

Notice of competition for Accommodation Service - Academic Year 2022/2023

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ART. 1 REGULATORY FRAMEWORK

In accordance with the provisions of the:

- a) D.P.C.M. 09/04/2001 'Provisions for uniformity of treatment on the right to university studies issued pursuant to Art. 4 of L. no. 390 of 2 December, 1991';
- b) Legislative Decree. no. 68 of 29 March 2012, 'Revision of the legislation of principle on the right to study and the valorisation of legally recognised university colleges, implementing the delegation provided for in Article 5(1)(a), second sentence, and (d) of Law no. 240 of 30 December 2010, and in accordance with the guiding principles and criteria set out in subsection 3(f) and subsection 6. (12G0088)';
- c) Law no. 508 of 21 December 1999, 'Reform of the Academies of Fine Arts, the National Academy of Dance, the National Academy of Dramatic Art, the Higher Institutes for Artistic Industries, the Music Conservatories and the Equalised Musical Institutes
- d) MIUR Decree no. 270 of 22 October 2004, 'Amendments to the Regulations on university teaching autonomy, approved by Ministry of University and Scientific and Technological Research decree no. 509 of 3/11/1999;
- e) D.P.C.M. No. 159 of 05/12/2013 'Regulations concerning the revision of the determination methods and fields of application of the equivalent economic situation indicator (ISEE)' as amended;
- f) Art. 10 of Legislative Decree. no. 147 of 15/9/2017 as amended and supplemented;
- g) Law no. 40 of 6 March 1998, concerning 'Discipline of immigration and regulations on the condition of foreigners' as amended and supplemented;
- h) Decree of the Minister of Universities and Research no. 1320 of 17/12/2021 concerning "Increase in the value of scholarships and eligibility requirements for the benefits for the right to study pursuant to Legislative Decree no. 68/2012 pursuant to Art. 12 of d.l. 6.11.2021 n. 152".
- i) Circular of the Minister of Universities and Research no. 13676 of 11 May 2022 issued pursuant to Art. 6(1) of Ministerial Decree 1320/2021.
- j) R.L. no. 4 of 20 February 2017, 'Regional provisions on the right to study';
- k) "Regional Plan for the right to study for the three-year period 2020 - 2023" approved by Regional Council resolution no. 113 of 30/06/2020 referred to in Art. 5 of Regional Law no. 4, dated 20 February 2017, as amended and supplemented;
- l) Regional programme for the right to study a.y. 2022/2023 approved pursuant to Art. 6 of Regional Law no. 4, of 20 February 2017 by resolution of the Marche Regional Council no. 728 of 13/6/2022;
- m) Regulation (EU) 2016/679 of the European Parliament and Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation).

ERDIS in the Marche region announces a competition for the allocation of accommodation in its housing facilities for the academic year 2022/2023.

ART. 2 RECIPIENTS OF THE BENEFIT

2.1 Non-resident students enrolling for the academic year 2022/2023 at the following institutions and courses of study may apply for the allocation of the housing service:

- the Marche Polytechnic University of Ancona, the University of Urbino, the University of Camerino, the University of Macerata:

- on a university degree course, single-cycle degree, master's degree pursuant to Murst Decree 3/11/1999 no. 509 replaced by Miur Decree no. 270 of 22/10/2004;
- on a specialisation course
- on a PhD course possibly activated pursuant to Legislative Decree 3/7/1998 no. 210 Art. 4.



School of Studies in Language Mediation in Ancona recognised by Miur Decree 24/9/2003 and in Fermo unless an agreement is signed with the Marche Region:

- on a degree course
 - on a Master's degree course.
- **the Academy of Fine Arts of Urbino, the Isia of Urbino, the Academy of Fine Arts of Macerata, the 'G. Rossini' Conservatory of Pesaro, the 'G. B. Pergolesi' Conservatory of Fermo (Higher Arts and Music Education Colleges), 'Poliarte' Design Academy of Ancona:**
 - on a first- and second-level course activated pursuant to Law no. 508/99

2.2 For the qualification of the "non-resident" student, please refer to Art. 12.1 of the Scholarship Notice approved by ERDIS for the academic year 2022/2023.

ART. 3 COURSE REGISTRATION DEADLINES

3.1 For the academic year 2022/2023, students must be enrolled in courses by the dates stated in the calls published by the various university institutions as per Art. 2 with the exception of students applying for the last semester of the scholarship, for whom enrolment in the current academic year at the time of application is sufficient.

ART. 4 COURSE VENUES

4.1 The course campuses with available beds recognised for the purposes of claiming the benefit are as follows:

- Ancona: at least 393 beds for students from the Marche Polytechnic University, the Advanced School for Linguistic Mediation in Ancona, and the 'Poliarte' Academy of Design in Ancona.
- Ascoli Piceno: at least 32 beds for students on courses activated at the decentralised campus of the University of Camerino and the University of Ancona.
- Camerino: at least 720 beds for students at the University of Camerino.
- Fermo: at least 40 beds for students on courses offered at the decentralised campus of the University of Ancona and the G.B. Pergolesi Conservatory in Fermo and the Advanced School for Linguistic Mediation in Fermo.
- Macerata: at least 353 beds for students of the University of Macerata and the Macerata Academy of Fine Arts and students on courses activated at the decentralised campus of the University of Ancona.
- Matelica: at least 9 beds for students on courses activated at the decentralised campus of the University of Camerino.
- Pesaro: at least 24 beds for students of the 'G. Rossini' Conservatory in Pesaro and the courses activated at the decentralised campus of the University of Ancona.
- Urbino: at least 1076 beds for students from the University of Urbino, the Academy of Fine Arts and the Urbino ISIA.

The number of beds to be put up for competition may be updated by subsequent order of the Director.

ART. 5 ALLOCATION OF BEDS AND RESERVES

5.1 In each course location, if the total number is insufficient to cover the entire requirement, the places are distributed and allocated on the basis of special rankings drawn up in accordance with the criteria indicated in Art. 9.

5.2 Places are reserved as a priority for non-resident students who have been awarded a scholarship, so non-resident students who are eligible for the scholarship itself but who are not beneficiaries due to a lack of funds, and then for other students who meet the financial and merit requirements necessary to obtain the scholarship.



5.3 In addition, the following reservations are established on the competition beds:

- a. Disabled students with disabilities recognised by the competent Commission pursuant to L. 104/1992 or with a disability of at least 66% have 3% of the beds reserved.
This reservation operates within the terms of the maximum duration for granting benefits provided for in Art. 6.3 of this call. These students may also participate in the competition if they are commuters.
In the event that applications exceed the number of reserved places, preference will be given to students with a lower Isee value.
- b. A quota of 1% is reserved for children of Italian Marche citizens abroad (whose parents were born in a municipality in the Marche region and currently reside abroad).
- c. A 5% quota of beds is reserved for students from municipalities in the Marche region included in the earthquake crater (Law 15/12/2016 no. 229) and with a declaration of the condemned nature of the house of residence. Such students may participate in the competition even if they are 'commuter' or 'resident' students.
- d. A quota of 0.5 % is reserved for students enrolled in specialisation and PhD courses possibly activated by universities pursuant to Legislative Decree 3/7/1998, no. 210
- e. A quota of at least 30% is reserved for students enrolled in the first year.

The remaining places will be allocated proportionally to students enrolled in years subsequent to the first year and distributed among the degree classes and within these, among the course years in relation to the number of scholarship applications received by the deadlines set out in the relevant notice, without prejudice to the provisions of point 5.2.

5.4 Once the students indicated in point 5.2 have been met and the reservations referred to in point 5.3 have been fulfilled, the remaining 50% of the places still available are reserved for international students at institutions in the Marche Region.

