

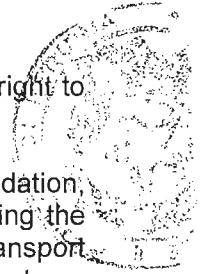


CALL FOR APPLICATIONS RIGHT TO EDUCATION 2019/2020



Dear student,

Through DiSCo, the Lazio Region is continuing its commitment to making the right to education effective and more inclusive in our Region.



What you are about to read is the Call for the awarding of scholarships, allocating accommodation, Erasmus contributions and degree bonuses for the 2019/2020 academic year. However, during the year, we will publish other Calls for the allocation of books or contributions towards rental fees, transport costs and other useful contributions that may ensure the right to education for commuting students on www.laziodisco.it.

This is DiSCo's concrete commitment which, thanks to the resources from the European Social Fund, has allowed us to award more than 22,000 scholarships last year alone, eliminating the regrettable number of qualified non-conferees.

The yearly allocation of more than 2,500 beds, 1,402 rent contributions, the supply of approximately 1,000,000 low-cost meals and "minor" benefits to thousands of students should not be overlooked.

As you may know, the Lazio Region has been expanding the concept of "the right to education" in the past five years, by organising all of its interventions for year people, for the purpose of creating a system that offers ideal support to students from the moment they enter university to when they enter the workforce.

Furthermore, as part of the changes introduced by the Regional Law of 27 July 2018, no. 6, "Provisions for the recognition and support of the right to education and the promotion of knowledge in the Region", which has completely reshaped the Authority, particular attention has been given to the Regional Counsel for the right to education and the promotion of knowledge. This is an important change that re-establishes the way students participate in the definition, implementation and verification of the Authority's policies.

The following are some free, complementary services that you can benefit from:

Be back soon: thanks to the Lazio Region, I leave, I grow and I return

Over four years, thanks to a pioneering use of the ESF Funds, more than 6,800 students between the ages of 18 and 35 years have been able to combine "the dream" of travelling and the "solidity" of education in companies and universities around the world. Upon returning, their new "knowledge" has been shared with Lazio's workforce, in turn reducing the disparity between labour supply and demand. If you are interested in this experience, you can find all of the information at <http://www.tornosubito.laziodisco.it/>.

Porta Futuro Lazio: better understanding the job market

Many services are free of charge and available immediately:

- more than 40 different types of training courses for developing your skills (soft and hard skills);
- career guidance and skills assessment;
- meetings with companies and software.

Approximately 44,000 citizens have already used this service and awarded its quality and usefulness with a score of 4.7 out of 5.

You will find the schedule for courses and meetings with companies at www.portafuturo lazio.it.

Do you love music, theatre or multiple media? Are you interested in books or live shows?

In 2018, the Moby Dick, Officina Pasolini, Casal Bertone, Viterbo and Cassino cultural hubs hosted approximately book presentations and other activities about the job market, free training and the development of the territory. In fact, these spaces are designed for a community – a community that is young, but not only young – that can disseminate the culture and services connected to it in every manner possible. All of the appointments can be found in the events section of <http://www.laziodisco.it>.

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SECTION 1

General principles, interventions and classification of the target audiences



Article 1 General principles

DiSCo regulates access to benefits on a competitive basis for the 2019/2020 academic year, in accordance with the provisions of the Prime Ministerial Decree of 9 April 2001, "Standard of treatment on the right to university education, in accordance with Article 4 of the Law of 2 December 1991, no. 390", Legislative Decree 29 March 2012, no. 68, "Revision of the principal legislation regarding the right to education and the development of legally recognised universities, through the implementation of the delegation established in Article 5, paragraph 1, section a), second sentence and section d) of the Law of 30 December 2010, no. 240, and according to the principles and criteria established in paragraph 3, section f) and paragraph 6", as well as national and regional legislation regarding the right to education. DiSCo is the regional body responsible for the right to education and the promotion of knowledge, as established by Regional law no. 6 of 27 July 2018.

Article 2 Definitions

For the purposes of this call, we use the following definitions:

