



UNIVERSITÀ
DEGLI STUDI
DI BERGAMO

Diritto allo studio

COMPETITION CALL FOR THE ASSIGNMENT OF UNIVERSITY SCHOLARSHIPS, INTERNATIONAL MOBILITY GRANTS AND DEGREE PRIZES FOR STUDENTS ENROLLED AT THE UNIVERSITY OF BERGAMO IN A.Y. 2021/2022

This competition call is announced in accordance with the provisions of Legislative Decree no. 68/2012, of Lombardy Region law no. 33 of 13/12/2004 and of Regional government resolution no. XI/4906 of 21/06/2021 concerning the operating procedures and the minimum funding for the awarding of the competition benefits, guaranteed for a.y. 2021/2022.

The competition call for the assignment of university scholarships, international mobility grants and Master's degree prizes is open to students enrolled at the University of Bergamo in a.y. 2021/2022, possessing the specific merit and economic status requirements.

The benefit of the scholarship is granted for the achievement, for the first time, of each of the course degrees (Bachelor degree, Master's degree, Single-cycle Master's degree, PhD and Specialisation degree) with the following duration:

Full-time students

- for students enrolled in degree courses for a period of seven semesters starting from the year of **first enrolment**;
- for students enrolled in Master's degree courses for a period of five semesters starting from the year of **first enrolment**;
- for students enrolled in single-cycle Master's degree courses for a period of eleven semesters starting from the year of **first enrolment**;
- for disabled students with disability of 66% or more, for a period of three semesters beyond the legal duration of the degree course in which they are enrolled;
- for students enrolled in specialisation and PhD courses (activated with Ministerial Decree of 3rd July 1998, no. 210, art. 4), for a period of time equal to the duration provided for in each educational system respectively, starting from the year of first enrolment in the course.

Part-time students (art. 2 - 2 PMD 9/4/01)

- for students enrolled in degree courses for a period of thirteen semesters starting from the year of first enrolment;
- for students enrolled in Master's degree courses for a period of nine semesters starting from the year of first enrolment;
- for students enrolled in single-cycle Master's degree courses for a period of twenty-one semesters starting from the year of first enrolment;
- for disabled students with disability of 66% or more, for a period of three semesters out of course.

This competition call is open to students taking part in the ERASMUS MUNDUS Programme, provided that the University of Bergamo is administrative seat of the course in which they are enrolled. These students are NOT exempted from the payment of the all-inclusive fee.

Glossary

Scholarship holder: the student who, possessing the relevant merit and income requirements, is winner of the scholarship

CFU: university Credits

Eligible non-beneficiary student: the student who, although possessing the relevant merit and income requirements, is not winner of the scholarship due to lack of funds

First enrolment: any enrolment to any degree course (also different from the one attended in a.y. 2021/2022) of the same course level for which the student is enrolled in a.y. 2021/2022, in any Italian or

foreign university, independently of the outcome of such career (withdrawal from studies, transfer, graduation, etc.)

Bonus Credits: number of credits that the student may use in addition to those actually obtained for the achievement of the minimum merit requirements provided for by the Competition Call.

Benefits

The benefits include:

- scholarship in cash;
- free [catering service](#) at the university canteens (one daily meal) excluding cafeterias;
- exemption from the payment of the all-inclusive fee.

All-inclusive fee exemption

Scholarship holders are required to pay the regional tax in the amount specified in the payment notice downloadable from the Student Internet Point (regional tax and stamp duty for a total of € 156,00).

For **regularly enrolled** eligible students and scholarship holders for a.y. 2021/2022 no further payment notices will be produced related to the all-inclusive fee, subject to confirmation of the merit requirement for freshmen:

- for students enrolled in the **first year of Bachelor or single-cycle Master's degree courses** to obtain and self-certify to the Servizio per il Diritto allo Studio at least **35 credits** (17.5 for part-time students) by 10th August 2022, even using a bonus of 5 credits. The achievement of the above mentioned credits, self-certified to the Servizio per il Diritto allo Studio by 30th September 2022, will give right only to 50% exemption from the all-inclusive fee;
- for students enrolled in the **first year of Master's degree courses** to obtain and self-certify to the Servizio per il Diritto allo Studio, without using the bonus, at least **20 credits** by 10th August 2022 (10 credits for part-time students). The achievement of the above mentioned credits, self-certified at the Servizio per il Diritto allo Studio by 30th September 2022, will give right only to 50% exemption from the all-inclusive fee.

For out-of-course, eligible students and scholarship holders for a.y. 2021/2022, further to the publication of the final integrated May ranking, the payment notice related to 50% of the all-inclusive fee, if due, will also be issued.

Other cases of exemption (i.e. : suspension for maternity leave, disability, etc.) are specified in the Call for the assignment of exemptions from the payment of the all-inclusive fee for a.y. 2021/2022 at the [Tasse e agevolazioni](#) page.

The scholarship is exempt from Income Tax, as provided for in Circular no. 109/E of 6th April 1995 of the Ministry of Finance.

The scholarship may be combined with grants for study abroad (see point 5).

Scholarship holders will receive a Single Certification that must be produced at the time of the new ISEE Certification. The amounts of university fees paid per fiscal year will be communicated by the University to the IRS for the preparation of the pre-filled 730 Form.

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1. NUMBER OF SCHOLARSHIPS

The number of scholarships granted is **1000** of which:

340 for students enrolled in the first years of all degree courses provided for by PMD 9th April 2001, art. 3 (freshmen, both of Bachelor and Master's, single-cycle Master's degree courses and students enrolled in the first year of PhD or Specialisation courses);

660 for students enrolled in years following the first of all degree courses provided for by PMD 9th April 2001, art. 3.

Disabled students, with disability of 66% or more, will be entitled to the scholarship even beyond the above-mentioned number.

The scholarships, divided proportionally on the basis of the students enrolled in the previous a.y. both in the ratio between freshmen and following years and in relation to the percentage value of the single departments in the following years, are divided as follows:

Freshmen: 340 scholarships (including the first years of Bachelor, Master's, single-cycle Master's degree courses, PhD and Specialisation courses);

Following years: 660 scholarships for students enrolled in years following the first of all degree courses activated following to the entry into force of Law 270/2004 and divided as follows:

DEPARTMENT/SCHOOL OF:

Management, economics and quantitative methods (i.e. of the Departments of Economics and Management being constituted)	145
Law	55
Engineering	100
Foreign languages, literatures and cultures	90
Human and social sciences	180
Letters, Philosophy, Communication	85
PHD COURSES (years following the first)	5

INTERNATIONAL MOBILITY

- **60 scholarships** of maximum € 550.00 per month each, for a stay of maximum 10 months, as well as € 150.00 each for travel expenses within Europe and € 500.00 each outside Europe.

