPLICATION**: once the application has been CONFIRMED, the student must access the "INCOME DATA COMPLETION" area, where he/she must enter the economic data taken from the **ISEE 2025 Certificate or ISEE Parificato Universitario 2025 Certificate** concerning subsidised benefits for the Right to University Study.
 - students resident in Italy must enter the identification data of the ISEE Attestazione ISEE (INPS protocol number and date of issue) and the ISR, ISP and ISE values resulting from the ISEE Attestazione ISEE.
 - foreign or Italian students resident abroad must enter the date of issue and the ISPEU and ISEU values resulting from the ISEE Attestazione Parificato 2025

The "Completion of income data" area remains active even after the application deadline. The student may therefore complete the data relating to ISEE even after the application deadline, as long as the Dichiarazione Sostitutiva Unica (DSU) filled in to obtain the Isee, has been submitted by the application

deadline itself and the relative data has been reported in the "RICHIESTA ALLOGGIO STUDENTI UNIVERSITÀ PADOVA".

- 4) **LOAD DOCUMENTS** in the special section "LOAD DOCUMENTS" where any required documents must be inserted (e.g. study title, ISEE Parificato certificate, etc.).

The ESU online services information system guarantees that the application is completed by **CONFIRMATION** of the application by the closing date and time indicated in the notice.

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

The student, approximately 72 hours after CONFIRMATION of the accommodation application, will be able to download the relative summary with the application's protocol number from the [Student Desk](#) in the area RECEIVED APPLICATIONS 2025/2026.

All communications relating to the Accommodation Competition and assignments are sent in the student's personal area at the [Student Desk](#), by ticket and, residually, by email. It is the student's responsibility to keep the communication channels monitored, including the Spam folder of the email.

The data entered in the application are self-certified in accordance with Presidential Decree 445/2000 and students filling it out are responsible for their truthfulness. By submitting the application online in the manner specified in the Announcement of Competition - either with access through SPID or with credentials issued by ESU - the accommodation application is considered digitally signed.

As part of the procedures for the selection of beneficiaries of services for the Right to University Studies pursuant to Art. 4 Prime Ministerial Decree 09.04.2001, ESU Padova is obliged to check the truthfulness of the self-certifications produced by students pursuant to Presidential Decree no.445/2000, for which sample and/or targeted checking procedures are foreseen on the applications for benefits in relation to the data self-certified by the student.

All information regarding the online application is available at the [Student Desk](#).

When completing the application, the applicant must:

1. Declare that he/she has psychophysical fitness for community living. **A student who declares that he/she does not have psychophysical fitness will be excluded from the Accommodation Competition.** Psychophysical suitability means that the student has no pathologies that prevent him/her from sharing the residence spaces (rooms, bathrooms, kitchens, other common areas) with other people. University residences, as they are structured, are a place where students must share spaces; it is not possible to guarantee assignees single rooms with private bathroom and kitchen. Any request to change accommodation assignment due to a personal need not to share the room/apartment with other people will not be considered;

2. Please indicate the residences in progressive order of preference, bearing in mind that the accommodation assignment is not bound by the preference expressed. The allocation of accommodation consists of the right to use one of the places offered, **not a place chosen by the students.**

It is not possible to express a preference for a single or double room, type of room, equipment and characteristics of the room (e.g. terraces, size, etc.)

2.2 - VERIFICATION OF REQUIREMENTS

The verification of merit requirements for students enrolled in subsequent years will take place through the telematic acquisition of merit data from the University of Padua information system; it will therefore be the student's responsibility to **ensure that all credits obtained by 10 August 2025 have been registered and are present in UNIWEB.**

Merit data must be registered and present in UNIWEB no later than 11.59pm on 28 August 2025

Verification of the income requirement for students resident in Italy will be made by querying the INPS database using the INPS protocol number of the ISEE certificate, entered when completing the application.

It is the student's responsibility to verify the correctness and completeness of all the data entered, and it is the student's responsibility to check that the Isee Certificate for the right to study used for the application for benefits **does not contain any annotations of omissions/difformities**.

In case of omissions/irregularities noted in the Isee Certificate, it is necessary to submit a new Dichiarazione sostituiva Unica (DSU) that corrects/integrates the information already provided in the previous DSU, **within the deadline of the Call**.

In the case of omissions/formalities in the ISEE presented or other errors that render the ISEE irregular, ESU will proceed according to the provisions of art. 11 DPCM n.159/2013 Isee Regulations and art. 71 DPR 445/2000.

The income data provided by students resident in Italy must be present in the INPS database no later than 23.59 on 3 September 2025.

Esu will verify the income data provided by international students with the CAF for the last time on 10 September 2025.

2.3 - DETERMINATION OF THE RANKINGS

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

- **Students enrolled in subsequent years** according to the absolute coefficient of merit:

$$c = \frac{n^{\circ} \text{ crediti studente} - \text{soglia minima}}{\text{soglia massima} - \text{soglia minima}}$$

In the event of a tie, the economic values (provided by the ISEE 2025 Attestazione ISEE 2025 per il diritto allo studio universitario or by the Isee Parificato Universitario 2025) will be considered in ascending order to determine the position in the rankings.

- **Students enrolled in the first years of all degree courses and students enrolled in specialisation courses (no medical area) and PhD courses**, based on increasing ISEE.
- **Non-EU international students enrolled in the first years**, based on:
 - Increasing university ISEE parity;
 - Increasing age for the same ISEE Parificato Universitario.

2.4 - RANKINGS

The following rankings will be drawn up, distinguishing between "Students Off-site" and "Commuting Students":

- Phd student enrolled in the Years Following the First;
- Student enrolled in the years subsequent to the first year;
- Phd student enrolled in the first year;
- Student enrolled in first year Master's degree;
- Student enrolled in the first year of a Bachelor or Combined Bachelor and Master of Science degree;
- Non-EU students enrolled in the first year of a laurea magistrale, laurea triennale and laurea magistrale a ciclo unico;

Please note that commuter students may only be assigned after the ranking lists of off-site students have been exhausted, on any available places.

The student may be:

- Assignee: the student is eligible for the accommodation competition and has received an allocation;
- Eligible for accommodation: the student is eligible for the accommodation competition and has not received an allocation due to an exhaustion of available places;
- Suspended for assessment: the student's application is still being assessed (e.g. students transferring from another university);
- Not eligible for accommodation: the student does not meet the requirements set out in the present Application Requirements and Regulations.

Ranking positions will be updated according to the periodic assignments.

Students can check their position in the rankings and the weekly updates in the Esu [Sportello Studente](#) staff area. The rankings and the scrolling of the same will also be published each week on the institutional website on the page dedicated to the Accommodation Competition. All students will be entered in the rankings published on the site with the Student Code instead of their first and last name, in order to comply with transparency/privacy obligations. The Student Code can be found in the Esu [Student Desk](#) personal area.

2.5 - ALLOCATION AND ACCEPTANCE OF ACCOMMODATION

Accommodation assignments will be made on the dates indicated below. Eligible students may be assigned accommodation, depending on their position in the ranking and the availability of places.

The student assigned to accommodation will find the offer of accommodation in the [Student Desk](#) and in the Pago PA-MyPay section the amount of the deposit to be paid (euro 380.00) as well as the terms within which payment must be made. It is the student's responsibility to keep the [Student Desk](#) monitored to check updates of rankings and allocations. Requests to receive a second allocation following the failure to view the first one at the [Student Desk](#) will not be considered.