ART. 6 DURATION OF GRANTING THE BENEFIT

6.1 The benefit is granted for the achievement of each of the course levels referred to in this Article as follows: courses activated in implementation of Miur Decree no. 270 of 22/10/2004 by the University of Ancona, Camerino, Macerata and Urbino and by the Advanced School for Linguistic Mediation of Ancona pursuant to Ministerial Decree 24/9/2003 and Fermo, except for the conclusion of the convention with the Marche region: Students enrolled full-time

- a) for those enrolled in **degree** courses (**L**), for a period of **seven semesters**;
- b) for those enrolled in **Single-Cycle Master's Degree** courses (**LMCU**) for a period equal to the **duration envisaged by the respective teaching regulations plus one semester**;
- c) for those enrolled in **Master's degree** courses (**LM**) for a period of **five semesters**;
- d) for those enrolled in **PhD (DOT)** courses and **Specialisation (SSP)** courses, with the exception of those in the medical area pursuant to Legislative Decree no. 368, the benefit is granted for a period of time equal to the **duration provided for by the respective education system**.

Students enrolled part-time

- e) for part-time students, the benefit is granted for a period of - seven years for degree courses; - eleven years for five-year single-cycle degree courses or thirteen years for six-year single-cycle degree courses; - five years for master's degree courses.

6.2 Students enrolling at Isia, the Academy of Fine Arts in Macerata and Urbino, the "Poliarte" Academy of Design in Ancona, the Advanced School for Linguistic Mediation in Ancona and Fermo, unless an agreement is signed with the Marche Region, the G. Rossini Musical Conservatory in Pesaro and G. B. Pergolesi Conservatory in Fermo, the benefit is granted for the same period of time established for students enrolled in courses activated pursuant to Ministerial Decree no. 270/2004 of the University.

6.3 For disabled students with a disability of no less than 66% or for students with a disability recognised by the competent commission pursuant to l. 104/1992 benefits are granted for each of the course levels as follows:

Students enrolled full-time



- a) Degree - for a period of nine semesters.
- b) Master's Degree - for a period of seven semesters.
- c) Single-cycle Master's Degree:
 - with a legal duration of five years - for a period of thirteen semesters.
 - with a legal duration of six years - for a period of fifteen semesters.

Students enrolled part-time

- d) Degree - for a period of nine years.
- e) Master's Degree - for a period of seven years.
- f) Single-cycle Master's Degree:
 - with a legal term of five years - for a period of thirteen years
 - with a legal term of six years - for a period of fifteen years

6.4 For students enrolled in courses of study pursuant to Art. 2.1 who are simultaneously accessing for the academic year 2022/2023 the training courses referred to in Art. 3 of Ministerial Decree no. 616 of 10/8/2017, the duration of the concession period is increased by one semester.

6.5 Bachelor students enrolling in a single-cycle degree course.

Bachelor degree students enrolling in a degree course activated as a result of university reform (single-cycle master's degree) will be able to take advantage of the accommodation for the difference between the number of years taken to obtain their degree and the years for which a scholarship is granted for the degree course in which the student is applying for the 2022/2023 academic year.

For such students, the accommodation service may, however, be granted from the year of enrolment following the number of years taken to obtain the degree in their original course.

6.6 In the event that there are sufficient beds to satisfy all the requests, it is possible to derogate from the previous paragraphs by also granting the benefit to students enrolled up to the second supplementary year of study ("fuori corso").

ART. 7 MERIT REQUIREMENTS

7.1 Students meeting the following merit requirements may participate in the competition with priority in the ranking list.

7.2 STUDENTS ENROLLED IN THE FIRST YEAR:

Students enrolled for the first time in the first year of the courses referred to in Art. 2.1, subject to them holding a secondary school diploma, take part in the competition solely on the basis of economic conditions.

7.3 STUDENTS ENROLLED IN THE YEARS FOLLOWING THE FIRST

Having fulfilled any training requirements, for those enrolled in years beyond the first, the requirements to be acquired by 10 August 2022 are:

Students enrolled full-time

Bachelor's degree		Master's degree		Single-cycle degree		Specialisation courses (with the exception of the medical area under Legislative Decree 4/8/1999, no. 368) and PhDs who are not beneficiaries of the scholarship referred to in Ministerial Decree 224/99
course year	no. University Credits (CFU)	course year	no. University Credits (CFU)	course year	no. University Credits (CFU)	
2nd year	25	2nd year	30	2nd year	25	Admission requirements under the respective regulations



3rd year	80	further semester	80	3rd year	80
further semester	135			4th year	135
				5th year	190
				6th year	245
				further semester	55 credits more than in year 6

Students enrolled part-time:

Bachelor's degree		Master's degree		Single-cycle master's degree (duration 5 - 6 years)		Specialisation courses (with the exception of the medical area under Legislative Decree 4/8/1999, no. 368) and PhDs who are not beneficiaries of the scholarship referred to in Ministerial Decree 224/99
course year	no. University Credits (CFU)	course year	no. University Credits (CFU)	course year	no. University Credits (CFU)	
2nd year	12	2nd year	15	2nd year	12	Admission requirements under the respective regulations
3rd year	40	3rd year	40	3rd year	40	
4th year	67	4th year	67	4th year	67	
5th year	94	5th year	94	5th year	94	
6th year	121			6th year	121	
7th year	148			7th year	148	
				8th year	175	
				9th Year	202	
				10th year	229	
				11th year	256	
				12th year	283	
				13th year	310	

A student enrolling in the second year of a Bachelor's or Combined Bachelor and Master's degree programme, in addition to having accrued the credits indicated in the table, must also have fulfilled any training obligations where stipulated at the time of admission to the course (art. 6 Miur Decree no. 270/2004).

7.4 A prerequisite for access to the benefit is a secondary school diploma.



7.5 Merit assessment for students making a Course Transfer:

For students enrolled in years subsequent to the first year who have made a change of course, course credits are only valid if they are recognised for the course for which the benefit is claimed. Therefore, the credits mentioned above are only valid if they are included in the study plan for the year of the degree course for which the student is requesting the benefit.

If the change of course has not been approved by the competent university authorities on the date the application is completed, the student must declare the credits accrued in the course of study of origin.

The ranking position in the new degree course (course in which the student enrolls in the 2022/2023 academic year) will be provisionally determined on the basis of the merit accrued in the home course.

Similarly, the careers of students transferring from three-year degree courses to single-cycle degree courses will be assessed.

The principle of Art. 7.5, namely that the career years shall include all the years from the year of first enrolment ever until the academic year 2022/2023.

7.6 Evaluation of credits acquired but not yet validated by 10 August 2022.

For the purpose of admission to the competition and calculation of the score determining the student's ranking, credits not yet validated by 10 August 2022 such as:

- a) credits for examinations taken abroad as part of international mobility programmes (e.g. Socrates/Erasmus);
- b) credits not yet validated due to the regularisation of the student's educational-administrative position (e.g. transfer from other universities);

must be declared in the application for participation in the competition.

All examinations/credits certified by the competent secretariat as having been taken by 10 August 2022 will be validly evaluated for the purposes of calculating the score, regardless of the date of validation.

7.7 A student who has transferred from another university or who has requested a change of course is, following the Faculty Council's decision, required to submit a self-certification from which it is possible to assess the credits validated and the year of the course to which he has been admitted.

7.8 DISABLED STUDENTS RECOGNISED BY THE COMMISSION PURSUANT TO L. 104/92 OR WITH 'DISABILITY OF AT LEAST 66%'.

Courses activated in implementation of Ministerial Decree no. 270/2004 and the law reforming institutions for higher education in art and music:

Students enrolled full-time:

The individualised merit requirements to be acquired by 10 August 2022 differ by 40% from those stipulated in 7.3. The duration for which the benefit is granted is nine semesters for three-year degree courses, seven semesters for specialist/master's degree courses and thirteen or fifteen semesters for single-cycle specialist/master's degree courses.