IMPORTANT: from the amount of the international mobility grant is deducted the amount of any other contributions granted with the funds of the European Union, following bilateral agreements, including non-EU ones, and with funds made available by public or private institutions – see point 5.2).

The criteria for identifying scholarship holders are specified in points 5.2. and 6 below.

The contributions are proportionally divided as follows:

Freshmen	20
Management, economics and quantitative methods (i.e. of the Departments of Economics and Management being constituted)	8
Law	4
Engineering	7
Foreign languages, literatures and cultures	6
Human and social sciences	10

Letters, Philosophy, Communication	4
PhD courses	1

The number of scholarships and additions for international mobility, internships and internships abroad may be increased on the basis of the additional funds that may be allocated by the Lombardy Region and the Ministry of Education, University and Research and any remaining funds from the previous year's decisions. Any contributions not granted to any department will be allocated to eligible students from other departments according to their merit score.

2. GENERAL CONDITIONS FOR PARTICIPATION IN THE COMPETITION

The competition is open to Italian students, students from EU Countries, foreign students as per Presidential Decree no. 394 of 31st August 1999, implementing Legislative Decree no. 286 of 25th July 1998, **who enrol or intend to enrol in courses activated by the University of Bergamo in a. y. 2021/2022.**

In order to be included in the rankings, students must complete their enrolment by and no later than **15th October 2021**, with the exception of those enrolled in the **first year of a Master's Degree, Specialisation or PhD course**, for which the deadline of 15th October 2021 must be understood as related to **pre-enrolment**.

IMPORTANT: the position of applying students pre-enrolled in a Master's degree course who do not obtain a Bachelor degree in the last session of a.y. 2020/2021 (April 2022) will be automatically changed with their inclusion in the out-of-course position in case these students enrol in the first year out of course.

HIGH SCHOOL DIPLOMA MARK: applicants to this competition call enrolled in the first year of Bachelor or single-cycle Master's degree courses must have obtained a high school diploma mark of at least **70/100** (for foreign students this will be deduced from the "On-site Declaration of Value" produced by the Students Office at the time of enrolment).

The persons identified above must be enrolled for the first time:

- in a regular year of Bachelor, Master's, single-cycle Master's degree course;
- in a further year in addition to that provided for in the relevant educational system, once the regular course of study for a Bachelor, Master's, single-cycle Master's degree course has been completed;
- in a PhD (if not holding a scholarship as per Ministerial Decree no. 224/1999 or research grant as per Law 27/12/1997, no. 449) or Specialisation course.

2.1. NON-ELIGIBILITY REASONS

In a.y. 2021/2022, students must not:

- hold a qualification of equal or higher level than the degree course for which the scholarship is requested for a.y. 2021-2022;
- receive for the same year of course a scholarship granted by other public or private bodies.

The ranking for the assignment of scholarships **is not including** students who in a.y. 2021/2022:

- renew their enrolment after having withdrawn from studies;
- transfer to a different department or degree course repeating their enrolment in a year they already attended;
- change university campus repeating their enrolment in a year they already attended.

In case during his university career the student had to repeat the same year of course **even if having renewed his enrolment after having withdrawn from studies**, the number of credits required to access the accommodation service ranking is calculated with reference to the credits provided for by each year elapsed, starting from the year of **first enrolment**, also including the academic years in which he had to repeat his enrolment to the same year.

3. REQUIREMENTS FOR INCLUSION IN THE RANKINGS

In order to be included in the ranking, applicants must be regularly enrolled for the academic year 2021/2022 on **15th October 2021**, except for students enrolled in **the first year of Master's degree courses** for whom the enrolment deadline is related to **pre-enrolment**, and must possess the merit and income requirements specified below.

For enrolments in **PhD and specialisation courses**, applicants must refer to the educational systems of the University of Bergamo.

In order to be eligible for a Scholarship, students must have at the same time the merit requirements, a regular academic career and the income requirements specified below. No Scholarships will be assigned for the sole merit or income requirements.

3.1. MERIT REQUIREMENTS

Only passing the exams included in the study plan, completed with the achievement of the credits and the final mark, will be considered for the purposes of meeting the merit requirement; in the case of integrated areas/courses consisting of several modules, it will not be possible to take into account the tests in which they are divided and any marks not officially registered in the student's career (online ToR).



According to art. 6, paragraph 8, of the D.P.C.M. April 9, 2001, surplus credits (in excess or outside the study plan), ie those not useful for obtaining the degree, are not valid for the merit requirements.

For part-time students the merit requirements must be half as high as specified below.

3.1.1. Students enrolled for the first time in the first year of Bachelor and single-cycle Master's degree courses

Students enrolled for the first time in a.y. 2021/2022 in the first year of Bachelor and single-cycle Master's degree courses must:

- have obtained a **high school diploma mark of at least 70/100** (for foreign students this will be deduced from the "On-site Declaration of Value" produced by the Students Office at the time of enrolment);
- be regularly enrolled by 15th October 2021;
- successfully pass the test for accessing degree courses without additional education obligations – **OFA by 30th September 2022**;
- **obtain 35 credits (even using bonus credits) by 10th August 2022**. The achievement of the above mentioned requirement by 30th September 2022 will give the right to 50% of the amount of the scholarship for its holders and to a 50% exemption from the all-inclusive fee.

3.1.2. Students enrolled for the first time in the first year of Master's degree courses

Students enrolled for the first time in a.y. 2021/2022 in the first year of Master's degree courses must:

- be regularly enrolled or pre-enrolled by 15th October 2021 with at least **150 credits obtained by 10th August 2021, if not already holding a Bachelor degree**;
- **obtain the Bachelor degree within the last session of a.y. 2020/2021**;
- complete the enrolment in the Master's degree, subsequently obtaining **20 or 23** credits for programmed access courses, **by 10th August 2022**, as further explained in point 9 below.

3.1.3. Students enrolled in years following the first of Bachelor, single-cycle and Master's degree courses

Students, who in a.y. 2021/2022 enrol in the years following the first of Bachelor, single-cycle and Master's degree courses must have obtained for each year of course, **by 10th August 2021**, the number of credits specified in the following table:

FULL-TIME STUDENTS MERIT TABLE

Degree courses	Course year				
	2°	3°	4°	5°	Last semester
<i>Free access courses</i>					
Bachelor degree (L2)	35	80	==	==	135
Single-cycle Master's degree (LM5)	35	80	135	190	245
Master's degree (LM)	30	==	==	==	80
<i>Programmed access course (139-270 Scienze della Formazione Primaria)</i>					
Bachelor degree (L2)	35	88	==	==	148
Single-cycle Master's degree (LM5)	35	88	148	209	269
Master's degree (LM)	34	==	==	==	88
Important: The number of credits required to access the scholarship ranking is calculated with reference to the credits provided for by each academic year elapsed, starting from the year of first enrolment for each level of study, also including the academic years in which the student has repeated, for whatever reason, the same year of enrolment even in another degree course.					