- a) **university**: the university institutions listed in Annex A and any other state or non-state universities, university institutes and institutes for artistic, musical or dance culture that are based in the Lazio region, which issue legally recognised degrees;
- b) **students**: the individual who enrolls in courses at the universities listed in the previous point;
- c) **conferee**: a student with the merit and income required by this call, who is among the conferees following the publication of the relevant list of qualified students;
- d) **qualified non-conferee**: a student who is not among the conferees following the publication or the relevant list of qualified students due to a lack of availability, despite having the merit and income required.
- e) **first-year students**: students who enrol in the first year of a course (three-year degree, one-year master's degree, specialist degree, school for specialisation, doctorate course, etc.);
- f) **students enrolled in subsequent years**: students enrolled in a year after the first;
- g) **disabled students**: students with a disability recognised in Italy of no less than 66%¹, or whose disability is recognised in accordance with Article 3, paragraph 3 of the Law of 5 February 1992, no. 104;
- h) **local student**: students who reside in the Municipality where their university course takes place, and students enrolled in distance-learning universities;
- i) **commuter students**: students who reside in the Municipalities indicated in Annex B of this call or, otherwise, within 50 kilometres of the university where their course takes place;
- l) **non-resident students**: students who reside in regions other than Lazio or the municipalities indicated in Annex C of this call or, otherwise, more than 50 kilometres from the Municipality in which their university course takes place;
- m) **calculated commuters**: students who do not produce a regular rental agreement, for a minimum of 10 months, in the municipality where the course takes place, through public residential buildings or other private accommodation or bodies, despite having the characteristics required for non-resident students;
- n) **application form**: all of the sections, in digital format, used by students to request benefits and/or services;
- o) **system**: the coordinated and integrated collection of programmes and procedures that allow applications for competition-based benefits to be acquired, the acquired data to be verified and the results to be processed.

Article 3 Competition-based benefits and services



3.1 Scholarships

In order to encourage capable and deserving university students who do not have the means, DiSCo provides a scholarship for enrolling in degree courses, within the limits of the available funds.

The maximum sums have been established as follows²:

- Euro 1,971.89 for local students;
- Euro 2,884.09 for commuter students;
- Euro 5,231.58 for non-resident students

3.2 Accommodation

In order to reduce difficulties relating to distance from the place of study and encourage attendance of university courses, DiSCo allocates accommodation in its properties, within the limits of availability, for a period no greater than 10 months and, furthermore, no later than 31 July 2020. Only non-resident students who are enrolled in a University based in Lazio may apply for accommodation.

3.3 Contributions for international mobility

Students who receive a DiSCo scholarship and who are enrolled in a university in Lazio, including those enrolled in doctorate courses, are entitled to integrate their scholarships in order to participate in international exchange programmes, where funds are available. This is valid one time per degree cycle.

3.4 Degree bonus

Students who are conferred scholarships³ for the 2018/2019 academic year, and who are enrolled in degree courses in either of the new systems, may receive a supplementary fee equal to 50% of the scholarship obtained in the academic reference year for the degree, when obtaining a three-year degree, a second-level specialist degree or a one-year specialist/master's degree. The benefit can only be provided for a single cycle of study.

For disabled students, the right to benefit from the degree bonus is determined if they obtain the degree within the first supplementary year.

The right to the degree bonus is based on the availability of funds, which are allocated annually. Where requests exceed the allocated fund, the benefit will be allocated based on a ranking, which will be prepared by considering the highest degree mark and, where marks are equal, the lower value on the financial situation index as declared when last applying for a scholarship.

Art.4 Target audiences for benefits

Benefits may be obtained by Italian students and foreign students from States belonging to the European Union and overseas students, in accordance with the Presidential Decree of 31 August 1999, no. 394, which was implemented by the Legislative Decree of 25 July 1998, no. 286, who have enrolled in universities that are based in the Lazio region.

Participation is open to students who in enrol in established courses of the following kind:

a) through ministerial decree no. 509/1999 (new system)

- three-year degree;
- specialist degree;
- one-year specialist or master's degree;
- specialist schools, except students in the medical field who are in receipt of scholarships, workplace training contracts or other remunerations and benefits⁴;

b) through ministerial decree no. 270/2004 (newest system)

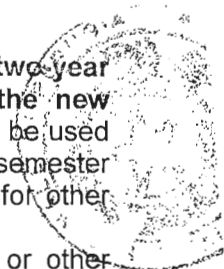
- degree course;
- master's degree;
- a unified master's degree;

c) doctorate research, except students who are in receipt of scholarships or other contributions from the University or other Institutions.

Article 5 Duration of the benefits

Benefits are conferred for reaching each of the levels listed below in a course of study for the first time:

- a) **degree courses or first-level three-year degree, second-level or master's two-year specialist degree or one-year/master's/unified specialist degree, including the new system degrees in post-graduate artistic or musical education:** the benefits may be used for the legal duration of the courses, starting from the first year of enrolment, plus one semester for the scholarship competition (equal to 50% of the amount); plus two semesters for other competitions;
- b) **doctoral research courses**, except students who are in receipt of scholarships or other contributions from the university or other public or private Institutions: the benefits may be used for the legal duration of the course, starting from the first year of enrolment;
- c) **specialisation courses⁵**, except for students in the medical field who are in receipt of scholarships, workplace training contracts or other remunerations and benefits: the benefits may be used for the legal duration of the course, starting from the first year of enrolment;
- d) **courses in post-graduate art and music institutions under the old degree system** (exams instead of credits): the benefits may be used for the legal duration of the courses under the educational system, starting from the first year of enrolment.