Bachelor's degree		Master's degree		5-year single-cycle degree		Single-cycle master's degree with legal duration of 6 years		Specialisation courses (with the exception of the medical area under Legislative Decree 4/8/1999, no. 368) and PhDs who are not beneficiaries of the scholarship referred to in Ministerial Decree 224/99
course year	no. University Credits (CFU)	course year	no. University Credits (CFU)	course year	no. University Credits (CFU)	course year	no. University Credits (CFU)	
2nd year	15	2nd year	18	2nd year	15	2nd year	15	Admission requirements under the respective regulations
3rd year	48	3rd year	48	3rd year	48	3rd year	48	



IFC year	81	Last semester	81	4th year	81	4th year	81
Further semester	114			5th year	114	5th year	114
				6th year	147	6th year	147
				further semester	180	7th year	180
						further semester	213

Students enrolled part-time:

The duration for which benefits are granted is **nine** years for three-year degree courses, **seven** years for specialist/master's degree courses and thirteen or fifteen years for single-cycle specialist/master's degree courses.

Bachelor's degree		Master's degree		5-year single-cycle degree		Single-cycle master's degree with legal duration of 6 years		Specialisation courses (with the exception of the medical area under Legislative Decree 4/8/1999, no. 368) and PhDs who are not beneficiaries of the scholarship referred to in Ministerial Decree 224/99
course year	no. University Credits (CFU)	course year	no. University Credits (CFU)	course year	no. University Credits (CFU)	course year	no. University Credits (CFU)	Admission requirements under the respective regulations
2nd year	7	2nd year	9	2nd year	7	2nd year	7	
3rd year	24	3rd year	24	3rd year	24	3rd year	24	
4th year	40	4th year	40	4th year	40	4th year	40	
5th year	57	5th year	57	5th year	57	5th year	57	
6th year	73	6th year	73	6th year	73	6th year	73	
7th year	90	7th year	90	7th year	90	7th year	90	
8th year	106			8th year	106	8th year	106	
9th Year	122			9th Year	122	9th Year	122	
				10th year	138	10th year	138	
				11th year	154	11th year	154	
				12th year	170	12th year	170	

	13th year	186	13th year	186	
	14th year		14th year	202	
	15th year		15th year	218	

7.9 Credit Evaluation

The credits referred to in this Article are only valid if they are recognised for the course of study for which students request the benefit, even if different from the previous year.

The limits indicated for those enrolled in Master's degree courses are increased by a number of credits equal to those in excess of 180 that may have been granted to the student at the time of enrolment.

Excess credits (extra or off-plan credits), i.e. those not useful for obtaining the degree, do not count for merit purposes.

ART. 8 ECONOMIC AND CAPITAL REQUIREMENTS

8.1 The student's economic conditions are identified on the basis of the “Equivalent Economic Situation Indicator” (ISEE) and the “Equivalent Assets Situation Indicator” (ISPE) for the Right to University Study benefits, with specific reference to the student applying for the benefit as provided for by Prime Ministerial Decree no.159 of 05/12/2013 and subsequent amendments and additions and by art. 6 of the Annual Programme of the Marche Region Council for the academic year 2022/2023. Therefore, all students will have to go to a CAAF tax center or other qualified professional to fill out the Single Self Declaration - (Dichiarazione Sostitutiva Unica - DSU) for their 2020 tax year income. However, the DSU can be submitted to INPS electronically and directly by the applicant as provided for in Article 10 paragraph 6 of Prime Ministerial Decree no. 159/2013.

8.2 ISEE and ISPE indicators

Students meeting the following financial/wealth requirements may participate in the competition with priority in the ranking list:

- ISEE up to € 23,000.00
- ISPE up to € 50,000.00

The Isee is the ratio between the Ise (Economic Situation Indicator) and the equivalence scale parameter corresponding to the specific composition of the household.

The Ispe is the ratio of the Isp (Asset Situation Indicator) to the equivalence scale parameter corresponding to the specific household composition.

Pursuant to Art. 4, paragraph 5, of Prime Ministerial Decree 159/2013, in the case in which the applicant for the benefit has been the beneficiary of a scholarship in the year 2020, certified by the Entity with a CU-2021 certificate, and for the sole purpose of ascertaining the requirements for maintaining the scholarship received by the beneficiary compared to the corresponding parameter of the equivalence scale is subtracted from the ISEE value by the disbursing entity.

8.3 Definition of the household

The student's household is defined in accordance with the procedures set out in Prime Ministerial Decree No 159 of 05/12/2013.

In the case of two (or more) students belonging to the same household, applicants for benefits for the right to study, the ISEE statement must contain the wording "applied to subsidised benefits for the right to university study in favour of ..." (the tax codes of both or more students must be indicated).

8.4 Independent student

Pursuant to Prime Ministerial Decree 159/2013, Art. 8, a student who no longer lives with his or her family of origin is considered independent if both of the following requirements are met:



- a) residence outside the family unit for at least two years from the date of submission of the single self certification (Dsu) referring to the family unit (Art. 10 of Dpcm no. 159/2013), in accommodation not owned by a member of that family.
- b) the student's income from employment or assimilated taxable income, for at least two years, not less than EUR 9,000.00 per year with reference to a household of one person.
According to Ministerial Decree no. 363 of 29/12/2015, the adequate income capacity must, in principle, be referred to a single university student. If, however, the latter is married, the aforementioned threshold for the adequacy of income capacity must also be assessed taking into account the income of the university student's spouse.

8.5 The applicant student's parents who are not cohabiting with each other are part of the same family unit, defined in accordance with Article 3(2) of Dpcm no. 159/2013 with the exception of the cases referred to in Article 3(3), if married, and the cases referred to in Article 7(1), if unmarried. If the cases referred to in Article 7(1) apply, the ISEE is supplemented by an additional component, calculated on the basis of the economic condition of the non-cohabiting parent, in accordance with the modalities set out in Annex 2, paragraph 2, an integral part of Decree no. 159/2013.

8.6 Student enrolled on PhD courses

The family unit of the applicant for PhD course benefits is made up exclusively of the applicant himself, his/her spouse, their children under the age of 18, and their children of adult age, in accordance with the rules set out in paragraphs 2 to 5 of Article 3, and without prejudice to the possibility for the beneficiary to form the family unit in accordance with the ordinary rules set out in Article 3 (art. 8, paragraph 4 DPCM 159/2003).

8.7 Refugees and stateless persons

For the purposes of assessing economic status for **students who have been granted stateless status or "refugee" status, "subsidiary protection" status or "temporary protection" status pursuant to the Prime Ministerial Decree of 28/3/2022**, only income and assets held in Italy are taken into account in accordance with the procedures set out in Prime Ministerial Decree 159/13, and therefore they are required to submit the single self-declaration (Dsu) for Isee purposes.

8.8 The equalised indicator for foreign students not resident in Italy or with parents' households resident abroad.

Students not resident in Italy (non-EU or EU with a family nucleus abroad) and foreign students resident in Italy, who are not independent, with their parents' family unit residing abroad must present the documentation required for the calculation of the equalised ISEE/ISPEU indicated in art. 14 of this notice, Whereas this calculation is not provided for in the Prime Ministerial Decree no. 159 of 5/12/2013, on the basis of the regulations in force, it will be the competent ERDIS office that will carry out the calculation of the Isee applicable to foreign students by defining the **university parity indicator** for each one.

Foreign students whose family unit does not reside in Italy and is not enrolled in the AIRE lists who are enrolling on a three-year degree course, master's degree course or single-cycle master's degree course with an application duly submitted by the deadline and who will not be able to submit all the necessary documentation in original copies relating to their family unit, income and assets abroad together with the application may provisionally attach a photocopy of the documentation, even if not legalised.

Under penalty of exclusion from the final rankings, with the possible restitution of the value of the free benefits used, the aforementioned students must deliver to ERDIS the legalised originals required for the calculation of the equalised university indicator by 27 October 2022, in a single envelope.

The aforementioned deadline of 27 October may be exceptionally extended by order of the Director-General. The documentation required for the calculation of the ISEE/ISPEU is indicated in Art. 14 of this notice.

8.9 Current ISEE

ISEE may be replaced by a similar indicator, defined as 'current ISEE' and calculated with reference to a period of time closer to the time of the application for the benefit, when the conditions set out in Article 9 of Prime Ministerial Decree 159/2013 are met and in accordance with the procedures described therein.