PART-TIME STUDENTS MERIT TABLE

Course years	1.2	2.1	2.2	3.1	3.2	4.1	4.2	5.1	5.2	Last semester
<i>Part time Free access courses</i>										
Bachelor degree (L2)	17.5	35	55	80	107					135
Single-cycle Master's degree (LM5)	17.5	35	55	80	107	135	162	190	217	245
Master's degree (LM)	15	30	55							80
<i>Part time Programmed access course (139-270 Scienze della Formazione Primaria)</i>										
Bachelor degree (L2)	17,5	35	60	88	115					140
Single-cycle Master's degree (LM5)	17.5	35	60	88	115	148	178	209	239	269
Master's degree (LM)	17	34	61							88

IMPORTANT

- Students who, in the previous academic year, took exams within international mobility programmes, which the University has not yet converted by 10th August 2021, must indicate in the online application the conventional date of 10th August 2021 and the wording "**ERASMUS EXAMS**", next to the name of the exam. These students must self-certify to the *Servizio per il Diritto allo Studio* the above-mentioned "conversion" before the publication of the final ranking.

- The University may avail itself of the right to validate the results of the final **INTERNSHIP** tests, taken on the basis of the university teaching system, after 10th August 2021, provided that the outcome of these tests is **acquired** by 31st October 2021.
- For students in disadvantaged conditions, with **disability of 66% or more**, specific merit requirements may be defined on the basis of the type of disability. Merit requirements will be established by the Commission for disability issues and learning disabilities, after hearing the teacher responsible for integration, who will also make reference to the provisions as per art. 14, paragraph 6 of Prime Ministerial Decree 9th April 2001.

Only after the final assignment will the relevant **certifications** be issued according to the current regulations – art. 15 of Law 183/2011. **The certifications will be issued 7 days after the date of confirmation of receipt of the application form.**

BONUS CREDITS

Students who enrol in the years following the first of single-cycle Master's degree courses may use, in addition to the credits actually obtained, a **bonus of credits** to fill any gaps between the minimum number of credits required and the one actually achieved. The total bonus is differentiated based on the year of enrolment in which the student decides to use it. In particular:

- **5 CREDITS**, if used for the first time to achieve the bonus for the second year (second part of the first year for part-time students);
- **12 CREDITS**, if used for the first time to achieve the bonus for the third year;
- **15 CREDITS**, if used for the first time to achieve the bonus for the years following the third.

Gaining, activation and procedures to use the bonus

- **the bonus may only be activated once and may not be accumulated:** if the bonus is used it may not increase and in the following years only the residual amount may be used;
- the bonus may only be gained during the Bachelor degree and the single-cycle Master's degree course (until the third year);
- for students enrolled in the first year of Bachelor degree and single-cycle Master's degree courses, the bonus may be used for the first instalment and for the balance of the scholarship (merit confirmation);
- the bonus gained and not used of 15 credits or the residual amount of the bonus activated and not used in the Bachelor degree course may be used by students enrolled in a Master's degree course, **starting from the 2nd year of enrolment** (second part of the first year for part-time students);
- in the online application, students from other Italian universities must state that they never used the bonus, or specify the amount of the bonus used in the previous academic years.

3.1.4. PhD courses

COURSE	PARTICIPATION REQUIREMENT
PhD courses (excluding scholarship holders as per Ministerial Decree 30.04.99, no. 224 and Doctoral grants as per Law 27/12/1997, no. 449)	To be admitted to the course

3.2. REQUIREMENTS CONCERNING THE ECONOMIC STATUS

Equivalent economic status indicator – ISP/ EQUIVALENCE SCALE

Students requesting the benefits of the Right of Study must have:

- An equivalent economic status indicator – **ISEE** – **not exceeding 23,000.00 €**;

- A university equivalent economic status indicator – **ISPE** – given by the assets (ISP) divided by the equivalence scale, **not exceeding 50,000.00 €**. The University on the basis of the data provided by INPS will make the calculation of ISPE.

Students with a family unit whose gross income for ISEE purposes is lower than € 6,500.00 may be required to provide additional documentation regarding their means of subsistence.

For students with **disability of 66% or more**, specific income requirements may be defined as per art. 14, paragraph 8 of Prime Ministerial Decree 9th April 2001.

Family unit

The family unit is defined under Prime Ministerial Decree no. 159/2013 **with reference to the date of submission of the application**.

Independent student

In the case of students who constitute a separate family unit, they may only be considered independent when the two conditions listed below are met, as provided for by the current regulations (Prime Ministerial Decree 5th December 2013, no. 159 – art. 8, paragraph 2):

- residence outside the home unit of the family of origin, **for at least two years** since the date of submission of the application, in accommodation not owned by one of its members;
- income from employment or similar, declared for tax purposes for at least two years, not lower than **€ 6,500.00**.

In case both of the above mentioned conditions – duly documented – are not met, the financial and economic status of the family of origin will be taken into account.

Students enrolled in PhD courses

Under art. 8, paragraph 4, of Prime Ministerial Decree 159/2013, students enrolled in a PhD course may present an ISEE as independent students, even in the absence of the above requirements. The applicant himself, his spouse, his children under the age of 18 and his adult children, according to the rules of ordinary composition of the unit exclusively forms the family unit of the student.

In any case, the applicant may constitute the family unit according to the ordinary rules (i.e. including any other persons present in the family status).

Political refugees

Students who have been granted a political refugee status will only have to provide an ISEE certification related to their income/assets in Italy, if any, but must send a copy of the political refugee status certification by Ticket to *Servizio per il Diritto allo Studio*.

3.2.1. Students with income produced in Italy

The economic status is identified on the basis of the University Equivalent Economic Status Indicator (ISEE), as per Prime Ministerial Decree no. 159/2013 and subsequent amendments and additions.

The ISEE declaration is issued to the applicant directly by INPS (Italian National Social Security Institute); the student may request it autonomously through the INPS Desk or using a CAF (government office for tax assistance and information) that has an agreement with INPS.

The request must refer to **"prestazioni agevolate per il Diritto allo Studio universitario"**; for students enrolled in PhD courses the term **"ISEE per i corsi di dottorato"** will also be allowed.

I.S.E.E. certifications with OMISSIONS/DISCREPANCIES will not be accepted for the purposes of granting benefits until they have been completed.