Assignments subsequent to the two indicated in the table below will be made every Tuesday with a deadline for acceptance on the following Friday and only if there are places available after the previous assignment.

Due to unforeseen needs, the allocation dates indicated may be subject to change. Notice will be given on the institutional website.

Confirmation of the assigned place is conditional upon payment of the deposit according to the deadlines indicated below:

Student category	First assignment	Deposit payment deadline	Second assignment	Deposit payment deadline
Subsequent years	26 August 2025	29 August 2025	2 September 2025	5 September 2025
First years	2 September 2025	5 September 2025	9 September 2025	12 September 2025

Once the payment deadline has passed without the student having paid the deposit, the student **forfeits the allocation** and the place is used for subsequent allocations.

The deposit will be converted into a security deposit once the student has taken possession of the place.

For details on the rules governing the deposit, see Annex 1, [which is an](#) integral and essential part of this notice.

PLEASE NOTE: The Foresta and Tiziano Aspetti flats may be assigned from the second assignment onwards, to eligible students who were not beneficiaries in the first assignment as per DDR Istruzione e Formazione n. 787 of 20/06/2024 with the aim of financing measures aimed at supporting rental contracts in favour of eligible students outside the city

For subsequent needs ESU may assign the student an **alternative bed space**, or **postpone the opening of certain residences**. In the event of unavailability of the bed, ESU will return the deposit paid to the student.

The student who has taken possession of the accommodation is required to comply with the **General Regulations for University Residences for the A.Y. 2025/2026** published on the institutional website.

ATTENTION:

1) In the months following the opening of the residences, two types of communication may be sent to all eligible students still on the ranking list, in order to allow the student to confirm or not their interest in the accommodation place. In particular

- **Expression of NON-interest** with which the student who is no longer interested in the accommodation will be asked to communicate this by ticket in the [Student Desk](#) > Accommodation Competition (UNIPD Students). Students who communicate their non-interest will be excluded from the ranking. The "expression of non-interest" communication may be sent several times from October until the "expression of interest" communication is sent;
- **Expression of interest** requesting the eligible student still on the ranking list to confirm their interest in remaining on the list, pending possible assignment. **All students who do not confirm their interest will be excluded from the ranking list.** The purpose of the "Expression of interest" is to exclude students no longer interested in accommodation from the ranking list and to speed up the allocation of students still interested. By way of information only, we would like to inform you that in the 2024/25 competition the "Expression of interest" was sent to eligible students who were out of residence at the end of October.

2) Until allocations are made for available places by 30 November, offers for eligible off-site students will be sent considering the entire period in which the residences are open, with payment of the fees for the entire allocation period.

From December onwards, allocations will be made considering the actual months from the date of allocation to the closing date of the residences.

Esu will inform the University of Padua of the names of the students assigned to the residences through the Accommodation Competition, indicating the number of months of assignment.

2.6 - ACCESS TO RESIDENCES

Students who have been successful in the competition, who have been assigned a place to stay - and who are regularly enrolled at the University of Padua in the academic year 2025/2026 (enrolled students must prove their regular enrolment by 31/01/2026) - will be able to access the residences on the following dates

23/09/2025 > SUCCESSIVE YEARS (all degree courses, specialisation/research doctorate).

EXCLUDING assignees of Camplus Delù, Camplus Turazza, Carli, Copernico, El Rustego, Lando, Piccole Apostole residences

26/09/2025 > FIRST YEARS (all degree courses, specialisation/research doctorate).

INCLUDING all assignees Camplus residences Delù, Carli, Copernico

01/10/2025 > **Opening of residences/flats Camplus Turazza, El Rustego, Lando, Piccole Apostole**

Before entering the residences, assignees will receive a link to a video presentation and information on residency services.

PLEASE NOTE: it will only be possible to check in at the residences during the opening hours of the reception which, in some residences, will not be open 24 hours a day (see Annex 1, integral and essential part of this notice).

Allottees must show their identification document when entering the residence.

By signing the room key collection form, the assignee accepts the room and the General Regulations of the University Residences.

The residences will close on 24/07/2026 at 10.00 am.

Students who do not expect to arrive on the above-mentioned dates for access to the residences must communicate their arrival date by opening a ticket at the [Student Desk](#) > Residence > General Information by 26/09/2025. In the event of failure to communicate arrival after 26/09/2025, Esu reserves the right to revoke the allocation.

Eligible students in the 2025/26 Housing Competition may request a place in residence at a subsidised rate for the month prior to the opening of the residences for the academic year 2026/2027. The rate applied, the application and allocation procedures will be published in a special Notice to be available by May 2026.

2.7 - FIRE SAFETY MANAGEMENT SUPPORT ACTIVITIES

Interested students will be able to give their availability to carry out support activities for the concierge and the residence hall manager regarding fire alarm management.

Up to 5 students per residence hall will be selected. The selected students will have to participate in an 8-hour medium-risk fire-fighting training course, to be held in person and with the issue of a certificate after passing a final test. The certificate must be obtained by 15 November 2025. The course will be organised by Esu di Padova and there will be no charge for students. Participation in the course and passing the final exam are compulsory, under penalty of exclusion from the fire-fighting support activity.

Students who request to take part in these activities, and who have already successfully attended the course in the previous year, do not have to attend the course again, but must attend a training/information meeting with the person in charge of the residence to which they are assigned.

Students will be selected by the Residential Service in an unquestionable manner on the basis of the following requirements:

- Excellent knowledge of the Italian language;
- Non-participation in international mobility programmes, off-site placements or other activities involving the renunciation of accommodation during the year or prolonged absence (excluding holidays);
- Graduation after 30/04/2026;
- Regular performance of required activities in previous years.

Selected students will benefit from a 10% discount on the annual cost of accommodation.

Students may apply by filling in the form via the link that will be sent with the confirmation of allocation.

The selection will be made by 15 October 2025 and interested parties will be notified.

2.8 - RENUNCIATION OF STUDIES AFTER ALLOCATION

A student who renounces his or her studies after the allocation of accommodation will have to leave residence as he or she is no longer enrolled at the University. The student will pay the tuition fee for the period of use at the "eligible accommodation" rate. For detailed information please refer to Annex 2, which is an integral and essential part of this notice.

For information relating to the procedures for career and scholarship waivers the student must contact the Student Affairs and Services Office of the University of Padua.

2.9 - ALLOCATION TO INELIGIBLE STUDENTS

Once the allocations of eligible students have been exhausted, the rankings lapse to all effects.

Any available accommodation may be assigned to students who submit an application on the appropriate form (area "Application for Extra competition accommodation") in the Student Desk according to the procedures that will be published on the website. These students, if assigned, will be charged the "Non-eligible" rate. We would like to point out, by way of indication only, that in 2024/25 it has been possible to assign "Extra Competition" beds from mid-February 2025.

3 - OTHER INFORMATION

3.1 - VERIFICATION OF ECONOMIC CONDITIONS (ART. 71 D.P.R. N. 445/2000)

In order to ascertain the economic conditions, ESU of Padua verifies - either on a sample basis or on a targeted basis, before or after the allocation of the benefit - the actual condition of the student and, if it finds the untruthfulness of the declarations, it will proceed to the immediate revocation of the accommodation place assigned (or to the request for payment of the monetary value of the benefit enjoyed) as well as the application of the sanctions provided by law.

Esu carries out checks as described above on at least 20 % of the students well

To this end the ESU of Padua may carry out, by any means at its disposal, the investigations it deems appropriate also by requesting information from the Administrations concerned. The ESU of Padua may carry out checks on databases (SIATEL, INPS ...) and perform tax audits. It may also send to the requesting institutions the data on students benefiting from the Right to University Studies, as well as to INPS and to the Provincial Command of the Guardia di Finanza the lists of students allocated accommodation at reduced or full rates.