Students who are already in possession of a three-year degree, who enrol in a single-cycle degree course, may only receive benefits from this call for the difference between the number of years taken to receive the obtained degree and the number of years for which benefits are recognised in the single-cycle degree course (starting from the first year of enrolment).

SECTION 2

Merit requirements and related documentation

Article 6 Determining the merit requirement

The enrolment year is calculated by taking into account the academic year in which the student was first enrolled in a course, as specified below:

Table no. 1 – Calculating the enrolment year

| Course | First year of enrolment |
|---|--|
| - First-level, three-year degree - Single-cycle specialist/master's degree | The academic year is the one in which one first matriculates and/or enrolls themselves in any University in Italy, after obtaining a secondary school diploma. |
| - Second-level specialist degree - Master's degree | The academic year, after one obtains a three-year degree, in which one first matriculates and/or enrolls themselves in any University in Italy. |
| - Specialist school - Research doctorate | The academic year in which one matriculates and/or enrolls themselves in this type of course/activity in any University in Italy. |

Students who meet the merit requirements indicated below are eligible for these benefits/services:

6.1 First-year students

Students who are enrolled in the first year of a first-level, three-year degree, a specialist degree or a single-cycle specialist/master's degree, including three-year courses in the new system that have been established in the Academies/Conservatories/Higher-level Institutes, and who are enrolled for the 2019/2020 academic year, shall obtain the benefits on a provisional basis, based on the requirements regarding their financial situation. The merit requirements are evaluated after the fact, with reference to the different courses of study.

Those who meet the merit requirements by 10 August 2020 will receive the entire amount of the scholarship, after their credits have been verified by the university's secretaries.

Those who acquire the 20 credits after 10 August 2020, but before 30 November 2020, will receive only half of the total amount of the scholarship (first instalment).

The scholarship and other benefits shall be revoked if the student does not obtain the 20 credits by 30 November 2020.

For students who are enrolled in single-cycle specialist degrees in Pharmacy, Chemistry and pharmaceutical technologies and Architectural Engineering at the Sapienza University of Rome,

the balance of the scholarship shall be paid when 15 credits have been obtained by 10 August 2020, after their credits have been verified by the university's secretaries. The scholarship and other benefits shall be revoked if the student has not obtained the 15 credits by 30 November 2020.

For students who are enrolled in specialist courses, except for those in the field of medicine under Legislative Decree no. 368/1999, or a research doctorate, except for those who are conferred scholarships in accordance with Ministerial Decree no. 224/1999, the entire scholarship and other benefits are revoked if the student is not admitted to the second year.

Extensions

Under the following exceptional circumstances, the terms for obtaining the merit requirements for first-year students may be extended by three months, but only for the purpose of confirming one's entitlement to a scholarship for the 2019/2020 academic year:

- a) tragic events linked to members of the family declared in the online form;
- b) hospitalisation of the scholarship applicant for at least ten days;
- c) the birth of a child;
- d) events that could be classified as natural disasters.

The request for a duly documented extension must be made to DiSCo before the deadline that has been established for obtaining the merit requirements for this call. Acceptance of the request is subject to a binding evaluation at the discretion of the awarding body.

Should the request be accepted, the student must inform us of the achievement of the merit requirements within 15 days of the end of the extension offered; otherwise, the benefit will be voided.

6.2 Students enrolled after the first year

Merit requirements are assessed based on the total number of credits/exams taken and regularly recorded between the time of enrolment and 10 August 2019.

The minimum requirements for receiving the benefits referred to in this call are indicated in Table 2, which follows.

Table 2 – Number of credits to be acquired

| 2019/2020 course year | Three-year degree courses | Single-cycle specialist degree courses | Two-year specialist or master's degree courses |
|-------------------------------------|---------------------------|--|--|
| 2° | 25 | 25 | 30 |
| 3° | 80 | 80 | - |
| 4° | - | 135 | - |
| 5° | - | 190 | - |
| First supplementary year | 135 | 245 | 80 |
| 6° (Medicine) | - | 245 | - |
| First supplementary year (Medicine) | - | 300 | - |

The following also contribute to the achievement of the merit requirements:

- 1) **credits obtained through attending labs, work placements and training activities, including any credits acquired for the gradual passing of integrated exams.** The total of these credits must be declared in the specific field on the online form and must be added to credits from exams. The certification of the aforementioned credits, which are issued by the university secretary, must be attached to the application.
- 2) **credits deriving from internships.** The recognition of partial credits obtained in the 2018/2019 academic year, which are calculated as of 10 August 2019, are subject to passing the final exam that must be completed by 31 October 2019, except where the interested party states that they are unable to sit the final exam for reasons that can be attributed to the university. In this case, the student must still sit and pass the final exam before the first call.
The certificate regarding the passing of the final internship exam must be submitted online using a PIN.
Failure to pass the exam shall lead to the forfeiture of the declared internship credits. As a result, the student must inform their territorial district in a timely manner, in order to avoid incurring penalties for those who provide false declarations.
- 3) **credits deriving from qualifications.** These credits must be counted along with those deriving from exams, and do not need to be certified or documented. For the purposes of conferring benefits, only credits/exams that are established within the educational field relating to each degree course shall be considered valid. Therefore, credits/exams in excess of this, which were taken as part of one's personal education, cannot be assessed as part of the competition for this call.