The data contained in the ISEE certifications will be acquired directly by the University through INPS. In order to allow the carrying out of this operation, **the student must submit the application, following the procedures specified above, within the deadline of this competition call.**

ISEE corrente

According to art. 9 of Prime Ministerial Decree 159/2013, the current ISEE can be requested when, even if the student already has a valid ordinary ISEE, there is a change in the work situation or an interruption of social security, welfare and indemnity treatments not included in the total income (declared for IRPEF purposes) for one or more members of the family unit; or, when there is a decrease of more than 25% in the overall income capacity of the family unit.

Students who intend to submit a current ISEE certificate must personally submit the certificate by a [ticket](#) addressed to Servizio per il Diritto allo studio.

Please note that, for the purposes of this call, ISEE is only valid if signed in the calendar year 2021 by 15th September 2021.

Please note that, for the purposes of this call, ISEE is only valid if signed in the calendar year 2021 by 4th October 2021.

3.2.2. Students with income produced abroad

According to Prime Ministerial Decree 31st August 1999, no. 394 the economic status and assets of the family unit for foreign students or Italian students residing abroad must be certified with appropriate documentation issued by the competent authorities of the Country in which the income is produced and **must be translated into Italian by the Italian diplomatic authorities having jurisdiction on the territory.**

For income and assets produced or held abroad in Countries outside the Eurozone the evaluation will be based on the average exchange rate of 2020.

In those countries where there are particular difficulties issuing the certification certified by the local Italian Embassy, the same may be issued by the competent foreign diplomatic or consular representation in Italy and legalised by the Prefectures under art. 33 of Presidential Decree no. 445 of 28th December 2000.

For foreign students coming from the following **"particularly poor and developing Countries"** as per Mur Decree no. 156 of 12th February 2021:

Afghanistan, Bangladesh, Benin, Bhutan, Burkina Faso, Burundi, Cambodia, Central African Republic, Chad, Comoros, Congo Democratic Republic, Djibouti, Eritrea, Ethiopia, Gambia, Guinea, Guinea Bissau, Haiti, Kiribati, Korea Democratic Republic, Lao People's Democratic Republic, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Rwanda, Sao Tome & Principe, Senegal, Sierra Leone, Solomon Islands, Somalia, South Sudan, Sudan, Tanzania, Timor-Leste, Togo, Tuvalu, Uganda, Yemen, Zambia, Zimbabwe;

the evaluation of the economic status is carried out on the basis of a certification of the Italian representation in the country of origin certifying that the student does not belong to a family of notoriously high income and high social status. Such certification may also be issued by the student's foreign University having agreements or conventions with our University or by Italian bodies authorised to provide guarantees for financial coverage as set out in the current provisions on the enrolment of foreign students in Italian universities. In the latter case the certifying body must undertake to return the scholarship on behalf of the student in case of revocation of the same.

The student is in any case obliged to declare the income and assets held, if any, by his family unit based on Legislative Decree 31st March 1999, no. 109, as amended by Legislative Decree 3rd May 2000, no. 130.

All students with income produced abroad, for the evaluation of their family economic status/assets and the issuing of the **ISEEU PARIFICATO** must present **to the CAF identified by the University and indicated in the notice published on the webpage [Borse di Studio](#), within the deadline of this call**, the following original documents translated by the Italian consular authorities in the country of origin as specified above:

- certification of composition of the foreign family unit;

- income for the calendar year 2020 of each member of the family; the document must clearly state that the income refers to the calendar year 2020. If during 2020 one or more members of the family **aged 18 years or over did not earn any income, the student must submit a declaration accordingly;**
- buildings owned by the family on 31st December 2020 for residential use with an indication of the square metres (valued at €500.00 per square metre); the document must be issued by the relevant public authority. If no buildings are reported in 2020, a certificate must be produced proving the absence of buildings owned for each member aged 18 years or over;
- certification of the assets owned by the members of the family on 31st December 2020 (**current accounts**, securities, dividends, shareholdings, fractions of the net assets of any companies owned, etc.).

Furthermore:

- documentation relevant to any income and assets owned and produced in Italy (i.e. current accounts);
- CU relevant to any scholarships received in 2020.

IMPORTANT

For obtaining ISEEU PARIFICATO (for income produced abroad) please follow the instructions stated in the notice published on the webpage [Borse di Studio](#).

NB: the economic status and assets of the applicants will be evaluated on the basis of the current regulations on ISEE determination, with particular reference to the provisions of the implementing regulation of Prime Ministerial Decree 159/2013.

4. TOTAL AMOUNT OF SCHOLARSHIPS

The total amount of the scholarship is differentiated both on the basis of the ISEE bracket and of the different geographical origin of the student.

4.1. INCOME BRACKETS

BRACKET	ISEE/equalised ISEEU VALUE	
1 ^a – A	From € 0.00	To € 14,420.31
2 ^a – B	From € 14,420.32	To € 17,709.34
3 ^a – C	From € 17,709.35	To € 23,000.00

4.2. GEOGRAPHICAL ORIGIN

- **On-site student (S):** residing in a municipality that allows daily transfer to the course location, using public services, in a time **less than or equal to 60 minutes**;
- **Commuting student (P):** residing in a municipality that allows daily transfer to the course location, using public services, in a time of **more than 60 minutes**;
- **Long distance student (F):** residing in a place **more than 30 km away** from the municipality where courses are held, with a travel time, using public services, of **more than 60 minutes**, and who, for this reason, **takes accommodation against payment in the municipality where courses are held or in neighbouring municipalities**, using public residential facilities or other accommodation of private citizens or bodies **for a period of not less than 10 months. If this requirement is not met, the student is considered a commuter.**

The calculation of the distance is made on the basis of public transport timetables, from the municipality of residence to the municipality where courses are held, using the application available on the Lombardy Region website at the following address:

"Muoversi in Lombardia"

Calculating the time with a departure forecast at 7.00 a.m. and considering, for students who attend the Bergamo locations, an additional 15' to reach the University from the Bergamo Station stop.

N.B. the checks will be carried out on the basis of the data available in the application at the time of publication of the ranking.

4.2.1. Documentation to be recognised as long distance students

The long distance student status will be recognised to students producing by Ticket to the *Servizio per il Diritto allo Studio*, **mandatorily by 30th November 2021**, the following documents:

- Copy of a **rental contract for a property located in the city where the university course is held or in the neighbouring municipalities**, in the name of the student, **for a minimum duration of 10 months (5 for out-of-course students) between September 2021 and August 2022;**
- Copy of **receipt of registration** of the rental contract with the above specified requirements;

In case of students with domicile in public or private facilities:

- A copy of a valid tax certificate for the payment of the rent – with an indication of the above mentioned period of 10 months – for the accommodation used in the city where the university course is held or in the neighbouring municipalities;

In case of sublease:

- Copy of the sublease contract of a property located in the city where the university course is held or in the neighbouring municipalities, in the name of the student, for a minimum duration of 10 months between September 2021 and August 2022 with related registration at the IRS;
- Copy of the original rental contract indicating the consent of the owner of the property to sublease or, as an alternative, declaration of sublease authorisation by the owner together with a copy of a valid identity document of the owner;

In case of transfer of contracts:

- Copy of the original rental contract (with the above characteristics) with the relevant registration at the IRS;
- Copy of the query of the rental contract at the IRS providing the tax code of the incoming student and the date of entry.