8.10 LACK OF ISEE

Students without an Isee or a valid Isee may be admitted to the rankings according to the criteria set out in Art. 10.1 point 6.

ART. 9 FORMULATION OF RANKINGS

9.1 If, on the basis of the available places, it is not possible to grant the benefit to all eligible students, separate rankings will be drawn up for each course venue activated by the various university institutions in the following manner:

a) for those enrolled in the first year of all courses, through the approval of the ranking of eligible students, without any differentiation by degree classes, defined in ascending order on the basis of the Equivalent Economic Situation Indicator (ISEE); in the event of an equal ISEE value, preference will be given to the youngest student by age;

b) for students enrolled in the years subsequent to the first year of all courses, through the approval of merit rankings, arranged in descending order on the basis of the number of credits accrued and grades obtained, without prejudice to the balanced distribution of benefits among all degree classes and by year of course, based on the number of grant applications received by the deadline set out in the relative notice of competition issued by ERDIS. For the formulation of the ranking list, the ratio between credits accrued and those required for participation in the competition shall be taken into account, increased by the ratio between the arithmetic mean of the marks of all the examinations taken and the thirtieths, recorded at 10 August of the reference year (tests and/or marks not expressed in thirtieths are excluded from the calculation of the average).

The calculation shall take into account the first three decimal numbers with rounding up if the third decimal is equal to or greater than 5 or down if less than 5. In the event of a tie, the ranking is determined in ascending order on the basis of ISEE. In the event of a further tie, preference will be given to the youngest student.

The score resulting from the calculation as described above will determine the position in the ranking list.

9.2 For students enrolled in the first year and the years following the first year of PhD and specialisation courses, accommodation is allocated on the basis of a single ranking established in ascending order on the basis of financial status (ISEE).

9.3 For students enrolled in the years following the first at the Conservatory of Music, a single ranking will be prepared without distinction by degree class and year.

9.4 Foreign students whose family unit does not reside in Italy and is not enrolled in the AIRE lists, who are enrolled in a three-year degree course, master's degree course or single-cycle master's degree course with an application duly submitted by the established deadline, whose equalised ISEE value has not yet been determined, as they have not yet delivered the original legalised documentation for which their university parity indicator is still unknown, are included in the provisional ranking list with the ISEE corresponding to the maximum reference threshold value.

Their position will be defined in the final scholarship ranking list, following the submission, by 27 October 2022, of the original legalised documents required for the calculation of the university parity indicator.

These students will be excluded from the free benefits if they do not submit all the documentation stipulated in the notice by the aforementioned date; following exclusion from the benefit, they will have to return the sum corresponding to the value of the free benefits used from the beginning of the academic year 2022/2023.

9.5 For the purposes of assessing the student's income and assets situation, the online application procedure will acquire the data relating to the last valid ISEE statement calculated for the right to university study issued in the year 2022 in the INPS computer files, assessed on the basis of the DSU presented by the student by the application deadline.

In the event that the DSU is processed at a later date, ERDIS will acquire the Isee Certificate from the Inps database by 10 September 2022, provided that the relevant Dsu has been signed by the peremptory deadline of the application.

The valid DSUs for the right to study calculated after 10 September 2022 and the provisional ones under Art. 11 paragraph 8 of Prime Ministerial Decree 159/2013 will be assessed when approving the ranking lists.

Any corrections to the DSU, valid for the right to study, made after the submission of the application and, in any case, within the terms of the notice of competition, may be verified when appealing the provisional rankings or during the assessment phase. ERDIS disclaims all liability in the event of failure to retrieve data from INPS's archives for reasons not attributable to ERDIS.

The student is required to verify the truthfulness and correctness of the data entered in the DSU.

ART. 10 SORTING OF RANKINGS

10.1 The ranking lists of eligible students shall be drawn up in the following order:



1. scholarship-winning students;
2. students eligible for scholarship but excluded from the benefit due to lack of funds;
3. students who meet all the financial and merit requirements for the scholarship;
4. students enrolled up to the first supplementary year of study (“fuori corso”) who do not meet any or all of the merit and/or financial requirements set out in Arts. 7 and 8 of this notice;
5. students enrolled in years subsequent to their first supplementary year of study who will be placed on the ranking list with a merit indicator equal to zero and will therefore be ranked in ascending Isee order;
6. Students who have not submitted an Isee or do not have a valid Isee will be placed on the ranking list with a notional Isee of 100,000 euro and will be sorted according to the rules set out in art. 9.1 (a) and (b).

ART. 11 GROUNDS FOR EXCLUSION FROM THE COMPETITION

11.1 Students are excluded from the competition:

- who do not enrol in the various university institutions for the academic year 2022/2023 subject to the provisions of Art. 3.1 in the case of students applying for scholarships for the last semester;
 - those who hold another degree of equal or higher level, obtained in Italy or abroad;
 - those who have incurred disciplinary sanctions of more than a reprimand applied by the competent bodies of the university institutions or other disciplinary sanctions applied by the institution whereby the student is excluded from all services for the whole of his school career;
 - those who have had their grants or other forms of assistance withdrawn in one of the previous years due to misrepresentation, deception, fraud, wilful misconduct or otherwise;
 - those who receive other grants or scholarships or places in colleges or boarding schools, including scholarships granted by the University, and those awarded to students enrolled on doctoral courses. This prohibition does not apply to students who have been awarded scholarships by national or foreign institutions to supplement the training or research activities of scholarship holders by means of stays abroad;
 - those who have sent or delivered the application printout without signature, incomplete, lacking certain documents or with incorrect documents and who, pursuant to Art. 71(2) of Presidential Decree. 445/2000, have not rectified the irregularities detected ex officio that do not constitute falsities;
 - those who have not produced the documentation required under Art. 14 of this notice (foreign students) with the exception of the students indicated in art. 9.4;
 - those who have produced documentation lacking the legalisation by the competent authorities required under Art. 14 of this notice (foreign students) with the exception of the students indicated in art. 9.4;
 - those who have not completed and submitted their application online;
 - those who failed to submit the paper application in the event that the student used weak authentication when accessing the online application;
 - those who have not closed and/or sent the online application to the protocol in the case of strong authentication;
 - those who have submitted their application after the deadline according to the terms of this notice;
 - those who have not yet reached the age of majority (18 years).
 - those who are registered remotely;
 - students of foreign nationality who do not hold a residence permit for the academic year 2022/2023;
 - those who are considered commuters with the exception of students entitled to the reserves referred to in Art. 5 (a) and (c);
 - those who are considered to be resident with the exception of students entitled to the reservation referred to in Art. 5(c).



ART. 12 CAUSES OF DISQUALIFICATION

12.1 Students shall be declared ineligible if they

- a. during the period of the benefit or eligibility, have been subject to disciplinary sanctions exceeding a warning applied by the competent bodies of the university institutions;
- b. investigations carried out show that they have not correctly declared the economic/asset situation of their household and that this is relevant for the granting of benefits;
- c. have transferred to another university institution with registered office outside the Marche Region or have given up their studies (before 31 August) during the 2022/2023 academic year;
- d. have requested suspension of their studies during the academic year;
- e. are recipients of study scholarships and grants or other benefits provided for by the regulations in force, without prejudice to the option provided for by the same article. Withdrawal does not apply to students who have been awarded scholarships by national or foreign institutions to supplement the training or research activities of scholarship holders by means of stays abroad;
- f. have been expelled from the organisation's accommodation facilities for behaviour incompatible with living in communal facilities;
- g. renounce their accommodation place;
- h. incur one of the grounds for exclusion referred to in point 11 of this notice after the ranking list has been drawn up.

ART. 13 DEADLINES AND MODALITIES FOR SUBMITTING THE APPLICATION

13.1 Application Deadlines

The application for accommodation for the 2022/2023 academic year must be submitted, under penalty of exclusion from the competition, no later than **6 p.m. on 1 September 2022**, in accordance with the provisions described below.