Anyone who, without being in the conditions established by the relevant laws, benefits from the service referred to in this call for applications as a result of untruthful declarations made by themselves or their relatives, shall lose the right to obtain all the benefits and/or services provided by ESU, for the duration of their course of study, without prejudice in any case to reporting the matter to the judicial authorities (art. 75 and 76 D.P.R. no. 445/2000), if an offence is detected, and is subject to an administrative penalty consisting in the payment of a sum three times the amount due (Art. 10 D.Lgs. 68/2012).

3.2 - INFORMATION ON THE USE OF PERSONAL DATA (GDPR)

Pursuant to art. 13 of European Regulation 2016/679 (GDPR), the data acquired in self-certification as well as those contained in the documentation requested are intended for all the operations aimed at drawing up the lists and rankings of students for the assignment of university accommodation as per R.L. no. 8/1998.

The provision of data is necessary for participation in the competition; failure to submit it will result in exclusion from the competition itself.

The data collected may be communicated to other public bodies if such communication is necessary for the performance of ESU's institutional functions or for legal obligations.

The processing of personal data will be based on principles of correctness, lawfulness, transparency and protection of the rights of the interested party.

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

The data collected may be used for statistical purposes for the production of studies and research on the right to study or, in any case, for in-depth studies relating to the institutional competences of Esu.

They may also be used to inform students about initiatives and projects carried out by Esu or by subjects collaborating with Esu.

Data subjects are granted the rights provided for by the Regulations, in particular: access to personal data; rectification/deletion/limitation of processing (Articles 16-17 and 18 of the GDPR); opposition and proposal of complaint (pursuant to Article 77 of the GDPR) to the Garante per la protezione dei dati personali.

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, in any case for a period not exceeding 10 years. The data will not be transferred outside the territory of the European Union.

The general information is available on the website <https://www.esu.pd.it/it/Pagine/privacy.aspx>.

The data controller of the personal data collected by ESU is ESU di Padova - AZIENDA REGIONALE PER IL DIRITTO ALLO STUDIO UNIVERSITARIO

with head office in via S. Francesco 122 - 35121 Padua (esu@cert.esu.pd.it)

Data Protection Officer (DPO), pursuant to Article 37 of the GDPR, who can be contacted at the following address: dpo@esu.pd.it

3.3 - REGULATORY REFERENCES

1) Right to University Studies

- 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 services on the subject of the Right to University Studies and without prejudice to the application of subsequent different provisions on the subject for those enrolling in the 2025/2026 academic year;
- Regional Law no. 8 of 7 April 1998 "Regulations for the implementation of the right to university study";
- D. Legislative Decree no. 68 of 29 March 2012 insofar as applicable;
- MUR Decree no. 1320 of 17-12-2021
- Annual resolution of the Veneto Regional Council approving the Plan for the implementation of the Right to University Study (DSU) for A.Y. 2025/2026

2) 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 No. 171 of 18 December 2014, as amended.

- DL 28 January 2019 n. 4, converted into L. n. 26/2019

For all matters not provided for in this Notice, reference is made to the relevant laws and regulations in force, to the annual Veneto Regional Decree on the Right to Study, to the General Regulations for Residences.

Administrative Procedure Manager (art. 4 Law no. 241/1990 and subsequent amendments and additions):
Dr Emanuele Brusamento

N.B. This notice is also translated into English for dissemination purposes only.

Only the Italian version is valid for the application and resolution of any controversy and for all legal effects.

Appeal against this measure may be brought before the Regional Administrative Court within 60 days from its publication or, alternatively, appeal to the Head of State within 120 days from its publication.

3.4 - INFORMATION

For information on services and facilities for the right to study, contact the Right to Study Office by online, telephone, by appointment, or by booking from your personal area in ESU-Sportello Studente.

Students Affairs and Services Office

Via Ospedale Civile, 19 - Padua

ticket: [Sportello Studente](#) > Concorso Alloggi

Telephone: [0497430610](tel:0497430610) /[0497430611](tel:0497430611)

TELEPHONE RECEPTION HOURS	Monday	Tuesday	Wednesday	Thursday
mornings	9:00 - 13:00	9:00 - 13:00	9:00 - 13:00	9:00 - 13:00

Padua, 3 July 2025

The Director
Dr. Gabriele Verza

ANNEX 1 - RESIDENCES: OFFER AND MODALITIES OF USE

LIST OF ESU RESIDENCES ON OFFER

Residence	Address	Type (gender)	Place reservation (students with disabilities)	Room type
Agripolis	Viale dell'Università, 12 - Legnaro	mixed	1	Single
Camplus Delù	Via Delù, 8 - Padua	mixed		Double
Camplus Turazza	Via Turazza, 24 - Padua	mixed		Double
Carli	Via Martiri Giuliani Dalmati, 25 - Padua	mixed		Single (with private and shared bathroom)
Ceccarelli	Via Monte Cengio, 19 - Padua	mixed	6	Single and double
Colombo	Via L. Einaudi, 10 - Padua	mixed	4	Single and double
Copernico	Via G. B. Tiepolo, 54 - Padua	mixed	6	Single and double
Cornaro	Via Curzola, 10 - Padua	mixed		Single and double
El Rustego	Via A. Rossi, 16 - Rubano	mixed		Single and double
Foresta**	Via Gattamelata, 11 - Padua	mixed		Double
Gattamelata	Via Gattamelata, 29 - Padua	mixed		Single and double
Goito	Via Goito, 70 - Padua	mixed		Single
Lando	Via Lando Marco, 12 - Padua	mixed		Single and double
Minio	Via T. Minio, 38 - Padua	mixed		Double
Nievo	Via C. Moro, 4 - Padua	mixed		Single and double
Piccole Apostole	Via Scuole 3 - Padua	female		To be defined
Rovigo*	Via Vincenzo Chiarugi, 115 - Rovigo	to be defined		Single and double
San Raffaele*	Viale Dieci Giugno, 10 - Vicenza	mixed		Single and double
Tiziano Aspetti**	Via Tiziano Aspetti, 103 - Padua	mixed		Single and double

Available only for students with disabilities

Nord Piovego	Via Venezia, 20 - Padua	mixed		
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Due to management needs, Esu may remove some residences from the competition availability and/or add additional places for students with disabilities.

ATTENTION

1) *Students enrolled on a course based in Vicenza or Rovigo will be assigned to the San Raffaele and Rovigo residences, regardless of the preference expressed and subject to availability of places.

Any assignment to a residence in Padua resulting from an incorrect declaration made by the student regarding the place of study will result in an automatic transfer to Vicenza or Rovigo within the limits of availability of places.

2) **Foresta and Tiziano Aspetti flats may be assigned from the second assignment onwards, to eligible students who were not beneficiaries in the first assignment as per DDR Istruzione e Formazione n. 787 of 20/06/2024 having as its object "Contributo regionale per il finanziamento di misure volte a facilitare la conclusione dei contratti di locazione a favore degli studenti universitari tramite gli ESU - Aziende Regionali per il Diritto allo Studio universitario L.R. 10/11/2023, n.28.