For applications for **reconfirmation of the benefit**, if the contract or tax certification has already been produced and there are no changes to the situation already certified, the data will be reconfirmed by self-certification, subject to any checks.

In case of **renewal** of the same contract already produced, it will be sufficient to deliver a copy of the new contract registration receipt.

In the case of students participating in an **international mobility programme** (to be considered long distance during the period of presence at the University of Bergamo

- Copy of a rental contract or a declaration of hospitality abroad by 30th November 2021;
- Copy of a rental contract even for less than 10 months with the above characteristics and relevant registration, provided that the sum of the period spent abroad and the duration of the contract are equal to 10 months, once returning to Bergamo.

In any case, to the purposes of the scholarship, for the months spent in mobility students will be considered commuters.

Foreign students with family residing abroad are considered long distance even if, in Italy, they establish their residence NOT in the city where the university course is held or in the neighbouring

municipalities. However, it is confirmed for them the obligation to submit the documentation regarding accommodation against payment in public residential facilities or other accommodation of private citizens or bodies for a period of not less than 10 months. **In the absence of such documents, these students will be considered COMMUTERS.**

For students using the Accommodation Service for making the rental contract, in case of default in the payment of the agreed fee for more than two months the Service reserves the right to take appropriate action (both with respect to the awarding of the Scholarship and to the student's university career).

4.3. TOTAL AMOUNTS OF SCHOLARSHIPS

The amount of scholarships, including the reimbursement of the regional tax for the Right of Study, is defined as follows:

On-site students (S)

- **€ 2,007.00** + one free daily meal for a total amount of **€ 2,719.00** if included in the 1st income bracket
- **€ 1,544.00** + one free daily meal for a total amount of **€ 2,256.00** if included in the 2nd income bracket
- **€ 1,220.00** + one free daily meal for a total amount of **€ 1,932.00** if included in the 3rd income bracket

Commuting students (P)

- **€ 2,213.00** + one free daily meal for a total of **€ 2,925.00** if included in the 1st income bracket
- **€ 1,748.00** + one free daily meal for a total amount of **€ 2,460.00** if included in the 2nd income bracket
- **€ 1,421.00** + one free daily meal for a total amount of **€ 2,133.00** if included in the 3rd income bracket

Long distance students (F)

a) *guests at the University's accommodation facilities:* if the institution is able to provide accommodation and catering services for free, the amount of the scholarships is determined as follows:

- **€ 2,163.00** + accommodation and one free daily meal for a total amount of **€ 5,278.00** if included in the 1st income bracket
- **€ 1,577.00** + accommodation and one free daily meal for a total amount of **€ 4,692.00** if included in the 2nd income bracket
- **€ 1,014.00** + accommodation and one free daily meal for a total amount of **€ 4,129.00** if included in the 3rd income bracket

b) *long distance students using other public or private accommodation facilities:*

- **€ 4,566.00** + one free daily meal for a total amount of **€ 5,278.00** if included in the 1st income bracket
- **€ 3,980.00** + one free daily meal for a total amount of **€ 4,692.00** if included in the 2nd income bracket
- **€ 3,417.00** + one free daily meal for a total amount of **€ 4,129.00** if included in the 3rd income bracket.

All the above amounts, as well as the related free services are **halved** for students benefiting from the scholarship for the year following the last of the regular course (**OUT OF COURSE**), considering the year of enrolment, and for **part-time students**.

The regional tax reimbursement for the right of study (€ 140.00) will be subtracted from the amount specified above for students who have been exempted from the payment of the regional tax, according to Legislative Decree 68/2012 art. 9.

4.4. CATERING SERVICE

Students **enrolled in years following the first and eligible** for the assignment of a scholarship, possessing the relevant economic and merit requirements, who do not obtain the benefit for depletion of funds, will be entitled for free to a daily meal from 1st January to 31st December 2022 at the University catering facilities.

Students enrolled in the **first year** of all degree courses, who are **eligible** but not beneficiaries for depletion of funds, will be entitled to a daily meal by paying the minimum fee for students in the first bracket from 1st January 2022. After the certification of merit to the *Servizio per il Diritto allo Studio* they will be entitled to a free daily meal until 31st December 2022.

In case of **mistakes in the assignment of the fees due**, students are required to immediately report the malfunction to the offices of the *Servizio per il Diritto allo Studio*.

There will be no reimbursement for amounts of less than €30.00, in accordance with art. 25, Law no. 289/2002.

4.4.1. Monetisation of catering service

Scholarship holders who do not use the catering service are not entitled to any reimbursement except for any periods of study spent abroad certified by the International Programme Office/Internship Office.

In the presence of forms of disability or food disorders (documented by N.H.S. Specialists), which do not allow access or use of the catering service, **the monetisation of the canteen service must be requested when applying online**. The relative documentation is to be sent by Ticket to the *Servizio per il Diritto allo Studio* within the peremptory deadline of **15/01/2022**.

Students with celiac disease should refer to the [Servizio Ristorazione](#) page.

NO reimbursement will be provided for meals not used by eligible non-beneficiary students.

5. ADDITIONS TO SCHOLARSHIPS

5.1. DISABLED STUDENTS

In case the beneficiary belongs to the categories as per art. 2 of Law no. 118 of 30th March 1971, or to other categories of disabled people protected by law, with a recognised disability of 66% or more, the annual monetary amount of the scholarship may be increased up to a maximum of € 2,821.00 for students considered on-site, € 4,014.00 for students considered commuters and € 7,353.00 for students considered long distance.

This scholarship, **that may be awarded on the motivated request of the concerned person to be sent by Ticket addressed to the Servizio per il Diritto allo Studio by 15/01/2022**, may be converted into specialised equipment and differentiated learning materials, places in accommodation facilities, assignment of an accompanying person or assistant for studies or interpreter or any other tool suitable to overcome specific individual difficulties.

5.2. INTERNATIONAL MOBILITY AND INTERNSHIPS IN FOREIGN COUNTRIES

Scholarship beneficiary for a.y. 2021/2022 and eligible non-beneficiary students (including students enrolled in PhD courses) may compete for the assignment of an addition for international mobility and internships in foreign countries in relation to the agreements promoted by the University of Bergamo.