13.2 How to submit an application

The student applying for accommodation must be in possession of an ISEE certificate, unless otherwise provided for in art. 8 of the notice if an Italian or foreign student with income earned abroad. If he/she does not have one and the deadline is approaching, they must submit the single self declaration including form MB2 - Schedule C (university benefits) provided for in art. 10 of Prime Ministerial Decree no. 159/2013. **The self declaration required (Dichiarazione Sostitutiva Unica - DSU), complete with the picture relating to benefits for the right to university study, must be submitted by the application deadline, (art. 11 paragraph 9 of Prime Ministerial Decree no. 159/2013).**

The student may, therefore, submit the application for the benefit (by 1/9/2022), even if he/she is not in possession of the ISEE certificate, by undertaking on the online application form to submit the declaration in lieu of income by the 1/9/2022 application deadline.

Applications to take part in the competition must be completed online only; the procedure for accessing the application will be indicated on the ERDIS portal.

Applications submitted in any other manner than as described below will not be considered.

Website authentication

To access the online application, you must have SPID credentials, an Electronic Identity Card (CIE), a National Services Card (CNS), or a National Services/Healthcare Card (CNS/TS). The Electronic Identity Card (CIE) can also be accessed using smart phones or tablets via the CieID app.

- **FORTE authentication via Smart-Card**

If the student has a Smart-Card reader at his disposal and is already the holder of a valid card, it is possible to authenticate him/herself via this medium.

- **Authentication via Spid**

The The Public Digital Identity System (SPID) allows different types of authentication according to the following levels of Spid itself:



- WEAK authentication with Spid level 1
- STRONG authentication with Spid level 2 and level 3

To obtain your SPID, you can refer to the site www.spid.gov.it where you can find all operational information and the list of accredited providers.

- **Authentication of international students without an Italian identity document and Spid and not resident in Italy:**

These students will be able to obtain credentials to access the online application by submitting a special request through the procedure made available on the organisation's website.

The credentials obtained will enable weak authentication of the student.

These students will then have to transmit their tax code required to use the services to ERDIS.

13.3 Depending on the type of authentication chosen, the student must:

A) 'Weak' authentication

- a) Complete and confirm the online application.
- b) Print and sign the application.
- c) Send the printout of the signed application, a photocopy of an identity document and any documentation supplementing the application by hand delivery or by registered mail with acknowledgement of receipt, within the deadline set out in the competition notice. **The date affixed by the post office of departure shall be decisive.** The student, taking into account the university institution attended, should forward the application to the following addresses referring to the relevant Erdis institution:

Competent local ERDIS center	Addresses to which the printout of the signed application with a photocopy of an identity document should be sent
ERDIS center Ancona	Vicolo della Serpe n. 1, 60121 Ancona
ERDIS center Camerino	Registered mail: Colle Paradiso, 1 - Le Mosse 62032 Camerino (MC) Manual delivery: Camerino Headquarters in Loc. Colle Paradiso, 1 – Le Mosse (MC) Ascoli Piceno Headquarters - Via Pacifici Mazzoni, 2
ERDIS center Macerata	Viale Piave n. 35, 62100 Macerata
ERDIS center Urbino	Via V. Veneto n. 45, 61029 Urbino

The manual delivery of the application at the counters of the different head offices will also be possible after booking an appointment by filling in an online form available on the organisation's website.

Students who do not have to enclose paper originals with their application may send the application digitally signed by the applicant to the following PEC address: erdis@emarche.it.

The file attached to the PEC must be the one generated by the ERDIS online application procedure. The application must be received, under penalty of exclusion from the competition, by the deadline stipulated in point 13.1.

Failure to submit and deliver the application by the deadline is a ground for exclusion from the competition.

B) 'Strong' authentication:

- a) must complete, confirm and send the application online (by clicking on the 'send to protocol' button) within the deadline set by the notice for competition;
- b) is exempt from sending the print-out of the application to the addresses listed in the previous paragraph, but must send any other required documentation within the deadline set out in the notice competition notice.

13.4 A student enrolling in the first year who has not yet made up his or her mind as to the enrolment location may submit more than one application in relation to the chosen seat.

By 3 October 2022 the student must communicate by signed declaration the actual seat and course of enrolment for the academic year 2022/2023.

This declaration must be submitted manually or sent to the relevant ERDIS office by certified e-mail or fax accompanied by a copy of an identification document.

Failing such notification, the application with the highest ID logged digitally or manually will be considered valid.

13.5 Changing the online application

It is possible to modify the application, already submitted online, within the deadline by submitting a new application. In any case, the application with the highest ID registered digitally or manually by the Office for the Right to Study within the deadline set out in this notice will be evaluated. In the case of point 13.4, the application with the highest ID submitted for each reference centre will be evaluated.

Any supplementation of the documents accompanying the application is also permitted within the deadline.

13.6 Other provisions

The receipt of successful delivery of the application issued by the Institution, even by means of the online registration procedure, does not certify the correctness and completeness of the application itself and of the related documentation; responsibility for this remains, in any case, with the declarant student. The student is personally responsible for the truthfulness and completeness of what is declared. ERDIS, therefore, declines all liability in the event of incorrect or incomplete documentation and is not obliged to report any anomalies.

13.7 A student's request to transfer the application for benefit submitted to Entities for the Right to Study in other Regions will not be taken into consideration.

ART. 14 DOCUMENTATION REQUIRED FOR PARTICIPATION IN THE COMPETITION

14.1 To access the benefits envisaged for the 2022/2023 academic year, all students with assets and income generated in Italy must be in possession of the ISEE certificate or receipt of the DSU specifically for "Benefits for the right to university study".

14.2 Foreign students - Calculation of equalised ISEE/ISPEU

Foreign students may not make use of the self-certification option, but must present the relevant documentation described below in original and hard copy format. The documentation must be issued by the competent authorities of the country where the income was produced and legalised by the Italian diplomatic authority competent for the territory.

For countries that have acceded to and ratified the Hague Convention concluded on 5 October 1961, apostille may be used instead of legalisation by the Italian Embassy.

An Italian translation conforming to the foreign text and certified by the competent Italian diplomatic or consular authority, or by an official translator, must be attached to the above documents drafted in a foreign language.

For countries where there are particular difficulties documented by the local Italian Embassy, the above-mentioned documentation may be issued by the competent foreign diplomatic or consular representations in Italy and legalised by the Prefectures.

The documentation must certify:

- a) the composition of the household with an indication of those cohabiting with the head of household on the date of application.

In the event of the death of one of the parents, the date of death must be indicated on the documents or additional documentation must be attached.

In the event of separation or divorce of the parents, a certificate attesting to this condition must be enclosed.

Appropriate documentation is also required in the case of abandonment by the parent or the pronouncement by the competent authority of the parent's removal from the family residence;

- b) the income received by each member of the household expressed in the currency of their country in the 2020 tax year; if there is no income for each member over the age of 18, this must be expressly stated in the documentation;

If there are difficulties in documenting this lack of income, additional supporting documentation must be submitted, such as, for example, a certificate attesting to unemployment status, employment as a domestic worker (housewife/husband) or student status;



- c) a description of all the real estate owned by each member of the household as at 31/12/2020 with an indication of the value defined pursuant to paragraph 3 art. 5 of Prime Ministerial Decree no. 159/13; if there are no assets for each member over the age of 18, this must be expressly specified in the documentation;
- d) the description of the movable assets consisting of the components specified in Art. 5 paragraph 4 of Prime Ministerial Decree 159/13, held abroad owned as at 31/12/2020 or the value of the average annual holding referred to the same year by each household member;
Documents relating to movable assets issued by banks and similar institutions are exempt from legalisation by the competent Italian diplomatic authority, subject to the requirement of a translation into Italian in accordance with the foreign text and certified by an official translator;
- e) photocopy of the residence permit, for the academic year 2022/2023, issued by the competent public order authority. The copy of the residence permit may be submitted later provided that it is submitted by 2/5/2023, but in this case the benefits will be granted conditionally and with the suspension of the payment of any sums of money until the document is actually delivered. If the document is not presented by 31/12/2024, the student forfeits the right to obtain any sums of money linked to the study grant, without prejudice to the revocation of the benefit in the event that the competent authority fails to issue a residence permit.