3) It will only be possible to check in at the residences during the opening hours of the gatehouses, which are:

Residence	Concierge opening hours
Ceccarelli - Colombo - Copernico - Nord Piovego	24h - 7 days a week
Carli - Cornaro - Goito - Nievo - Gattamelata - San Raffaele	8 am to 3.30 pm - 7 days a week
Camplus Delù - Camplus Turazza	Monday to Friday, 9 a.m. to 6 p.m.
Agripolis - Foresta - Rovigo -	No concierge service, key collection to be arranged with Residential Service by sending ticket
Minio - Tiziano Aspetti - Lando	No concierge service, key collection in Cornaro during concierge opening hours
El Rustego - Piccole Apostole	Concierge opening hours to be defined

RATES

Type of accommodation and Monthly rates

Type of accommodation	Scholarship eligible (Off-site) Reduced rate	Scholarship Holder and Eligible Accommodation (Off-site) Full rate	Commuter eligible Full fare + 30,00 €	Not eligible
Single room	68,00 €	136,00 €	166,00 €	260,00 €
Double room	55,00 €	110,00 €	140,00 €	210,00 €

For details on the allocation of tariffs see section 1.5.

Off-site students who, after taking part in the Accommodation Competition, have been found to be eligible for a regional scholarship, but who are not beneficiaries due to a lack of funds, are charged the reduced rate referred to in paragraph 1.5 added to the specific surcharge relating to the assigned residence.

LODGING UTILITIES: utilities (by way of example but not limited to water, electricity, gas, etc.) are included in the monthly fee; any abnormal consumption, caused by improper behaviour, will be charged to the assignees, even if the author of the abnormal consumption is not identifiable.

With the assignment of a bed space, the conventional furnishings of the room are guaranteed, **excluding bed linen** (sheets, pillowcases, towels and pillow) which the assignee must provide (General Residence Regulations).

In accordance with the Rules and Regulations, the student assignee is required to participate in courses and activities on safety in the residence hall and any other training events deemed of interest for particular activities (e.g. on inclusion and disability, etc.). Assigned students are also required to sort their waste correctly, as per the Rules and Regulations, with a view to environmental sustainability.

Monthly surcharges for services offered

Residence	Single S (private bathroom)	Single (shared bathroom)	Double
Agripolis		105,00 €	
Camplus Delù			160,00 €
Camplus Turazza			160,00 €
Carli	130,00 €	105,00 €	
Ceccarelli A/B			80,00 €
Ceccarelli C/D/E	130,00 €		- €
Colombo A		80,00 €	80,00 €
Colombo B	160,00 €	105,00 €	
Copernicus	130,00 €	105,00 €	80,00 €
Cornaro	130,00 €	105,00 €	80,00 €
Forest	160,00 €		130,00 €
<i>Galilei (not allocated)</i>		<i>160,00 €</i>	<i>130,00 €</i>
Gattamelata	130,00 €		80,00 €
Goito		105,00 €	
Lando		160,00 €	130,00 €
Minio	160,00 €		130,00 €
Nievo		80,00 €	80,00 €
Piccole Apostole		105,00 €	80,00 €
Rovigo		130,00 €	105,00 €
El Rustego		75,00 €	50,00 €
San Raffaele	130,00 €	105,00 €	80,00 €
Tiziano Aspetti		160,00 €	130,00 €

Available only for students with disabilities			
Nord Piovego	160,00 €		130,00 €

Summary of annual fees by residence, room type and student status (for 10 months)

Residence	Reduced rate - Scholarship holder (off-site)			Full rate - Scholarship Holder and Eligible Accommodation (off-site)			Eligible Accommodation (commuter)			Ineligible		
	Single S	Single	Double	Single S	Single	Double	Single S	Single	Double	Single S	Single	Double
Agripolis		1.730 €			2.410 €			2.710 €			3.650 €	
Campus Delù			2.150 €			2.700 €			3.000 €			3.700 €
Campus Turazza			2.150 €			2.700 €			3.000 €			3.700 €
Carli	1.980 €	1.730 €		2.660 €	2.410 €		2.960 €	2.710 €		3.900 €	3.650 €	
Ceccarelli A/B			1.350 €			1.900 €			2.200 €			2.900 €
Ceccarelli C/D/E	1.980 €			2.660 €			2.960 €			3.900 €		
Colombo A		1.480 €	1.350 €		2.160 €	1.900 €		2.460 €	2.200 €		3.400 €	2.900 €
Colombo B	2.280 €	1.730 €		2.960 €	2.410 €		3.260 €	2.710 €		4.200 €	3.650 €	
Copernicus	1.980 €	1.730 €	1.350 €	2.660 €	2.410 €	1.900 €	2.960 €	2.710 €	2.200 €	3.900 €	3.650 €	2.900 €
Cornaro	1.980 €	1.730 €	1.350 €	2.660 €	2.410 €	1.900 €	2.960 €	2.710 €	2.200 €	3.900 €	3.650 €	2.900 €
El Rustego		1.430 €	1.050 €		2.110 €	1.600 €		2.410 €	1.900 €		3.350 €	2.600 €
Forest	2.280 €		1.850 €	2.960 €		2.400 €	3.260 €		2.700 €	4.200 €		3.400 €
Galilei		2.280 €	1.850 €		2.960 €	2.400 €		3.260 €	2.700 €		4.200 €	3.400 €
Gattamelata	1.980 €		1.350 €	2.660 €		1.900 €	2.960 €		2.200 €	3.900 €		2.900 €
Goito		1.730 €			2.410 €			2.710 €			3.650 €	
Lando		2.280 €	1.850 €		2.960 €	2.400 €		3.260 €	2.700 €		4.200 €	3.400 €
Minio	2.280 €		1.850 €	2.960 €		2.400 €	3.260 €		2.700 €	4.200 €		3.400 €
Nievo		1.480 €	1.350 €		2.160 €	1.900 €		2.460 €	2.200 €		3.400 €	2.900 €
Nord Piovego	2.280 €		1.850 €	2.960 €		2.400 €	3.260 €		2.700 €	4.200 €		3.400 €
Piccole Apostole		1.730 €	1.350 €		2.410 €	1.900 €		2.710 €	2.200 €		3.650 €	2.900 €
Rovigo		1.980 €	1.600 €		2.660 €	2.150 €		2.960 €	2.450 €		3.900 €	3.150 €
San Raffaele	1.980 €	1.730 €	1.350 €	2.660 €	2.410 €	1.900 €	2.960 €	2.710 €	2.200 €	3.900 €	3.650 €	2.900 €
Tiziano Aspetti		2.280 €	1.850 €		2.960 €	2.400 €		3.260 €	2.700 €		4.200 €	3.400 €

Short stays (up to three months and "ineligible" rate only): add € 50.00 per month for a place in a single room and € 30.00 per month for a place in a double room

STUDENT STATUS AND CALCULATION OF ACCOMMODATION FEE

Three statuses may apply to students receiving accommodation, which determine the cost of accommodation for the student and the deadline for payment.

The statuses are as follows:

1. Scholarship holder - FULL RATE: the "scholarship holder" is the student who receives the regional grant from the University of Padua and for whom the University of Padua pays Esu the housing fee of €1600. Students eligible for the Accommodation Competition are usually also eligible for the Regional Scholarship Competition, managed by the University of Padua, because the requirements are the same.

For off-site students who receive the grant and are in an ESU residence, the **full rate** is applied and included in the grant is the housing service contribution of €1600 (€800 for students enrolled in the 1st year fuori corso) which UNIPD will pay directly to Esu for the payment of the accommodation fee for the entire academic year (10 months) if the student will keep the Esu accommodation for 10 months (5 months for students enrolled in the 1st year fuori corso. See Note 1 at the end of this section).