Unmarried students with children

The merit requirements for this call are reduced by 10% for unmarried students with children under the age of three.

Special circumstances

Students enrolled after the first year in the courses indicated below must have obtained the number of credits listed in Table 3 (which follows) by 10 August 2019 and be accepted at the level relating to the course year for which the credits are required.

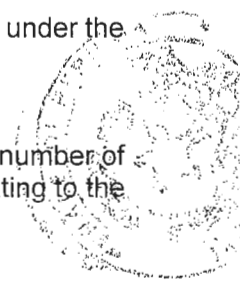


Table 3 – Number of credits to be acquired per course year – Special circumstances

| University | Faculty | Course type | Course | Course year | No. of credits |
|--|---|---|---------------------------|------------------------|----------------|
| Sapienza | Pharmacy | Single-cycle specialist degree (Ministerial decree 509) | Pharmacy | 2° | 20 |
| | | | | 3° | 60 |
| | | | | 4° | 108 |
| | | | | 5° | 154 |
| | | | | 1st supplementary year | 245 |
| | | | CTF. | 2° | 17 |
| | | | | 3° | 60 |
| | | | | 4° | 107 |
| | | | | 5° | 157 |
| | | | | 1st supplementary year | 245 |
| | Engineering | Single-cycle specialist degree (Ministerial decree 509) | Architectural engineering | 2° | 20 |
| | | | | 3° | 68 |
| | | | | 4° | 124 |
| | | | | 5° | 170 |
| | | | | 1st supplementary year | 245 |
| Physical and natural mathematical sciences | Two-year specialist degree (Ministerial decree 509) | Astronomy and astrophysics | 1st supplementary year | 63 | |
| | | Physics | 1st supplementary year | 58 | |
| | | Chemistry | 1st supplementary year | 48 | |
| LUISS | All faculties | Three-year degree | All courses | 2° | 31 |
| | | | | 3° | 100 |
| | | | | 1st supplementary year | 155 |
| | All faculties | Single-cycle specialist/master's degree | All courses | 2° | 31 |
| | | | | 3° | 100 |
| | | | | 4° | 168 |
| | | | | 5° | 230 |
| | | | | 1st supplementary year | 265 |
| | All faculties | Two-year/master's specialist degree | All courses | 2° | 38 |
| 1st supplementary year | | | | 90 | |

6.3 Students enrolled in training courses as per Ministerial Decree 616/17

Students enrolled in universities in the Lazio region, who are simultaneously enrolled in training courses as per Ministerial decree 616/17, may apply for benefits, in accordance with the merit and income requirements.

6.4 Extensions

In exceptional cases, in cases that cannot be attributed to the students, DiSCo shall oversee any extensions for acquiring the merit requirements, as a result of universities not ensuring the opportunity to submit an appeal.

Article 7 Determining the merit requirement for disabled students

A more favourable merit requirement is reported for disabled students with a level of disability that is recognised in Italy as no less than 66%⁶, or recognition of the disability in accordance with Article 3, paragraph 3 of the Law of 5 February 1992. The established income requirement is still valid.

Students enrolled in degree courses in either of the new systems

For students enrolled in courses that have been established in order to implement the provisions of Ministerial decree no. 509/1999 and Ministerial Decree no. 270/2004, the benefits are conferred when

one reaches, for the first time, each of the levels in first-level three-year degree courses, single-cycle specialist/master's degree courses or second-level specialist degrees, with the following conditions:

- for a period equal to nine semesters for first-level degree courses, starting from the year of enrolment;
- for a period of seven semesters for second-level specialist degree courses, starting from the year of enrolment;
- for a period of thirteen semesters for single-cycle specialist/master's degree courses, starting from the year of enrolment;
- for a period of fifteen semesters for single-cycle specialist/master's degree courses (six-year medicine courses), starting from the year of enrolment.

Students enrolled after the first year must have obtained the number of credits listed in Table 4 (which follows) by 10 August 2019 and be accepted at the level relating to the course year for which the credits are required.