For students from EU member states, it is necessary to present the relevant documentation issued by the competent authorities of the country where the income was generated, translated into Italian, **but legalisation is not required**.

Non-EU students from particularly poor countries referred to in Ministerial Decree no. 344 of 8 April 2022 must present certification from the Italian Representation in the country of origin that the student does not belong to a family known to be of high income and high social standing. The relevant certification is made to correspond for both ISEE and ISPE indicators to euro 'zero'.

For students enrolling in the first year of all degree courses, certification that the student does not belong to a family known to be of high income and high social standing may also be issued by Italian bodies authorised to provide a guarantee of financial coverage under the current provisions on the enrolment of foreign students in Italian universities; in this case, the body issuing such certification undertakes to repay the grant on behalf of the student, if it is revoked.

For the purposes of assessing economic status for **students who have been granted stateless status or "refugee" status, "subsidiary protection" status or "temporary protection" status pursuant to the Prime Ministerial Decree of 28/3/2022**, only income and assets held in Italy are taken into account in accordance with the procedures set out in Prime Ministerial Decree 159/13, and therefore they are required to submit the single self-declaration (Dsu) for Isee purposes. These students must enclose **a copy of the certificate attesting to their status** with their application.

Students seeking international protection are required to submit the relevant official application documentation.

For these students too, only income and assets held in Italy, if any, are taken into account in accordance with the procedures set out in Prime Ministerial Decree 159/13.

If accommodation is granted, it remains suspended until refugee status is granted. Once this status has been granted, the scholarship student can start using the services associated with the scholarship (canteen and accommodation if available) free of charge.

14.3 Other documentation

Students who identify themselves in one of the conditions described below must produce:

a. Passport photos

with their online application, the student must enclose a recent passport photo in digital format with the characteristics that comply with the formal requirements set out in the Department of Public Security's note no. 400/A/2005/1501/P/23.13.27.

b. Disabled student



The disabled student must send a copy of the certificate attesting to the disability or recognition of the disabled condition pursuant to Law no. 104/1992, if it has not already been produced in previous years or has undergone a change in the percentage of disability.

c. Disabled student (compulsory only for students staying at ERDIS accommodation facilities):

the disabled student or a member of his or her family, before taking possession of the accommodation, must inspect it and make an appropriate declaration that he or she has no objection to being accommodated in the accommodation assigned and also declare how he or she intends to provide personal services on a 24-hour basis if the student is unable to do so independently. In the event that he/she detects elements incompatible with their disability status that the organisation cannot remove and does not have, as an alternative, suitable rooms to propose, the benefit cannot be granted.

d. Medical certificate (compulsory only for students staying in ERDIS accommodation):

In order to gain access to the accommodation facilities provided for in the calls for applications, students must present a medical certificate dated no earlier than 15 days, showing that the student has no symptoms of contagious diseases or any illnesses that are dangerous for communal living. The student may not be placed in the accommodation and therefore may not take possession of the bed if he/she has not handed in the aforementioned certificate.

e. Identification document

Students with weak authentication who have sent a printout of their application must enclose a photocopy of their ID.

14.4 Regularity and completeness of the documentation submitted

Students are responsible for submitting a complete set of the documents which must be compliant and in line with the instructions of the calls for applications and the right to university study.

ERDIS reserves the right to check the documents submitted by candidates at any time and to have additional documents submitted at a later date.

ART. 15 PUBLICATION OF RANKINGS

15.1 The provisional rankings for the competition for the academic year 2022/2023 are approved by the Director indicatively by 15 September 2022 and the allocation of accommodation can be made in the days immediately following.

The outcome of the competition will be announced to all interested students by means of a special notice on www.erdiss.it and will be available in the student's private area.

15.2 Within the strict deadline (under penalty of forfeiture of the benefit) of five days from the date of publication of the notice referred to in point 15.1 on the organisation's website, the student nominated as a winner must communicate acceptance of the place exclusively by filling in and sending the form (available online) specially prepared and available in their reserved area.

The date of publication of the notice on the Institution's website shall be the date of commencement of the period allowed for acceptance of the post and for all other legal purposes.

By acceptance, the non-bursary winning student undertakes to pay the tuition fees with effect from the date of allocation of the place.

15.3 Successful students will subsequently be notified of the allocation date.

All students are required to present the following compulsory documentation when they actually enter the accommodation facility on the specified date:

- a medical certificate, dated no earlier than 15 days, showing that the student has no symptoms referable to contagious diseases or any illnesses that are dangerous to cohabitation; the cost of the certificate is borne entirely by the student.



The student may not be placed in the accommodation and therefore may not take possession of the bed if he/she has not handed in the aforementioned certificate.

- Students who do not already have the amount of any deposit paid in previous years on deposit with the Institution's coffers must also present the receipt for the payment of the deposit of €100.00 for any damage caused to the facility and/or to the property they have been given, for loss of keys or failure to return keys, for late or non-payment of tuition fees, for the return of any money.

Details on payment methods will be made available on the ERDIS website.

The deposit will be refunded, for those who are eligible and if they are no longer allocated a bed, at the beginning of the following academic year (October 2023).

Upon entering the accommodation, the student may be asked to complete a questionnaire/triage regarding their health condition.

15.4 Students who do not take possession of the room by collecting the key by the date specified in the allocation notice sent by ERDIS will be considered forfeited. Any beds that become free will be considered by the institution as part of its overall availability and used for subsequent allocations to other students. Any requests for accommodation from students who have not taken possession by the above-mentioned deadlines may only be considered again if there are still vacancies after all the rankings have been exhausted.

15.5 Students who will be provisionally allocated accommodation on the basis of provisional rankings, in the event that they lose the right to benefit as a result of the settled rankings, will release the accommodation by paying the fees for the period spent according to the rates set out in the following point.

15.6 A student who has been awarded a scholarship in the provisional ranking and who is subsequently excluded from the scholarship in the definitive ranking, will be charged the fees established by art. 5, point 7 of the three-year plan of the Marche Region 2020 - 2023, as amended and supplemented.

15.7 A student who, at the time of the allocation of accommodation, is found to be in arrears, for accommodation fees or otherwise, will have said allocation suspended; the student will be able to use the accommodation after proving that the arrears have been settled and on condition that there are vacancies in the accommodation facilities. Students authorised by the institution to pay their past debts in instalments are excluded from suspension.

ART. 16 APPLICATIONS FOR REVIEW AND ORGANIZED ACCOMMODATION RANKINGS

16.1 Applications for Review

No later than the **fifth day** following the date of publication on the site of the notice referred to in Art. 15.1 excluded students may submit **a duly motivated and/or documented petition for review**; the aforementioned duly signed petition must be submitted manually or sent to the relevant ERDIS office by certified e-mail or by mail or fax accompanied by a copy of an identification document. Requests for review will be accepted or rejected by decision of the director of the organisation, which will also take into account any waivers of the benefit. If the appeal is successful, the position will be determined with the approval of the organized rankings.

16.2 Notice of the approval of the settled lists will be posted on the ERDIS website.

The results of the competition will be published in the students' private area

Students appointed as winners following the "organized" rankings within the strict deadline (under penalty of disqualification) of five days from the date of publication of the notice on the website, must proceed to accept the place in the same way as described in point 15.

Subsequently, the winning students will be notified of the date of their allocation.

When actually entering the accommodation on the agreed date, the student must present the same documentation as indicated in art. 15.

The same rules as set out in Art. 15 for a student who does not present themselves for bed allocation by the date communicated for actual entry into the facility.