The accommodation service fee (€1600/800) partially covers the cost of tuition for the 10/5 months of the bed allocation. The difference is payable by the student, who must pay it in 3 instalments due on 31 December, 28 February and 30 April. The first instalment will be 35% of the amount due, the second and third will both be 50% of the remainder.

2. Scholarship eligible - REDUCED RATE: an off-site student who is "scholarship eligible" is a student who has applied for a scholarship, meets income and/or merit requirements and is on the UNIPD ranking list but is not awarded a scholarship due to lack of funds.

The REDUCED rate applies to the off-site student eligible for the grant and the cost of accommodation for the 10 months of allocation remains entirely at his/her expense with the same payment deadlines as for the "Scholarship holder".

If the student is awarded a scholarship in an assignment subsequent to the first one (the second assignment is usually between March and April), the status is changed ex officio to that of Bursary Holder and the amount of tuition to be paid is recalculated with application of the FULL rate and taking into consideration the housing service contribution of €1,600/€800 applied to the scholarship awarded.

If the student enrolled in the first year who is eligible for the grant is revoked because he/she does not reach 20 credits by 30 November (See Announcement of regional scholarships, managed by the University of Padua), the status is changed to ACCOMMODATION FIT and the fee is recalculated, changing from a REDUCED fee to a FULL fee, with the student being asked to pay the difference due for the fee of the assigned accommodation.

3. Eligible for accommodation - FULL RATE: the "eligible for accommodation" student is the student who meets the requirements set out in the Accommodation Competition Notice but has not applied for scholarship (the reasons may be many, from simple forgetfulness to the fact that he/she already has a different and incompatible scholarship from the regional one, for example).

The student eligible for accommodation off-site is charged the full rate (same amount as the scholarship holder) but the student is fully responsible for payment. The student must pay the cost of the accommodation fee in monthly instalments due on the 5th of each month. Given that the definition of statuses and fees is only possible after the University of Padua publishes the definitive scholarship rankings, the first instalment for the eligible

accommodation student is usually available from December or January and also includes the monthly payments for October and November.

NOTE 1: To the scholarship holder-eligible student who renounces ESU accommodation, the University of Padua automatically changes the status from "off-site" to off-site to be confirmed". This entails the recalculation of the assigned study grant, which is equated to the fee envisaged for "commuter" status without application of the accommodation service contribution (€ 1600/800).

The non-application of the accommodation service contribution implies that the cost of the assigned bed, calculated at the "full" rate, will be borne entirely by the student.

Payment must be made by means of a PagoPa notice that will be available on Uniweb and the student must return the entire accommodation service contribution to the University.

The student will be able to confirm his or her off-site status if, during the course of the academic year, he or she holds a contract for private accommodation in return for payment for the months remaining to reach the minimum of 10 months provided for by the notice (5 in the case of enrolment for an additional semester). All information regarding the Scholarship Competition, managed by the University of Padua, is available on the University's website <https://www.unipd.it/borse-studio-regionali>.

DEPOSIT AMOUNT

Confirmation of the assigned place is conditional upon payment of the deposit within the terms indicated in point 2.5. The amount of the deposit is set at **€ 380.00**.

The deposit will be converted into a **security deposit** once the place has been taken over.

RENOUNCING THE BED SPACE AND RETURNING THE DEPOSIT/SECURITY DEPOSIT

The renunciation of a bed place must be communicated by means of a ticket at the [Student Desk](#). The return of the deposit in the event of renunciation of the bed space is regulated as follows:

1) Renunciation **by 31-10-2025:**

- If the renunciation of the place takes place by 31 October and without the student having collected the room key, the deposit will be returned in full;
- If the student has withdrawn the room key, the deposit will be retained in full, regardless of the date of notification of the renunciation, and the room must be vacated by 31 October.

2) Renunciation **after 31-10-2025:**

- The provisions of Article 7 of the [General Regulations of the Residences](#) shall apply in full.

DEPOSIT AND FEE PAYMENT METHODS

Payment of the deposit must be made via the PagoPa-MyPay procedure, by connecting to the [Student Desk](#), as stated in the General Residence Regulations.

The accommodation fee will be paid in the same way, according to the deadlines indicated in the General Regulations for University Residences.

Other methods of payment (e.g. bank transfer) may only be permitted in exceptional cases, upon justified request, sent by ticket to the [Student Desk](#).

For further details, please refer to the General Regulations for University Residences A.Y. 2025/2026.

ATTACHMENT 2 - STUDENTS WITH DISABILITIES

Students with disabilities, with recognition pursuant to art. 3, paragraph 1, of L. 05/05/1992, n. 104 or with a disability recognised by the National Health Service as $\geq 66\%$ and duly documented, are subject to special treatment procedures:

- Students with **motor or visual disabilities** may participate in the accommodation competition regardless of status (Off-site, Commuter, On-site).
- In consideration of the number of years for which they can compete for the benefit. Students with disabilities between 66% and 100% may apply for a different number of years/semesters, starting from the year of enrolment, according to the following table:

Degree course	Number of years
Three-year degree	5 years
Master's degree	4 years
Combined Bachelor's and Master's degree	Legal course duration + 2

- In the determination of the merit to be acquired by 10 August 2025 according to the following tables (the values indicated in the "Minimum Threshold" and "Maximum Threshold" columns are used for the calculation of the merit coefficient under point 2.3)

Bachelor's degree

Year of enrolment	Invalidity between 66% and 80%.		Disability between 81% and 100%.	
	Minimum threshold	Maximum threshold	Minimum threshold	Maximum threshold
Second year	20 credits	48 credits	15 credits	36 credits
Third year	64 credits	96 credits	48 credits	72 credits
Fourth year	108 credits	144 credits	81 credits	108 credits
Last semester	144 credits	180 credits	108 credits	144 credits

Master's Degree

Year of enrolment	Disability between 66% and 80%		Disability between 81% and 100%.	
	Minimum threshold	Maximum threshold	Minimum threshold	Maximum threshold
Second year	24 credits	48 credits	18 credits	36 credits
Third year	64 credits	96 credits	48 credits	72 credits
Last semester	96 credits	120 credits	120 credits	120 credits

Single-cycle degree

Year of enrolment	Disability between 66% and 80%		Disability between 81% and 100%.	
Second year	20 credits	48 credits	15 credits	36 credits
Third year	64 credits	96 credits	48 credits	72 credits
Fourth year	108 credits	144 credits	81 credits	108 credits
Fifth year	152 credits	192 credits	192 credits	144 credits
Sixth year	196 credits	240 credits	147 credits	180 credits
Seventh year	240 credits	288 credits	180 credits	216 credits
Last semester	288 credits	336 credits	216 credits	252 credits

In order to meet the merit requirements, students with disabilities may use, in addition to the credits actually earned, a bonus accrued on the basis of the course year attended. This bonus can only be used once during the entire course of study and is of different value depending on when it is used, according to the table below:

Enrolment year	Disability between 66% and 80%	Disability between 81% and 100%.
Second year	4 bonus credits	3 bonus credits
Third year	9 bonus credits	7 bonus credits
Fourth year	12 bonus credits	9 bonus credits

If the bonus is not used in full, the surplus bonus portion can be used in subsequent years.

The portion of the bonus not used during attendance of the Bachelor's degree may also be used in one of the years of attendance of the Master's degree.

For students lacking the CFUs (university credits) required to reach the merit threshold for eligibility for the benefit, application of the bonus is automatic.