Table 4 – Number of credits to be acquired by disabled students

| Course year | Three-year degree course | Specialist degree courses | Two-year specialist or master's degree course |
|---------------------------------|--------------------------|---------------------------|---|
| 2° | 15 | 15 | 18 |
| 3° | 56 | 56 | - |
| 4° | - | 94 | - |
| 5° | - | 133 | - |
| 1st supplementary year | 94 | 171 | 56 |
| 2nd supplementary year | 133 | 222 | 94 |
| 6° Medicine | - | 171 | - |
| 1st supplementary year Medicine | - | 222 | - |
| 2nd supplementary year | - | 228 | - |

The number of credits to be acquired per course year by 10 August 2019 for special circumstances is amended as follows:

Table 5 – Number of credits to be acquired by disabled students per course year

| University | Faculty | Course type | Course | Course year | Number of credits |
|-------------|---|---|----------|---------------------------|-------------------|
| Sapienza | Pharmacy | Single-cycle specialist degree (Ministerial decree 509) | Pharmacy | 2° | 12 |
| | | | | 3° | 42 |
| | | | | 4° | 75 |
| | | | | 5° | 107 |
| | | | | First supplementary year | 171 |
| | | | | Second supplementary year | 222 |
| | Pharmacy | Single-cycle specialist degree (Ministerial decree 509) | CTF | 2° | 10 |
| | | | | 3° | 42 |
| | | | | 4° | 74 |
| | | | | 5° | 109 |
| | | | | First supplementary year | 171 |
| | | | | Second supplementary year | 222 |
| Engineering | Single-cycle specialist degree (Ministerial decree 509) | Architectural engineering | 2° | 12 | |
| | | | 3° | 48 | |
| | | | 4° | 86 | |
| | | | | | |

Should the student enrolled in years after the first fail to obtain the required number of credits, they may avail themselves of the bonus, based on the methods outlined in Article 8, which follows.

In terms of the scholarship competition, students enrolled in the second supplementary year shall be paid a sum equal to 50% of the total benefit.

Article 8 Bonus

Students who lack the merit requirements may use a bonus in addition to the credits that they have effectively obtained and reported. The value of this bonus varies depends on the course year attended, in the following manner⁷:

| | |
|------------------------|-----------------------|
| Bonus points available | Course year attended: |
|------------------------|-----------------------|

| | |
|----|---|
| 5 | If used for the first time to obtain benefits for the second course year |
| 12 | If used for the first time to obtain benefits for the third course year |
| 15 | If used for the first time to obtain benefits for subsequent course years |

The value of the bonus is defined based on the year it was first used. As a result, only the left-over points from the bonus used for the first time will be available for the rest of the student's time in university. Any left-over portion of the bonus' virtual credits may be used over the rest of the course. A student enrolled in a second-level specialist degree may use the left-over bonus amount, which has not been used in a three-year degree course, up to a maximum of 12 credits to obtain the merit requirements.

The 15 bonus points can be used by students who are enrolled in years subsequent to third year, or by students enrolled in the first year of a three-year course or a single-cycle degree course.

The request to use the bonus must be made when applying for the benefit. In order to use the bonus, students coming from universities outside of Lazio must self-certify the number of credits they have previously used. DiSCo verifies what the student has declared when applying.

The bonus may not be used by students:

- a) who are enrolled in second-level specialist degree courses, with academic entrance qualifications related to courses under the old system;
- b) who are enrolled in second-level specialist degree courses and have transferred from the old system (in which merit was expressed through exams) to the new system to obtain their three-year degree;
- c) who are enrolled in the first year of a three-year degree course, a two-year specialist degree or a single-cycle specialist/master's degree;
- d) who are enrolled in a course that allows for the use of the bonus and have obtained recognition of credits/exams achieved in foreign countries, including those used to obtain a foreign academic qualification;
- e) who are enrolled in a year after the first and who already have the credits necessary to obtain the benefits covered by this call;
- f) who have obtained various career qualifications;
- g) who are already in possession of a foreign degree.

Article 9 Transfers – New enrolment following the deferral of studies

The benefits are conferred once per year and/or course level.

Change of course/Transfers

In the event of changing degree course or transferring universities, the number of credits/exams required to receive benefits is calculated based on the years of enrolment that have passed, starting from the year in which they first enrolled, that is, by considering the years enrolled in the degree course before changing or transferring.

Recognition of qualifications/exams

Students who request the recognition of an academic qualification (exams, credits, qualifications, etc.) obtained in a foreign country or in Italy may receive benefits only for the remaining course years needed to obtain the qualification. Students who have shortened their university progress or gained access to a second-level specialist degree course and/or doctorate or specialisation, following the total or partial recognition of their qualification (either from Italy or a foreign country), are required to reimburse any benefits/service costs related to the enrolment years to which this recognition applies.