ART. 17 APPLICATIONS SUBMITTED AFTER THE DEADLINES LAID DOWN IN ART. 13

17.1 Students who, for the academic year 2022/2023, enrol in courses of study activated by the university institutions referred to in Art. 2 of this notice who did not submit an application within the deadline set out in art. 13.1 **and those who, despite having applied within the deadline, consider that their application is flawed**, may apply for the grant of the scholarship and accommodation service after this deadline and in any case by **13/9/2022**.

In cases of necessity and urgency, the Director may extend the above-mentioned time limit by his own act. Scholarship and accommodation service rankings will only be drawn up if the conditions and priorities set out in art. 18 of the scholarship announcement approved by ERDIS for the academic year 2022/2023.

17.2 Students who have already been assessed as eligible or successful in previous rankings will be declared ineligible.

17.3 There are further substantial differences to be taken into account as listed below:

- a) Art. 13.2: The automatic protocol procedure is active until 6 p.m. on 13 September 2022;
- b) Art. 13.3: The application must be received no later than 6.00 p.m. on 13 September 2022;
- d) Art. 16.1: Any requests for review may be submitted within 5 days after the publication of the notice of the competition results on the website;
- e) Art. 16.1: Scholarship winner students who were unable to be allocated accommodation after publication of the rankings and who have concluded a rental contract for a continuous period of no less than 10 months must submit a copy of this contract by 21 December 2022.

ART. 18 MONTHLY RATES FOR ACCOMMODATION SERVICE

18.1 Scholarship winners receive and use the service as a contribution to their scholarship.

The monthly rates of the housing service for the academic year 2022/2023, **valid and applicable from 1 October 2022 to the end of September 2023**, reserved for paying students, are determined as follows:

- a. for students with Isee equal to or less than € 23,000.00 and Ispe equal to or less than € 50,000.00, and enrolled for up to one supplementary year, the rate applied will be **€ 180.00** for a bed/month in a double/triple room and **€ 190.00** for a bed/month in a single room;
- b. All other students will be charged **€ 197.00** for a bed/month in a double/triple room and **€ 210.00** for a bed/month in a single room.

Reduced student rate art. 18(a) of the notice		Normal student rate art. 18 letter b) of the notice	
single	double/triple	single	double/triple
Euro 190.00	Euro 180.00	Euro 210.00	Euro 197.00

18.2 For scholarship students who find themselves in conditions of particular hardship, the Director is empowered to establish a different fee, even lower than that of art. 18.1 for the additional month of August 2023.



ART. 19 PERIODS OF OPERATION OF THE ACCOMMODATION SERVICE AND RULES FOR STUDENTS

19.1 The opening period of the accommodation service runs **from 1 to 7 October 2022** according to the needs of the different territories.

For special needs related to the early start of teaching activities, the Director may, by their own decision, allow the accommodation service to be opened earlier, starting from mid-September.

Bursary-winning students who are assigned a place in the organisation's accommodation facilities will be granted accommodation for a period of ten months, normally starting in October 2022. The Director of ERDIS will establish the opening day of the service and the period of use of the tenth month by their own act, taking into account the academic calendar of the individual university institutions.

Students awarded a scholarship for the last semester will be granted accommodation for a period of six months starting normally in October 2022.

After the ten-month or six-month free-of-charge period, the above-mentioned grant-winners may continue to occupy accommodation in the facilities upon payment of the relevant fees indicated in Art. 18.

19.2 An act of the Director shall establish the timetable for the use of the service during the academic year, providing for possible periods of closure of certain facilities for the various holidays.

There are no reductions or discounts in the payment of fees for these periods.

19.3 In the event of unforeseeable needs of the Institution, facilities may be closed during the course of the year with the need to move the student guests to another residence.

19.4 The assignee of paid accommodation is obliged to pay the monthly fees until July 2023, **unless he/she returns the bed for the reasons indicated below that exempt him/her from paying the fees for the months following the date of return:**

- graduation
- revocation or renunciation of the scholarship
- transfer to another university institution
- renunciation of studies
- suspension of studies
- participation in international mobility programmes
- attendance at internships or apprenticeships outside the municipality where the course of study is held
- employment (also seasonal)
- serious personal or family problems
- other duly documented cases

19.4 bis Erdis will host the participants in the National University Championships to be held in Camerino in May or June 2023 in its own accommodation facilities in Camerino, therefore guests in the halls of residence involved, as defined by provision of the competent Director, must vacate their beds for the necessary period specified in the same provision.

Non-resident scholarship holders involved in travel may request to receive the cash equivalent of the accommodation service for the period in question, in lieu of another bed, which the institution will in any case be obliged to guarantee.

On the other hand, students with a paid bed will be exempt from paying tuition fees for the same period.

ART. 20 VERIFICATION OF REGISTRATION AND FULFILMENT OF MERIT REQUIREMENTS

20.1 With regard to the checks on enrolment for the academic year 2022/2023 and actual possession of the merit requirement, the provisions contained in the Announcement of Scholarship Competition for the academic year 2022/2023 approved by ERDIS shall apply.

ART. 21 ASCERTAINMENT OF ECONOMIC CONDITIONS AND SANCTIONS



21.1 With regard to the checks and administrative sanctions to be applied to students who have submitted untruthful declarations on their financial status, reference is made to the provisions of the Announcement of Scholarship Competition for the academic year 2022/2023 approved by ERDIS.

ART. 22 LOCAL STUDENT CENTERS

22.1 Students may contact any ERDIS office to obtain general information on calls for applications or to submit applications, while for more specific information on the use of the service they should contact the respective ERDIS territorial offices

- Students enrolled at the Marche Polytechnic University, the "Poliarte" Institute of Ancona, the Advanced School of Linguistic Mediation in Ancona and the Advanced School of Linguistic Mediation in Fermo may apply to the local center in Ancona in Vicolo della Serpe 1 - 60121 Ancona, unless an agreement is signed with the Marche Region.
- Students enrolled at the University of Camerino Via Le Mosse, Colle Paradiso 1 - 62032 Camerino (Mc) may apply to the local center in Camerino; at the connected campus in Ascoli Piceno Via Pacifici Mazzoni n. 2 - 63100 Ascoli Piceno (Ap), students attending the course at the Ascoli Piceno and San Benedetto del Tronto campuses may apply.
- Students enrolled at the University of Macerata, the Macerata Academy of Fine Arts and the State Music Conservatory 'G. B. Pergolesi in Fermo can refer to the local center in Macerata Viale Piave no. 35 - 62100 Macerata.
- Students enrolled at the University "Carlo Bo" of Urbino, at the Academy of Fine Arts of Urbino, at the Isia of Urbino and at the Conservatorio "G. Rossini" To the Territorial Presidium of Urbino Via V. Veneto n. in Pesaro can refer to the local center in Urbino Via V. Veneto no. 45 - 61029 .

ART. 23 ACCOMMODATION PLACES TO BE ALLOCATED TO INTERNATIONAL STUDENTS

23.1 Students participating in international programmes must take possession of their allocated accommodation within the first month of their stay and notify the Institution in writing, at least one month in advance, of any request to extend their stay. The allocations will be made in accordance with Section 5.4. In the event of a shortage of places, ranking will be drawn up in ascending order according to the date of application.

ART. 24 INFORMATION PURSUANT TO ART. 13 OF EU REGULATION 2016/679

The General Data Protection Regulation (EU Regulation 2016/679 of the European Parliament and Council of 27 April 2016) hereinafter also referred to as the 'GDPR' on the protection of individuals with regard to the processing of personal data, provides for the protection of individuals with regard to the processing of personal data as a fundamental right.

Pursuant to Art. 13 of the GDPR the personal data provided to ERDIS Marche - Ente regionale per il diritto allo studio universitario - will be processed for institutional purposes only.