Students enrolled in years subsequent to the first year of a Master's degree who have obtained a Bachelor's degree at another university **must communicate** any bonus used in the Bachelor's degree course as well as the university of previous attendance by opening a ticket at the [Student Desk](#).

CHECKING ACCOMMODATION

At the time of applying for accommodation, students with disabilities must declare the type of disability and may be contacted by the Residential Service for an interview to assess their needs for residence life.

Before taking possession of the accommodation, students with disabilities or their delegates must issue an appropriate declaration of nulla osta to be accommodated in the assigned accommodation and also declare how he/she intends to provide personal services on a continuous basis within 24 hours, if the student is unable to provide them independently. In the event that they detect elements incompatible with their state of disability that the organisation cannot remove and does not have, as an

alternative, eligible rooms to propose, the benefit cannot be granted. Inspection arrangements can be made by opening a ticket at the [Student Desk](#).

REQUEST FOR AN ASSISTANT

Students with disabilities who require one/two accommodation assistants must indicate this in the online application. ESU will assess on a case-by-case basis the appropriateness of assigning the bed to the assistant on the basis of what is certified by the SSN. Students with disabilities must inform the ESU Residential Service of the names of their assistants by opening a ticket at the [Student Desk](#). Any communication of appointment or change of assistant must be sent at least 7 days before the expected check-in date of the assistant, so that the necessary registration procedures can be carried out, the accommodation offer sent, the security deposit paid and the related registration.

For students without assistants, ESU makes available to interested parties the list of students who have indicated their availability to be assistants in the online application. Should the student with a disability be unable to find an assistant, he or she will not be assigned to an ESU residence.

At least one assistant of the student with a disability must be present at the facility alongside the students and may not be absent for work reasons either.

Only students with an established motor disability may have 2 assistants.

All students with disabilities must contact the Residential Service for special needs related to community living **by 6 September 2025** and the assistant(s) must be appointed **by 30 September**.

The Right to Study Office may request documentation proving the disability status for possible checks.

A student with disabilities who is eligible for the ESU Accommodation Competition is not required to pay additional fees for the accommodation of an assistant.

STUDENTS WITH DISABILITIES NOT ELIGIBLE FOR THE COMPETITION

ESU may admit to the accommodation **students with disabilities who are not eligible for the competition**, by way of derogation from the allocation of places and within the limit of the available equipped places, with a **"Not Eligible" rate**. It is compulsory to submit the application within the terms set out in this Notice of Competition.

The rate for the bed space of the assistant, if any, will be the same as that allocated to the student with a disability who is not eligible for the competition.

ESU will grant the student with disabilities ineligible for the competition a contribution based on his/her ISEE indicator for each assistant, according to the following table:

ISEE (student with disabilities)	Esu contribution per Assistant
≤ of 26,306.25 *€	100% tuition due per assistant(s)
> of 26,306.25 and € ≤ of 70,000.00 * €	50% tuition due for Assistant/s
> of 70,000.00 * €	No contribution

Assistants will benefit from the free catering service (lunch and dinner) for the entire period of activity.

ATTACHMENT 3 - ISEE FOR RESIDENTS WITH A FAMILY NUCLEUS AND INCOME IN ITALY

The student's economic conditions are identified on the basis of the Indicatore della Situazione Economica Equivalente (ISEE) (Equivalent Economic Situation Indicator) and the Indicatore della Situazione Patrimoniale Equivalente (ISPE) (Equivalent Financial Situation Indicator) for Right to University Study benefits, with specific reference to the student requesting the benefit, as provided for by Prime Ministerial Decree n.159 of 05/12/2013 and subsequent modifications and integrations.

The ISEE certificate must include the wording "*It applies to subsidised benefits for the right to university study in favour of*" (the applicant's tax code).

It is the student's responsibility to verify the correctness and completeness of all the data entered, and it is the student's responsibility to check that the Isee Certificate for the right to study, used for the application for benefits, **does not contain any annotations of omissions/diffort.**

In the case of omissions/shortcomings noted in the Isee Attestazione Isee, it is necessary to submit a new Dichiarazione sostitutiva Unica (DSU) that corrects/supplements the information already provided in the previous DSU, within the deadline of the Announcement.

In the event of omissions/formalities in the ISEE submitted or other errors that render the ISEE irregular, ESU will proceed according to the provisions of art. 11 DPCM n.159/2013 Isee Regulations and art. 71 DPR 445/2000.

In the case of omission/incorrect entry of the protocol number of the ISEE certificate for the right to university study in the online application, the objective impossibility of ascertaining the economic requirement will result in the student's "non-eligibility" for the benefit requested.

ATTENTION: it will not be possible to accept Ordinary ISEE and Unified ISEE Certificates referring to DSUs submitted after the application deadline. The "Completion of income data" area remains active even after the application deadline. Students may therefore complete the ISEE data even after the application deadline, as long as the DSU has been submitted by the application deadline and the relative data has been reported in the "RICHIESTA ALLOGGIO STUDENTI UNIVERSITÀ PADOVA".

WHO TO CONTACT

In order to obtain the ISEE certificate for subsidised benefits for the Right to University Studies, it is necessary to contact an authorised CAF/professional or through the INPS website, after filling in the following form **Dichiarazione Sostitutiva Unica (DSU)** made by the student to the CAF, or Inps (by connecting to the website <https://servizi2.inps.it/servizi/Iseeriforma/home.aspx>) for the determination of the economic situation of the family unit of the applicant for subsidised social benefits, pursuant to Prime Ministerial Decree no. 159 of 5/12/2013 and subsequent amendments and additions.

Once the DSU has been submitted, the declarant is given a receipt of submission, but not the calculated ISEE. The ISEE calculation requires the completion of the acquisition of the other data by INPS and the Agenzia delle Entrate.

DEFINITION OF HOUSEHOLD FOR ISEE PURPOSES

ISEE (Indicatore della Situazione Economica Equivalente - Equivalent Economic Situation Indicator) is the indicator that summarises the economic-patrimonial situation taking into account the income, assets and size of one's household.

The declarant's family unit is made up of the members of the registered family on the date of submission of the Dichiarazione Sostitutiva Unica, but the student is part of his parents' family unit, even if he does not live with them, pursuant to art. 8 of Prime Ministerial Decree no. 159/2013.

The ISEE certificate referring exclusively to the student concerned is only admissible if the student is an independent student.

The status of independent student, whose household does not include the members of the family of origin, is recognised if he/she meets both of the following requirements

- residence outside the family of origin unit, for at least two years from the date of application, in accommodation not owned by one of its members;
- tax-declared employment income or assimilated income, relating to the last two years and not less than €9,000.00 per year and ascertained by means of an Income Tax Declaration for the 2023 and 2024 tax periods, with reference to a family unit of one person.

If both of the above requirements are not met, the applicant's family unit is aggregated with the original family unit, and the incomes are added together for the purposes of calculating the ISEE, therefore the income received by the members of the original family unit must also be indicated in the ISEE statement.

For the composition of the family unit of students enrolled in PhD courses, please refer to the provisions of art. 8 paragraph 4 of the aforementioned Prime Ministerial Decree no. 159/2013.

A married student who does not have adequate personal income capacity may be considered independent if his or her income, added to the income of his or her spouse, is not less than €9,000 per year, and if the requirement, referred to in point a) above, of residence outside the family unit of origin is also met, otherwise the student must also indicate in the ISEE certificate the income received by members of the family of origin.

CASES OF FAMILY NUCLEUS COMPOSED OF THE STUDENT ALONE

A separate family unit is constituted by persons living in the same household, i.e. co-habiting for religious, care, military, prison or similar reasons.