The distribution of benefits to students is suspended, pending the university's ability to regularise the competition.

Students must produce, under penalty of being ineligible for benefits, documentation regarding the recognition of foreign qualifications/exams by the relevant university before the 28 February 2020 deadline.

Should the qualification or exams/credits be recognised, students may not receive the bonus.

Deferrals



Students who have deferred their studies and enrolled again do not have the years prior to their first enrolment counted, as long as the university has not confirmed credits/exams obtained/passed during the previous time at university.

These students may participate in DiSCo competitions again, on the condition that they have refunded all of the sums received in the period that is subject to the referral or service costs incurred in a single payment, prior to participation in the competitions.

In the event that benefits have been paid by another body for the right to education, the student shall be required to prove, through the appropriate documentation, that they have repaid the sum received during the years that are subject to the deferral.

Variations

Students are required to notify the Student Benefits Office in their territorial district about the following variations:

- a) deferral of studies;
- b) change of course and/or transfer, with or without recognition of exams/credits;
- c) scholarship received by bodies other than DiSCo;
- d) any other variation relating to the information that has previously been provided in the application.

This notification must be provided in writing and in a timely manner, within thirty days of the variation.

Article 10 Regional tax

In the absence of different instructions from the relevant university, the regional tax must be paid to DiSCo's account with the Body's treasury – Banca Popolare di Sondrio – IBAN IT46P0569603211000051111X93.

For the 2019/2020 academic year, region tax is €140.00. Upon payment, students must specify the following payment description:

RT 2019/2020 – University + TIN + Student's surname and name

The student's name must be indicated so that the payment can be attributed accordingly. Failure to pay the regional tax for each academic year, or payment of lower sums than those that are due, shall have consequences for the student's time in university.

Documents are retained in order to prove that the student has made their payment. Students who expect to graduate before the extraordinary session for the 2018/19 academic year are not required to pay the regional tax.

Those who graduate during the extraordinary session for the 2018/2019 academic year and also proceed to enrol for the 2019/2020 academic year are not entitled to a refund of their regional tax, unless they can present appropriate documentation that proves that the enrolment was cancelled by the relevant university.

SECTION 3

Income requirements and related documentation

Article 11 Determining the income requirement for students residing in Italy

For the purposes of participating in the DiSCo competitions, an I.S.E.E. certificate regarding services that facilitate the right to education is required. For the 2019/2020 academic year, the income and asset limits are the following, save for the amendment to the maximum limit established by the Ministry of Education, University and Research⁹:

ISEE (Equivalent financial situation index): € 23,508.78

ISPE (Equivalent asset situation index): €51,106.05

You will be excluded if you exceed even one of these values.

In order to access the available benefits for the 2019/2020 academic year, all students with assets and income generated in Italy are required to fill in a DSU – Personal Declaration for income for the year 2018 (two thousand and eighteen) **for the year 2017 (two thousand and seventeen)**.

In accordance with the legislation in effect⁹, DSUs that were signed before 15 January 2019 are no longer valid. The option to confirm income/assets that were declared in previous years is not available. In terms of determining family composition¹⁰, the financial situation index¹¹, the asset situation index¹² and the means for completing the framework for requesting services for the right to education¹³, as well as any other matter regarding the calculation of the ISEE for the present call is done in compliance with the Prime ministerial decree of 05 December 2013, no. 159 "Regulation regarding the revision of the methods for determining, and the fields for applying, the Equivalent financial situation index (ISEE)". Students are required to verify the veracity and accuracy of the information entered in the DSU. Should a DSU contain omissions or errors, the student is required, for the purposes of this call, to make any necessary additions and correctives at the Tax Office in a timely manner and, in all cases, no later than 30 November 2019. These modifications may not lead to changes in the method for calculating the ISEE, which are in force as of 24/07/2019.

The statement, along with the framework for requesting services for the right to education, must be signed at a Tax Office or at a National Social Security Institute before the deadline of 24 July 2019. Failure to do so will result in being excluded from benefits.

For the purpose of this call, DiSCo will locate the ISEE statement in the database of the National Social Security Institute by 30 November 2019, provided that it has been signed by the deadline of 24 July 2019.

Independent students

In order to be considered as an independent student, both of the following requirements must be met:

- a) residence outside the family home for at least two years from the submission of the application, in accommodation that is not owned by a family member;
- b) employment income or similar, which has been declared for tax purposes, for at least two years, which is no less than €6,500 per year¹⁴.

If these conditions are not met, students must combine their income with their family's income at the Tax Office, by, and no later than, 30 November 2020.

Students with refugee status

Students from outside the EU, and who have refugee status, must sign the DSU – Personal Declaration by 24 July 2019.