THE REQUEST, WHICH IS NOT BINDING, MUST BE SUBMITTED BY THE DEADLINE OF THIS CALL EVEN PENDING CONFIRMATION OF THE INCLUSION IN THE EXCHANGE PROGRAMME.

The addition to the scholarship is awarded on the basis of the income and merit ranking drawn up in accordance with paragraph 6 below. The actual grant payment will be linked to the verification, certified by the International Programmes Office and/or the Internship Office, of the actual participation in the exchange programme and its duration. This verification will take place in **October 2022**, the end of the

2021/2022 exchange programme. The maximum contribution is **€ 550.00** per month for each month of stay abroad, up to a maximum of ten months.

IMPORTANT

The amount of any other contributions granted by the Ministerial and European Union funds, following bilateral agreements including non-EU ones and with funds made available by public or private bodies, is deducted from the amount of the addition for international mobility.

The remaining funds, resulting from the allocation of grants for periods of less than ten months, will be used to provide further contributions to eligible students, distributing them according to the criteria used in the previous subdivision.

Students are also entitled to a contribution for travel expenses for an amount (up to **€ 150.00** for European countries and up to **€ 500.00** for non-European countries) and to **the monetisation of the catering service** for the period of stay abroad. These rights are extended, at the request of the concerned person, to graduates of the University of Bergamo involved in mobility/internship/traineeship projects promoted by the University provided that they have graduated no more than one year after the start of the activity and have resulted eligible for the achievement of the scholarship in the last year of study.

All the above amounts are **halved** for students receiving the scholarship for the year following the last of the regular course, considering the year of enrolment (first year out of course).

5.3. DEGREE PRIZE

Once the ranking of students eligible for the scholarship has been completed and in the presence of further availability, an additional contribution of no more than € 1,000.00 will be granted, on request, to scholarship holders **who graduate within the peremptory deadline of 31/12/2022 and who:**

- in a.y. 2021/2022 are enrolled in the last year of a single-cycle Master's degree course and have graduated in a number of years equal to the legal duration of the course starting from the first enrolment;
- in a.y. 2021/2022 are enrolled in the last year of a Master's degree course and meet **both** requirements: 1) have graduated in a number of years equal to the legal duration of the course 2) have a university career that does not exceed a total of five years;
- have not already been awarded a degree prize.

The application must be peremptorily submitted within 30 days from the achievement of the degree through the form available on the [Modulistica](#) page choosing the "Diritto allo Studio (exISU)" form.

5.4. STUDENTS SUBJECT TO PERSONAL FREEDOM-RESTRICTING MEASURES

A special contribution of **€ 350.00** is granted to students detained in Lombardy prisons or in external criminal execution who are enrolled in a first or second level degree course at the University of Bergamo, as an aid for the completion of their studies and teaching activities. The University will identify the students concerned through the requests for tax exemption made by them and will pay the contribution in agreement with the competent Prison Administrations.

6. PROCEDURES FOR RANKINGS

Rankings are formed according to the following criteria:

6.1. STUDENTS ENROLLED IN THE FIRST YEAR OF ALL DEGREE COURSES

The ranking is calculated on the basis of the corrected ISEE equivalent economic status indicator of the family unit compared to the limit of **€ 23,000.00**; for a maximum of 1,000 points assigned with the following formula:

$$\left\{ 1 - \frac{\text{student ISEE}}{23,000.00} \right\} \times 1,000$$

The order of ranking is determined, in descending order, with respect to the score given. In case of a tie, the student enrolled at the highest course level will prevail; in case of a further tie, the mark for the qualification and then the lower age will prevail.

6.2. STUDENTS ENROLLED IN YEARS FOLLOWING THE FIRST OF ALL DEGREE COURSES

The order of ranking is determined, in descending order, by the overall score resulting from the sum of the score related to the number of credits obtained by **10th August 2021** and of the score determined by the average marks of the exams. The overall points given are 1,000 divided as follows: 600 based on the number of credits obtained and 400 based on the average marks of the exams passed.

In case of a tie in the merit score, the student who has not used the bonus and thus the student with the highest income score is first in the ranking. In case of a further tie, the student enrolled in the highest year of course and then the youngest student will prevail.

N.B. If a student pre-enrolled in a Master's degree does not graduate from a Bachelor degree in time, but enrolls in the first year out of course, he/she will be automatically included in the ranking as enrolled in the first year out of course.

Methods for calculating the merit score

- The score related to the **credits** obtained by **10th August 2021** is calculated according to the following formula, that assumes an average number of 60 credits for each course year (30 credits for part-time students):

Full time (for ex. Referred to 2nd year):

$$(\text{student credits} - \text{minimum no. of credits}) \times \frac{600}{(60 - \text{minimum no. of credits})}$$

Part time (for ex. Referred to 2nd enrolment in 1st year):

$$\{(\text{student credits} - \text{minimum no. of credits}) \times \frac{300}{(30 - \text{minimum no. of credits})}\} \times 2$$

In case of use of the bonus the score related to the credits will be 0.

- The score related to the **average** marks of the exams passed is calculated according to the following formula:

$$(\text{Student's average mark} - 18) \times \frac{400}{(30 - 18)}$$

7. TERMS AND CONDITIONS FOR APPLICATIONS SUBMISSION

IMPORTANT

THE APPLICATION FOR BENEFITS AND SERVICES MUST BE SUBMITTED ONLINE ONLY AT THE WEBPAGE [BORSE DI STUDIO > DOMANDA](#) BY AND NO LATER THAN 12.00 P.M. (MIDDAY) ON

4th OCTOBER 2021

Students participating in an **international mobility programme in academic year 2021/2022** must apply for additions at the same time as applying for a scholarship.

This application will be considered completed and finalised only after the signing and sending by Ticket to the Servizio Diritto allo Studio, no later than **7th December 2021**, of the summary form that will be sent by email at the end of the filling in procedure.

The delivery methods are specified at the bottom of the same summary form.

The *Servizio per il Diritto allo Studio* will complete the application with the ISEE data taken from the INPS database through the application cooperation process in place with the Social Security Institute; the data related to the ISEEU PARIFICATO will be transmitted by the CAF identified by the University.

Please remember that, for the purposes of this call, the ISEE/U is only valid if submitted by 4th October 2021.

The Service may request, in addition to the application, appropriate supporting documentation. Failure to submit a document within the prescribed deadline or the submission of an irregular document will result in the exclusion of the student from this competition.