A student who does not meet the requirements to be considered independent may nevertheless submit an ISEE certificate relating to his or her financial status if he or she is the orphan of both parents.

If the student is in one of the following situations: orphan or person living in a registered partnership, he must indicate this condition by ticket from his Student Desk. If it has been established that the student is estranged from a parent in terms of emotional and economic relations, the student concerned must produce a copy of the order issued by the judicial authority or social services, which attests to the estrangement or abandonment by the parent.

ISEE REQUIREMENTS

The ISEE to be requested is the one for subsidised benefits for the Right to University Studies, valid on the date of entry and confirmation of the application;

Any omissions and/or discrepancies in the ISEE certificate must be rectified by requesting and obtaining the issue of a new certificate by the application deadline.

WHICH ISEE TO REQUEST

- **ORDINARY ISEE:** students must request the ORDINARY ISEE for subsidised benefits for the Right to University Study:
 - Italian students resident in Italy;
 - International students residing in Italy and with income from employment of over €9,000.00).
- **ISEE PRECOMPILATO:** with the ISEE precompilato online service, it is possible to send the Dichiarazione Sostitutiva Unica (DSU) electronically to INPS and obtain the pre-filled ISEE certificate, avoiding going to the CAF.
- **CURRENT ISEE:** this is an indicator calculated from an ISEE for the Right to University Study with the requirements mentioned above, but referring to the income of the last twelve months, and can only be requested if the conditions imposed by the relevant regulations are met, i.e. change in ISP income and/or assets data occurred during the 12 months prior to signing the DSU for Ordinary Isee: for more information, contact a CAF/professional. The relative DSU must in any case be signed within the prescribed deadlines and the certificate must possess the above-mentioned characteristics.
- **ISEE for RESEARCH DOCTORATE (Restricted family nucleus):** Phd students requesting the benefit of accommodation may submit, in addition to the Ordinary ISEE, a specific **ISEE for Research Doctorate** students, choosing the **restricted family nucleus** as opposed to the ordinary one, consisting only of the phd candidate who is an adult (and possibly his spouse and children under 18 years of age or who are of age but unmarried and without children), regardless of whether he or she is still part of the parents' household (for further information, contact a CAF (Tax Advisory Office) or a professional).
- **PARIFIED UNIVERSITY ISEE FOR INTERNATIONAL STUDENTS:** a different certification is required for
 - international students and students residing abroad, with a family nucleus residing abroad (see Attachment 4);
 - international students and students resident in Italy, but with an earned income of less than € 9,000.00 and with a household resident abroad;
 - Italian students and students residing abroad, whether or not they are enrolled in the Anagrafe Italiani Residenti all'Estero (AIRE).

ATTENTION It is the student's responsibility to obtain the ISEE in time for the deadline for participation in the Accommodation Competition.

DOCUMENTS TO BE PRESENTED

An indicative list of the documents needed to process the ISEE is available on the University of Padua website at the following link: <https://www.unipd.it/isee>.

ATTACHMENT 4 - INTERNATIONAL STUDENTS AND ITALIAN STUDENTS LIVING ABROAD

Students who find themselves in the following conditions

- Foreigners with a family nucleus not resident in Italy;
- Foreigners resident in Italy (but with a salaried income of less than € 9,000.00) and with a family nucleus resident abroad;
- Italians resident abroad, whether or not registered in the Italian registry office resident abroad (AIRE)

for the purposes of certifying the income requirement, may request the **ISEE PARIFIED UNIVERSITY ISEE** from the CAF (Tax Advisory Service) affiliated with ESU and the University of Padua with an exclusively online procedure.

The ISEE Parificato is an official certificate indicating the student's economic situation in a given year based on family status, income, assets and expenses. The student must provide information and documentation on his/her and your family's annual income and assets.

The student must follow the instructions available on the Ateneo page [.www.unipd.it/isee](http://www.unipd.it/isee)

Please note that for non-EU students enrolled/enrolling in the first year, the number of places available is very limited and are usually sold out in the first allocation.

ATTENTION

It will not be possible to accept ISEE Ordinary and Parified Certificates referring to DSUs submitted after the application deadline. The "Income Data Completion" area remains active even after the application deadline. The student may therefore complete the data relative to ISEE even after the application deadline, as long as the DSU has been presented by the application deadline and the relative data has been reported in the "RICHIESTA ALLOGGIO STUDENTI UNIVERSITÀ PADOVA".

The time required to issue the ISEE PARIFICATO certificate can be very long. It is the responsibility of the interested party to receive the ISEE and necessary information/documents in good time with respect to the deadlines for participation in the Accommodation Competition.

ESU accepts no responsibility for erroneous or late ISEE PARIFIED.

DOCUMENTS REQUIRED FOR THE PROCESSING OF THE UNIVERSITY PARIFIED ISEE

An indicative list of the documents to be submitted to the CAF for the processing of the ISEE Parificato is available on the University of Padua website at the following link: <https://www.unipd.it/isee>.

SPECIAL CASES

- 1) Students coming from countries with low human development (a list of these countries is published on the University of Padua's website <https://www.unipd.it/borse-studio-alloggi>) may also submit a certification attesting that they do not belong to a family known to have a high income and high social level.

The certification must be requested

- To the Italian Diplomatic Authorities (Embassies or Consulates) in the country of origin.
 - If the student is enrolled at a University in his country of origin, connected by Agreements or Conventions with the University of Padua, also at the University from which he comes.
 - For students enrolling in the first year of degree courses only, to the Italian bodies authorised to provide a guarantee of financial cover; in this case the body issuing the certificate undertakes to return the grant on behalf of the student in the event of revocation. The student is in any case obliged to declare any income and assets held in Italy by his household.
- 2) For students recognised as POLITICAL REFUGEES OR APOLIDATED PERSONS OR HOLDERS OF SUBSIDIARY AND TEMPORARY PROTECTION, only income and assets that may be held in Italy are considered.

For details <https://www.unipd.it/isee> - Documents to submit to the CAF for ISEE PARIFICATO calculation.

ATTENTION

For the purposes of checks, Esu may ask the student to provide the documentation made available to the CAF.

OTHER DOCUMENTS

Students with political refugee status or stateless status or with subsidiary and temporary protection status must enter "LOAD DOCUMENTS" in the appropriate area of the Student Desk:

- pdf of the certification of their status (Dir. 2004/83 EC of 29/4/04 - Legislative Decree 251/2007).
- pdf of the valid residence permit.

For the purposes of access to benefits

- foreign students with a residence permit for study purposes are in any case considered to be off-site students, regardless of their place of residence in Italy;
- foreign students with a family nucleus residing in Italy, in order to be considered off-site, must meet all the requirements of "off-site" as set out in article 4, paragraph 8, letter c) of the D.P.C.M. 9/4/2001, i.e. they must reside in municipalities/locations more than 80 km away from the course venue attended and/or with travel times (by public transport) of more than 80 minutes (for distances or travel times between 40 km/minutes and 80 km/minutes the status is that of commuter - see point 1.1 of this Announcement of Competition).

Non-EU foreign students must be in possession of a valid residence permit and registration with the University for the purposes of admission.

With regard to the provisions of the Consolidation Act on Immigration (art. 4 of Legislative Decree 286/1998), with particular reference to the minimum means of subsistence laid down in the Directive of 1 March 2000, these are understood to be fulfilled by possession of a residence permit issued by the competent Questura (Police Headquarters).