Article 12 Documentation regarding income for non-EU students

The income requirement – the limits of which are defined in Article 11 – is calculated based on the sum of the income received by each member of the family in the Country of origin in 2017, and 20% of the assets held as of 31 December 2018. The value obtained is compared with the equivalence index and applied to the family in relation to the number of members and any extra amounts.

Foreign citizens who do not reside in Italy cannot use the self-certification in any way¹⁵ and, as a result, the documentation regarding the financial and asset situation of non-EU students¹⁶ must be issued by the competent authorities in the country where the income was generated.

This documentation must be translated into Italian by the competent Italian diplomatic authorities for the territory.

Income received as of 31 December 2017, and foreign assets held as of 31 December 2018, are valued based on the average exchange rate of the foreign currencies for the reference year. This is determined in accordance with the law and expressed in Euro.

Real-estate assets held as of 31 December 2018 are only valued for buildings, based on the conventional value of €500.00 per metre squared.

All students from non-EU countries are obliged to submit the financial circumstances certification as indicated in this article. Failure to do so will result in being excluded from benefits.

This documentation is provided by the competent foreign diplomatic or consular representatives in Italy, based on the indications in Annex D of this call, but only for countries where there have been demonstrable difficulties in issuing certifications from local Italian embassies. These may be identified by this body. Where necessary, this certification must be approved by the Prefecture¹⁷.

For foreign students from one of the particularly poor countries identified by the Prime ministerial decree of 03/05/2018 no. 351 and indicated in Annex E¹⁸, the assessment of the income requirement is based on documentation issued by the Italian representative in the Country of origin. The latter shall testify that the student does not belong to a famously high-income family or one with high social standing.



In the case of students who are enrolled in universities in the Country of origin that have agreements or conventions with the enrolment university in Italy, this documentation may be issued by the foreign university where enrolment occurred.

For students who are enrolled in the first year of a course, this certification may be issued by Italian bodies who are capable of providing guarantees of financial coverage, in accordance with the provisions in effect regarding the matriculation of foreign students in Italian universities. In this case, the body that issues the certification must commit itself to potentially refunding the sums received in services and/or money on the student's behalf, in the event that the services and/or benefits distributed are revoked.

Article 13 Documentation about financial requirements for EU students

Foreign students from one of the Countries belonging to the European Union declare the total income received in foreign countries in 2017 and the assets held overseas as of 31 December 2018 in their application, without prejudice to the ISEE and ISPE thresholds listed in Article 11.

Real-estate assets are only valued for buildings, based on the conventional value of €500.00 per metre squared; mobile assets are valued based on the permanent exchange rate and expressed in Euro.

All EU students must include their family status and documentation regarding their financial and asset situation in their application, in digital format, by the deadline. This will already have been declared in the original application, translated into Italian and, where necessary, approved in accordance with the legislation in effect.

SECTION 4 Competition-based benefits and services

Article 14 Classification of students

For the purposes of participating in the competitions covered by this call, each student is assigned a status related to their location, depending on the distance between their home and their university.

In cases where students attend a course in a branch office of the university, the classification is made by considering the distance between the municipality where they reside and the actual location of the course being attended.

Foreign students must declare their domicile in the same manner as was indicated for Italian students if all, or more than half, of their family resides in Italy.

The location status is attributed by DiSCo based on the information declared by the student when filling out their application, according to what is established below:

Non-resident students

To be considered a "non-resident student", the student must reside in one of the Municipalities outlined in Annex C of this call, or in a region other than Lazio. They must also demonstrate that they live, on a paid basis, in the municipality where the course takes place, by signing a regular rental agreement for a minimum duration of ten months between 1 October 2019 and 30 September 2020. Students with a contract that expires during this period must notify the relevant territorial district regarding the renewal or the creation of a new contract.

For this reason, students indicate the name of their landlord and include all of the information needed to file the contract in their online application form. The contract is filed at the Revenue Office.

For scholarships: students who have not yet signed a paid rental agreement must indicate their intention to do so in by 30 November 2019 in the "domicile" section. Non-resident status is only recognised if the student enters the details of the contract entered into and duly filed at the Revenue Office in the application form, by means of a PIN. This must be done no later than 31 December 2019. While waiting for this information, the first instalment is paid to students who are conferred a scholarship in the amount provided for commuters. This is done subject to the subsequent provision of this information.

Students who have not used their PIN to enter the details of the aforementioned paid contract in the system by 31 December 2019 are recognised as commuters.

Students who do not express their intention to rent paid accommodation in the municipality where the course takes place when filling in their application will be granted the status of commuters.

When defining the status of new conferees in the eventual ranking lists, the documentation acquired as of 31 December 2019 will be taken into account.

Foreign students will receive the non-residents' scholarship without having to declare a paid domicile if have of their family members reside overseas.