Students are required to notify to the *Servizio per il Diritto allo Studio* in writing, by 30th November 2021, any event concerning the scholarship that has occurred or will occur after the submission of the application: obtaining another scholarship or economic aid (with the exclusion of fiduciary or honor loans), transfer to another University, impossibility to continue studying, withdrawal of the enrolment, change in the student's marital and economic status, achievement of the degree, etc.

8. PUBLICATIONS OF RANKINGS AND LODGING OF APPEALS

Rankings will **only** be communicated to the concerned persons through a publication at the webpage [**Borse di Studio > Graduatoria**](#) accessing with one's own credentials by:

- 10th November 2021 - Provisional Scholarship Ranking;
- 31st December 2021 - Final Scholarship Ranking;
- 31st May 2022 - Final Integrated Scholarship Ranking.

at the section "ESITI" of this competition call by:

- 15th January 2022 - Provisional International Mobility Grant Ranking;
- 31st March 2023 - Graduation Prize beneficiary students.

8.1. TERMS AND CONDITIONS FOR LODGING APPEALS

Any request for review of the rankings must be submitted in writing by Ticket addressed to the *Servizio per il Diritto allo Studio* **no later than 15 days after the publication of the provisional November and final December rankings.**

The application must concern any incorrect evaluations by the competent Service and must be accompanied by appropriate documentation to justify the applicant's reasons.

The outcome of the applications will be notified to the concerned persons by email or Ticket and will have possible effects on the following ranking.

Once the appeals procedure has been completed, the final ranking will be published; this act may be subject to change, at the end of the last graduation session of a. y. 2020/2021 (April 2022), only in relation to further checks that will be carried out and the definition of the position of eligible students **pre-enrolled** in Master's Degree and PhD courses.

Further **appeals** against the final decision must be submitted to the competent bodies within the time limits provided for by the current legislation.

9. ASSIGNMENT AND METHODS OF PAYMENT OF SCHOLARSHIPS, INTERNATIONAL MOBILITY GRANTS AND DEGREE PRIZES

In relation to the entry into force of Legislative Decree 6 th December 2011 art. 12 paragraph 2) the payment of scholarships to students will be made exclusively by **bank transfer** with credit to the University Card.

In the absence of the Card issued by the University, students must request instructions from the *Servizio per il Diritto allo Studio* for the indication of another current account in their name, through the [ticket tracking](#) service.

N.B.: If the student does NOT provide the *Servizio per il Diritto allo Studio* with the payment details by 31st December 2022, the student will lose the benefit of the scholarship for a.y. 2021/2022.

The first instalment will be paid to the beneficiary students who are guests of the University Residences in services, covering accommodation in October-November and December and a free daily meal at the university canteens for the period January-December 2022.

Scholarships and mobility grants will be awarded up to the number established by this call. In case of shortage of beneficiary students in some rankings, the remaining scholarships or grants will be assigned to students placed in other rankings, according to the merit requirement, until the number of scholarships and grants established by the call itself is completed.

9.1. STUDENTS ENROLLED IN THE FIRST YEAR OF BACHELOR AND SINGLE-CYCLE MASTER'S DEGREE COURSES

- For **BENEFICIARY students in both the provisional and final ranking**, the first instalment of the scholarship will be paid, for an amount of **€ 700.00 in cash or services** (canteen and accommodation), **by 31st December 2021**. From January 2022, the first instalment will also be paid to students who have become beneficiaries only with the final ranking.
- The second instalment of the scholarship will be paid, subject to the availability of regional funds, **from June 2022 to the achievement and subsequent self-certification to the Service of a minimum level of merit**, also with the use of a bonus of 5 credits, **of 35 credits (17.5 credits for part-time students)**, provided that they have been achieved by **10th August 2022**.

The achievement of the above 35 credits (17.5 credits for part-time students), **by 30th September 2022 and the subsequent self-certification to the Service** will only entitle to a 50% exemption from the all-inclusive fee and, if beneficiaries, to 50% of the amount of the scholarship.

UNTIL THE STUDENT PASSES THE O.F.A., TO BE REPORTED IN WRITING TO THE *SERVIZIO PER IL DIRITTO ALLO STUDIO*, NO INSTALMENT OF THE SCHOLARSHIP WILL BE PAID OR FREE ACCOMMODATION AND CANTEEN SERVICES WILL BE PROVIDED.

Students with OFA passing registered after February 2022 will receive the scholarship in one instalment after having achieved the merit requirement.

9.2. STUDENTS ENROLLED IN THE FIRST YEAR OF MASTER'S DEGREE COURSES

- For **BENEFICIARY students in both the provisional and final ranking**, the first instalment of the scholarship will be paid, for an amount of **€ 700.00 in cash or services** (canteen and accommodation), **by 31st December 2021**. From January 2022, the first instalment will also be paid to students who have become beneficiaries only with the final ranking.
- The second instalment of the scholarship will be paid, subject to the availability of regional funds, **from June 2022 to the achievement and subsequent self-certification to the Service of a minimum level of merit of 20 credits (10 credits for part-time students)**, provided that they have been achieved by **10th August 2022**.

The achievement of the above 20 credits (10 credits for part-time students), **by 30th September 2022 and the subsequent self-certification to the Service** will only entitle to a 50% exemption from the all-inclusive fee and, if beneficiaries, to 50% of the amount of the scholarship.

N.B.: Eligible students becoming beneficiaries in the integrated ranking published in May 2022, at the end of the last graduation session of a.y. 2020/2021, will be paid the scholarship in one instalment with the payments of June, provided that they have achieved the merit requirement.

9.3. STUDENTS ENROLLED IN YEARS FOLLOWING THE FIRST OF ALL DEGREE COURSES

For **BENEFICIARY students in both the provisional and final ranking**, the first instalment of the scholarship will be paid, for an amount of **€ 700.00 in cash or services** (canteen and accommodation), **by 31st December 2021**. From January 2022, the first instalment will also be paid to students who have become beneficiaries only with the final ranking.

The second instalment of the scholarship will be paid from **June 2022**, subject to the availability of regional funds.

In case of withdrawal from studies the scholarship instalments not paid will not be settled.

N.B. Scholarship holders enrolled in the first year out of course the scholarship itself will be paid in June 2022 in one instalment, equal to 50% of the whole amount, after verifying that they are still enrolled, at the end of the last graduation session for a.y. 2020/2021 (April 2022).

9.4. STUDENTS ENROLLED IN PHD COURSES

For **BENEFICIARY students in both the provisional and final ranking**, the first instalment of the scholarship will be paid, for an amount of **€ 700.00 in cash or services** (canteen and accommodation), **by 31st December 2021**.

The second instalment of the scholarship will be paid, after verifying that they are still enrolled, from **June 2022**, subject to the availability of regional funds.