Students who do not present complete documentation and/or self-certify false data are not eligible for ESU accommodation at the reduced/full rate and may be subject to the sanctions provided for by law.

ANNEX 5 - EXTRACT FROM THE GENERAL REGULATIONS FOR UNIVERSITY RESIDENCES

Art. 1 - Allocation of accommodation

At the moment of the allocation of the accommodation place **it is necessary to be enrolled or in the process of enrolling at the University of Padua** and to present a valid identity document.

When signing the **Application Form**, students sign that they have read and agree to accept the rules laid down in the present "General Regulations for University Residences".

Students taking part in the competition, if they do not accept the accommodation place allocated by ESU within the deadline stipulated in the notice, renounce the benefit of the same for the academic year in question.

Failure to **take possession of the accommodation place on the days set for acceptance** must be communicated and justified by opening a ticket to "RESIDENCE - General Information" at <https://myesupd.dirittoallostudio.it> by **26/09/2025**. ESU may authorise late entry, which is permitted for **up to 30 consecutive days from the date of opening of the residences** or allocation (if entry is during the year).

Beyond this deadline, failure to enter **entails forfeiture of the accommodation place and loss of the deposit**.

Art. 2 - Access to accommodation

Upon arrival at the residence, the tenant **receives and signs a report on the handover of the key and the room**, containing information on the condition of the room/apartment and the assigned furniture. **Within forty-eight hours of arrival** in the residence, the assignee must return the handover report indicating any non-conformities found.

The person in charge of the residence will proceed to verify the non-conformities found by countersigning the report.

Damage or reports found after the deadline indicated above shall be considered to have been caused by the assignee.

Failure to sign the handover report shall imply automatic acceptance of the good condition of the accommodation and furnishings delivered.

With the assignment of the bed space, the conventional room furnishings and the room kit consisting of a mattress and mattress cover are guaranteed; a blanket and bedspread are provided on request. Bed linen and personal room equipment (sheets - pillowcases - towels - pillow) will be provided by the assignee himself/herself.

Art. 7 - Renunciation of bed place and forfeiture due to loss of requirements

Renunciation of the bed place for the winners of the competition and all other users: it is only permitted for valid and documented reasons.

Renunciation must be submitted by sending a ticket to the Student Desk at least thirty days before departure and in any case no later than 28th February. The accommodation must be released no later than 31 March. The contract will always be closed at the end of the month.

After 28 February, renunciations are only accepted if the reason is academic in nature (e.g. participation in internships, work placements, study programmes or other equivalent cases at other universities, cities, regions, foreign states, authorised by the University at any time during the academic year).

If the renunciation is not for the valid reasons listed above or is submitted after the deadline, **Esu will retain the deposit.**

N.B: in order to receive the grant as an out-of-residence student, it is necessary to prove that you have an accommodation contract lasting at least 10 months (a parameter subject to change according to the "Annual Regional Plan for the Implementation of the Right to Study"). **The renouncing student assumes all responsibility for any revocation of the grant resulting from his/her renunciation.**

Forfeiture due to graduation: if the assignee terminates his/her studies before the end of the contract, he/she must leave at the end of the month in which he/she graduated and pay the full month's salary. It is possible to request to **remain** in the residence even **after graduation**. In this case ESU will be able to authorise him to use the accommodation until the expiry date specified in the notice, **applying the "ineligible" rate.**

ALL REQUESTS MUST ALWAYS BE SUBMITTED BY TICKET TO "RESIDENZA - Renuncia posto letto" or "RESIDENZA - Comunicazione avvenuta laurea" at <https://myesupd.dirittoallostudio.it>.

Art. 8 - Payment methods

The assignee agrees to pay the expected tuition for the accommodation for the entire period of assignment according to the different statuses and prices defined in the notice of competition through the PAGOPA procedure by connecting to <https://myesupd.dirittoallostudio.it>.

In exceptional cases of technical impossibility to use the PAGOPA portal, reported by ticket to "RESIDENCE - General Information" at <https://myesupd.dirittoallostudio.it> it will be possible to pay the accommodation fee by other indicated systems.

The payment deadlines are as follows:

- **Eligible off-sitestudents: payment in three instalments**
 - First instalment: by 31 December for an amount equal to 35% of the annual fee;
 - Second instalment: by 28 February for an amount equal to 50% of the remaining amount;
 - Third instalment: by 30 April for the remaining amount
- **Eligible commuter students, eligible phd students and all other users: payment in monthly instalments in advance.**

The study grant for off-sitestudents includes a contribution for the provision of accommodation services, the amount of which is defined annually by the Veneto Regional Council with the approval of the Plan for the implementation of the Right to University Study (DSU). The accommodation service fee is deducted from the amount of the tuition fee, therefore ESU will only request payment of the part of the tuition fee in excess of the accommodation fee.

A late payment penalty of € 25.00 will be applied for each delayed payment. If the delay in payment lasts longer than 30 days, an administrative penalty of € 50.00 will be applied as per art. 18.

Fees are monthly and cannot be fractioned; if the assignee - other than the winner of the competition - acquires the availability of the accommodation after the 16th of the month, the fee for the first month will be halved. No reduction will be made if the accommodation is made available on or before the 16th and if the assignee vacates the accommodation before the end of the month.

While respecting the opening periods of the residences established in the notice of competition, **the month of July will in any case be counted in full.**

Requests for instalments are considered only if they are sent by opening a ticket to "RESIDENCE - General Information" at <https://myesupd.dirittoallostudio.it> before the instalment is due, in order not to incur the application of late payment.

Art. 9 Release of accommodation

The accommodation space must be vacated **no later than 10 a.m. on the last day of allocation.**

The assignee agrees to give the Residence Manager at least 7 days notice of the date of his/her departure. This notice is necessary in order to organise the joint inspection, during which the assignee will sign the "release report" and hand over the room keys.

The premises in use must be returned free of all personal belongings and in a clean condition such as to allow other people to enter; in particular: remove the linen from the mattress, thoroughly clean furniture and floors, bathrooms and kitchens (including electrical appliances) if present. Otherwise the deposit will be retained.

Any damage must be paid for before departure, otherwise the deposit will be retained in full.

Esu gives students who leave their accommodation, but who plan to return in the following months, the possibility of using a luggage room within the residence. The luggage room is managed by the residence hall manager and is unattended. The deadline for collecting luggage communicated at the time of deposit is imperative (normally 1 October following release): Esu will remove any luggage not collected after this date.

Art.10 Release of security deposit

The deposit paid will only be released following

- Verification that the tuition fees and any arrears/sanctions have been paid;
- Verification that the procedure for the release of the accommodation (room and common areas) has been carried out by the service personnel according to the procedures set out in Art. 9;
- Return of keys and equipment by the assignee.

The deposit will be returned within 60 days from the end of the assignment period **by SEPA bank transfer, net of bank charges**, to the IBAN indicated by the assignee.

In order to avoid technical problems it is advisable to indicate a current account in the name of the assignee of the accommodation unit.

Should the deposit be subject to incoming bank charges, the net amount received by ESU will be returned.

In exceptional and justified cases and only in the case of releases made from Monday to Friday (on weekdays) by opening a ticket in "RESIDENCE - General Information" at <https://myesupd.dirittoallostudio.it> other return methods will be possible.

Returns by bank transfer outside the SEPA area are subject to high fees, which will be fully borne by the guest. International guests are invited to preferably provide IBANs from the SEPA area (credit cards, online accounts, etc.).

If the IBAN is not provided by the end of the allocation period, the deposit will not be returned.