



HOW TO UPLOAD DOCUMENTS FOR SCHOLARSHIP A.Y. 2024/2025

1. STUDENTS WHO WANT TO BE CONSIDERED AS LONG DISTANCE WITH A RENTAL CONTRACT

WHAT: documents as listed at chapter 4.2.1. of the [Scholarship competition notice](#).

HOW: the documents must be merged into one pdf file and uploaded in the [Diritto allo studio website](#), section "Upload documents", "Contratto di affitto e registrazione".

WHEN: by 31/10/2024.

2. STUDENTS WHO WANT TO BE CONSIDERED AS LONG DISTANCE STUDENTS WHO HAVE MORE THAN A RENTAL CONTRACT

For students whose rental contract will end after 31/10/2024 but doesn't cover the 10 months (or 5 months, for out of course (fuori corso) students) in the period indicated in the competition notice, and therefore need to upload more than a contract.

WHAT: documents as listed at chapter 4.2.1. of the [Scholarship competition notice](#) for both contracts.

HOW: the documents must be merged into one pdf file and uploaded in the [Diritto allo studio website](#), section "Upload documents", "Contratto di affitto e registrazione".

WHEN: by 31/10/2024 it must be uploaded the documents of the rental contract valid at that moment, then, as soon as possible and in any case **not later than 20/04/2025**, you must upload again all the documents needed for the new rental contract) in the [Diritto allo studio website](#), section "Upload documents", "Contratto di affitto e registrazione".

3. STUDENTS WHO LEAVE FOR MOBILITY FOR LESS THAN 10 MONTHS

For the months abroad:

WHAT: documents as listed at chapter 4.2.1. of the [Scholarship competition notice](#).

HOW: the documents must be merged into one pdf file and uploaded in the [Diritto allo studio website](#), section "Upload documents", "Contratto di affitto posseduto all'estero durante il periodo di mobilità".

WHEN: by 31/10/2024 for those leaving for the I semester, by 20/04/2025 for those leaving for the II semester.

For the months in Bergamo:

WHAT: documents as listed at chapter 4.2.1. of the [Scholarship competition notice](#).

HOW: the documents must be merged into one pdf file and uploaded in the [Diritto allo studio website](#), section "Upload documents", "Contratto di affitto e registrazione".

WHEN: by 31/10/2024 for those leaving for the II semester, by 20/04/2025 for those leaving for the I semester.

4. STUDENTS WHO REQUESTED A SCHOLARSHIP INCREASE FOR DISABILITY OR THE MONETIZATION OF THE CANTEEN SERVICE

WHAT: the documents to prove special needs as requested in the [Scholarship competition notice](#).

HOW: the documents must be merged into one pdf file and uploaded in the [Diritto allo studio website](#), section "Upload documents", "Documentazione attestante particolari/eccezionali esigenze".

WHEN: by 15/01/2025



5. STUDENTS WHO REQUESTED A SCHOLARSHIP SUPPLEMENT FOR INTERNATIONAL MOBILITY AND INTERSHIPS IN FOREIGN COUNTRIES

WHAT: the documents to prove expenses to buy the first trip to arrive and the last trip to leave the country where the student attended the mobility program.

HOW: the documents must be merged into one pdf file and uploaded in the [Diritto allo studio website](#), section "Upload documents", "Spese di viaggio per integrazione mobilità".

WHEN: by 31/10/2025

IMPORTANT

Any change in the uploaded documents (for example early termination of the contract or other changes) must be communicated promptly to Servizio Diritto allo studio by opening a ticket.