9.5. ADDITIONS TO INTERNATIONAL MOBILITY GRANTS

The ranking for "International mobility" will only be final at the end of the exchange programme for a.y. 2021/2022 (October 2022).

The payment of the additional grant will be made by December 2022.

The addition and reimbursement of travel expenses for ELIGIBLE students will be paid, according to the above mentioned ranking, until the number of grants established by the call is completed, after verification, at the University International Programmes or the Guidance, Stage & Placement Office, of the fulfilment of the obligations deriving from the participation in the mobility programme and the amount of further grants, if any, awarded by other bodies or institutions.

9.6. DEGREE PRIZE (POINT 5.3. OF THIS CALL)

The payment of the degree prizes will be made in March 2023.

10. INCOMPATIBILITY - LOSS - REVOCATION

10.1. INCOMPATIBILITY

The accommodation place **is not compatible** with similar forms of financial aid awarded by the University with own funds or by other public or private bodies, with scholarships for foreign students awarded by the Ministry of Foreign Affairs, with free places in boarding schools or residences not managed by the University; in these cases the student has the right to opt for using one or the other benefit.

The scholarship is instead compatible with the addition of international mobility as per point 5.2 of this call.

Furthermore, the scholarship is compatible with grants awarded by other Italian or foreign institutions aimed at completing, with periods of stay abroad, the training or research activity of scholarship holders or at awarding graduation theses and not addressing a curricular study path aimed at achieving an academic degree.

10.2. LOSS AND REVOCATION

The right to the scholarship **is lost** if:

- The student incurs disciplinary sanctions higher than written censorship, for infractions committed against the University;
- The student does not submit to *Servizio per il Diritto allo Studio*, within the specified time limits, any original documentation required to check the truthfulness of the self-certifications produced;
- The student withdraws from studies or transfers to another university during the academic year 2021/2022. This provision does not apply in the case of students enrolled in the first year of bachelor's, master's or single-cycle master's degree courses, if the merit requirement stated in points 3.1.1. and 3.1.2. it is obtained by the student prior to the renouncement of studies or transfer;
- The University verifies the untruthfulness of the data declared by the student in self-certification so as to invalidate the merit/income requirement provided for in points 3.1. and 3.2. of this announcement.

The scholarship is revoked:

- for students enrolled in the first year of Bachelor and single-cycle Master's degree courses with the exception of specialisation and PhD courses who have not achieved at least 35 credits (17.5 for part-time students) by 30th September 2022, even using the bonus;
- for students enrolled in the first year of Master's degree courses who have not achieved at least 20 credits (10 credits for part-time students).

In case of revocation, the sums obtained and the amount corresponding to the value of the services actually enjoyed equivalent to the scholarship in cash must be returned, even by instalments agreements.

The provisions concerning the revocation of the scholarship and the payment of the second instalment do not apply to disabled students with disability of 66% or more.

The loss, withdrawal from studies and revocation of eligibility will entail the obligation to pay university fees in the amount established for the income bracket to which the student actually belongs.

11. TRANSFERS AND SHIFTS TO ANOTHER DEPARTMENT

In case of transfer to another University, after the beginning of the academic year, the application for a scholarship, **on written request of the concerned person**, will be forwarded to the Institution/University where the student has requested the transfer and therefore the student will lose the benefit granted to him/her by the University of Bergamo, with the obligation to repay any instalments received.

The student who has transferred from another University to the University of Bergamo after the beginning of the academic year, must request *Servizio per il Diritto allo Studio* of the original University to transmit the application automatically, provided that it is submitted within the terms set out in the competition call. The regularisation of the transfer must be completed **by 29th November 2021**, before the publication of the final ranking.

12. VERIFICATION OF ECONOMIC STATUS

In order to verify the economic status, the University avails itself of the powers provided for by the current regulations, in particular art. 10 of Legislative Decree no. 68/2012 and Prime Ministerial Decree 159/2013 ART. 11 paragraph 6 and subsequent amendments and additions.

The University, in agreement with the ISEE Database managed by INPS, IRS - Lombardy Regional Council - Ministry of Finance, as well as with the Financial Police, provides for the substantive control of the truthfulness of the self-certifications produced by students who are beneficiaries of financial aid or the provision of services awarded by competition, according to the current regulations and in particular to art. 71 of Presidential Decree 445/2000.

Under checking, University can ask the student documentation proving the completeness and truthfulness of the data declared according to DPCM 9th April 2021, art.4, paragraph 10.

In case of verification of untruthful declarations, the sanctions established by the art. 10, paragraph 3 of Legislative Decree 68/2012 and the additional sanction pursuant to art. 38, paragraph 3, D.L. 78/2010 will be applied. This applies without prejudice to the adoption of disciplinary sanctions and the denunciation to the judicial authorities in the case of a criminal offence.

For any further information or clarification, the concerned persons should only contact the *Servizio Diritto allo Studio* in Via dei Caniana no. 2, Bergamo.

13. AGREEMENT FOR THE CREATION OF A "SINGLE DATABASE" LIMITED TO SCHOLARSHIP HOLDERS

The data may be consulted and/or provided by/to other Bodies for the right of study in order to monitor whether for the same academic year the student has requested and obtained double benefits and for further purposes of monitoring and control of the *Servizio per il Diritto allo Studio*.

14. PERSON IN CHARGE OF THE PROCEDURE

In accordance with Law 241/1990, Dr. Elena Gotti, head of the *Servizio per il Diritto allo Studio*, is appointed in charge of the administrative procedure.

15. INFORMATION ON THE USE AND PROCESSING OF PERSONAL DATA AND THE RIGHTS OF THE DECLARANT (ex Legislative Decree no. 196/2003 and European Regulation 679/2016)

The University guarantees the processing of personal data deriving from participation in the call for applications in the understanding that such processing will be carried out in compliance with Legislative Decree no. 196 of 30th June 2003 and EU Regulation 2016/679. The University informs that the personal data acquired will be processed in compliance with the current regulations and used for the purposes of managing the procedure, drawing up the ranking list, determining and granting funds and, in general, managing mobility; such data may only be communicated to public administrations (i.e. Ministry of Finance and Financial Police) directly interested in the economic position of the students.

The person in charge of personal data protection is lawyer Michele Gorga, e-mail: dpo@unibg.it

The Data Controller is the Rector pro-tempore of the University of Bergamo.

The concerned person may address to the latter any requests concerning the processing of his/her personal data.

Prior to submitting the application for the awarding of the announced benefit, the applicant must declare that he/she has viewed and read all parts of the above-mentioned information referred to in art. 13 of the Regulations and give his/her consent to the processing of the personal data, including special data, provided.

THE RECTOR

(Professor Remo Morzenti Pellegrini)