Data controller and DPO

The data controller is ERDIS Marche - Ente Regionale Diritto allo Studio - in the person of the legal representative's delegate, the Director General. The contact details of the data controller are:

Address: Via Tiziano n.44 - 61025 Ancona (AN) - Italy - Telephone: 0722 351970

email: privacy@erdis.it; Pec: erdis@emarche.it tel: 0722 35191

The Data Protection Officer (DPO) is Ing. Mauro Raimondi. The contact details of the DPO are:

Address: Via V. Veneto, 43 – 61029 Urbino (PU) - Italy - Telefono: 0722 351970

email: rpd@erdis.it; Pec: erdis@emarche.it Tel. 0722 305234

Type of data processed

Personal data - any information relating to an identified or identifiable natural person ('data subject'), i.e. one who can be identified directly or indirectly by an identifier such as a name, identification number, location



data, an online identifier or one or more characteristic elements of his or her physical, physiological, genetic, mental, economic, cultural or social identity (Art. 4 para. 1 no. 1 of the GDPR)

Category of special data - such as racial and ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, data concerning a person's health, sex life or sexual orientation (Art. 9 of the GDPR)

Purpose of processing and legal basis

in compliance with the principles of lawfulness, fairness, transparency, appropriateness, relevance and necessity set out in Art. 5(1) of Regulation (EU) 2016/679 ERDIS, as Data Controller, will process personal data exclusively for the purposes related to the performance of the institutional tasks of public interest vested in the Data Controller.

In particular, the above-mentioned data will be collected and processed manually, on paper and in computerised form, by means of their inclusion in paper and/or computer files for the pursuit of a set of operations, carried out by electronic and automated means, referred to in Regional Law no. 4/2017, in particular for the following purposes:

- a) drawing up of the rankings for the allocation of scholarships and university accommodation as per D.P.C.M. of 9 April 2001 and Legislative Decree no. 68 of 29 March 2012 and subsequent granting of the relevant benefits.
- b) provision of other contributions, facilities and services related to the right to university study;
- c) ERDIS identification card issued;
- d) statistics and historical and scientific research, on aggregated or anonymous data, without the possibility of identifying the user.
- e) Compliance with legally binding requests to fulfil a legal obligation, regulations or court orders, as well as to defend a right in court ERDIS may also process data to fulfil a legal obligation and/or to defend a right in court.

In connection with the above-mentioned purposes, processing may be carried out manually, on paper and also with the aid of electronic or otherwise automated means. Data are collected and processed in special document files/servers. ERDIS will take all measures to promptly rectify data that are inaccurate with respect to the purposes of processing. Personal data are processed using appropriate technical and organisational security measures in accordance with Art. 32 of the EU Regulation so as to ensure a level of security appropriate to the risk by minimising the risks of destruction or loss, unauthorised access or processing not in accordance with the purposes of collection. Personal data are not subject to automated decision-making or profiling.

Data categories for the evaluation of economic requirements

Pursuant to art. 14 of the GDPR we inform you that for the purposes indicated under letters a) and b) and in order to assess the possession of the necessary economic requirements, ERDIS will have to acquire the ISEU value, the composition of the household unit, as well as all the information provided in the DSU, provided that it is relevant and not excessive for the same purpose, directly from the INPS database in application of the D.P.C.M. 5 December 2013, no. 159.

Particular categories of data

For the above-mentioned processing purposes, in specific situations, particular categories of data may be collected and processed, subject to the explicit consent given in the benefit application, such as - racial and ethnic origin (for non-EU citizens, and for refugee status); - health status (in case of pregnancy or for disabled students); - judicial data (for users and detained students); - sexual life (for possible rectification of sex attribution).

Categories of data recipients and possible data transfer

The data processed for the above purposes will be communicated or will in any case be accessible to the employees and collaborators assigned to the competent offices of ERDIS, who, in their capacity as data protection contact persons and/or system administrators and/or data processors, will be adequately instructed by the data controller for this purpose.

ERDIS may also disclose the personal data it holds to other public administrations if they have to process the same for any procedures falling within their own institutional competence, as well as to all those public entities to which, if the relevant prerequisites are met, disclosure is compulsorily provided for by Community provisions, laws or regulations, as well as to insurance companies for any accident cases.

The data may be communicated to the Marche Region, to the University of Studies, to AFAM Institutions, to other University Institutions, to INPS, to the Inland Revenue Agency, to the Ministry of Education, University and Research, to the Ministry of the Interior, to the Ministry of Defence, to the National Association for the

Right to University Studies (Andisu), as well as to other public and/or private entities for control, statistical or research purposes or necessary for the preparation of the ERDIS identification card.

Personal data may also be disclosed to public administrations and public or private companies where activities necessary to support the provision of services may take place.

ERDIS avails itself of the support of external suppliers for the provision of certain services necessary for technical-administrative management, who may become aware of students' personal data for the sole purpose of the requested service.

The management and storage of the personal data collected by ERDIS takes place on servers located within the local centers and/or on external servers of suppliers of certain services required for the technical-administrative management that may come to know the personal data of the persons concerned solely for the purposes of the service requested.

The data collected, for the pursuit of any of the above institutional purposes and with the express consent of the data subject, may have to be transferred to a country outside the European Union (so called third country).

Personal data will not be subject to dissemination.

Data retention period

Personal data relating to the registry will be stored indefinitely, taking into account the archiving obligations imposed by current legislation. Other data collected for the use of services and for communications will be retained for the time period stipulated by current legislation or ERDIS regulations.

Rights of the data subject

The data subject has the right to request the following from ERDIS, as Data Controller, in accordance with Articles 15, 16, 17, 18, 19 and 21 of the GDPR:

- access to one's personal data and to all the information referred to in Article 15 of the GDPR;
- the rectification of inaccurate personal data and the integration of incomplete data;
- the deletion of one's own data, except for those contained in documents that must be compulsorily kept by ERDIS and unless there is an overriding legitimate reason to proceed with the processing;
- limitation of processing in the cases referred to in Article 18 of the GDPR.
- The data subject also has the right:
 - to object to the processing of their personal data, subject to the provisions concerning the necessity and obligatory nature of data processing in order to benefit from the services offered;
 - to revoke any consent given for non-compulsory data processing, without thereby affecting the lawfulness of the processing based on the consent given before revocation.

Withdrawal of consent may only be exercised for optional processing.

Methods of exercising rights

The data subject may exercise all the above rights by sending an e-mail to the Data Protection Officer at the following e-mail address: rp@erdis.it or at the Pec address: erdis@emarche.it

Complaint

The data subject is also entitled to lodge a complaint with the Data Protection Authority pursuant to Art. 77 of the GDPR.

Obligation to provide data

The person concerned is obliged to provide the personal data requested, any refusal or request for cancellation or opposition or restriction of processing will result in exclusion from the competitions and the impossibility of using the services requested.

Compliance with GDPR principles

In addition to what is indicated in the text of the individual information notice, it is ensured that all processing will be based on the principles laid down in the GDPR, with particular regard to the lawfulness, correctness and transparency of the processing, the use of data for specified, explicit, legitimate purposes, in a manner relevant to the processing, respecting the principles of data minimisation, accuracy, limitation of storage, integrity and confidentiality, accountability (Art. 5 of the Regulation).

ART. 25 PERSON IN CHARGE OF THE PROCEDURE

The officials in charge of the "Right to Education" organisational positions, each according to their area of responsibility, are appointed as accommodation service managers.

ART. 26 REFERRAL REGULATION

For all matters not expressly provided for herein, please refer to the Announcement of Scholarships for the academic year 2022/2023 approved by this Body, the Regional Plan for the right to study for the three-year period 2020 - 2023 approved by resolution no. 113 of 30/6/2020 of the Marche Regional Council and subsequent amendments and additions, to the resolution of the Marche Regional Council approving the Regional Programme for the right to study for the academic year 2022/2023, to Regional Law no. 4 of 20/2/2017, to Legislative Decree no. 68 of 29/03/2012, to the Prime Ministerial Decree of 09/04/2001 "Uniformity of treatment in the right to university studies" to Ministerial Decree no. 1320 of 17/12/2021 and Mur circular no. 13676 of 11/5/2022.

In the event that regional or state measures are subsequently approved that lay down different rules to the provisions of this notice, the Director General is authorised to issue his own measure that allows the notice to be brought fully into line with the aforementioned regulations.