For accommodation: qualified students who are not conferred accommodation in the event of a deferral or forfeiture must insert the details of their paid rental agreement, using their PIN, in order to maintain their "non-resident" status.

Students who pay to stay in buildings owned by religious or private bodies must fill in all of the fields relating to this option in the online form.

Students enrolled in the Università di Cassino e del Lazio meridionale are considered to be non-resident who, despite residing in municipalities that are less than 50 KM away, take more than 60 minutes to reach their university, or who, based on the public transportation timetables, cannot attend classes and, as a result, must rent paid accommodation in that location, using public residential buildings or other private or state accommodation facilities.

Conferees who are enrolled in doctoral research programmes are paid a scholarship in the same amount as non-resident students.

Commuting students

Students who reside in the Municipalities indicated in Annex B of this call or, otherwise, within 50 kilometres of the university where their course takes place are considered to be "commuters".

Local students

For the purposes of this call, students who reside in the municipality where their university course takes place are considered to be "local".

For this call, scholarship conferees who are enrolled in online programmes, distance learning or other similar systems are conferred the status of "local".

Students who are subject to measures that restrict their personal freedom, and who are conferred scholarships, are awarded the status of "local".

Special circumstances or those that refer to areas not found in Annexes B and C of this call will be assessed by DiSCo on a case-by-case basis and upon request, based on the documentation provided by the interested parties and in accordance with the provisions of the relevant legislation¹⁹.

Article 15 Scholarships

Students who meet the income and merit requirements, and who are announced as conferees following the publication of the relevant rankings, and whose time at college is confirmed to be regular (that is, it is consistent with what the student declared when filing their application), are entitled to the scholarship. The maximum sums of the scholarship²⁰ have been established as follows:

- Euro 1,971.89 for local students;
- Euro 2,884.09 for commuter students;
- Euro 5,231.58 for non-resident students.

Scholarships are paid in full to students with an ISEE that is less than, or equal to, 2/3 of the reference threshold.

The sum of the scholarship is proportionally reduced up to 50% for an ISEE greater than 2/3 and up to the threshold.


The scholarships allocated by DiSCo are not compatible with the scholarships allocated by other bodies/entities (both public and private), including those assigned by the Ministry of Foreign Affairs and by various universities.

In the event that students are conferred another scholarship, they may keep the benefits allocated by DiSCo once they demonstrate that they have renounced the incompatible scholarship allocated by other bodies.

Scholarships that integrate training activities or research periods spent abroad are compatible, as are collaboration scholarships allocated by the university (referred to as "150 hours") and other benefits that may be accumulated in accordance with the current legislation.

Disbursement of scholarships

First instalment



The disbursement of the first instalment is expected to take place within two months of the ranking list being published, subject to the availability of the funds. Conferees shall receive half of the sum of the expected scholarship.

Those who are conferred accommodation shall have a sum of €500 subtracted from the first instalment, as an advance on the cost of the service.

Second instalment

- a) first-year students are paid starting from March 2021, subject to verification that they have achieved the merit requirement before the deadline and the regular reporting of the credits by the university secretaries, pending the transfer of the necessary funds from the Lazio region;
- b) students enrolled in years after the first shall receive payments starting from the end of June 2020, pending the transfer of the necessary funds from the Lazio region;
- c) Students enrolled in research doctorates and specialist schools shall receive payments after their enrolment in the subsequent course year has been verified and in accordance with the timelines indicated in points a) and b).

Communications regarding payments

Notifications about payment dates are published in the "Results/payments history" section of the student reserved area and/or on the institution's website, www.laziodisco.it.

Conferees are required to periodically consult the DiSCo website and/or the "Results/payments history" section to check when the relevant financial benefits will be paid to them.

Students must indicate the email address to which they wish to receive notifications from DiSCo in their online application form.

Student obligations

Payment of the scholarship to conferees will occur:

- through the crediting of a national current account (IBAN IT) in the student's name, or a joint current account, without any expense to the beneficiaries (postal deposits and the like are excluded);
- using a card with an IBAN IT;
- using an Ateneo + DiSCo card, which can be requested at branches of the Banca Popolare di Sondrio at no additional cost.

Within six months from the date on which the ranking list is published, which is used to allocate scholarships to the conferees, students must provide their bank details, by entering them in the dedicated space of their reserved area using the PIN.

If the student has not complied once this six-month period has expired, they will lose their right to the scholarship, in accordance with Article 23 of this call.

The same obligation is true when scrolling the ranking list for students who have passed from eligible to conferees. Any further communications from DiSCo, which are published within each student's reserved area, are considered to be legally conveyed.

For this reason, students are required to periodically check their reserved area.

If the IBAN code provided for the payment is incorrect, or the account belongs to someone other than the beneficiary, any penalty that is applied by the Treasury will be charged to the student and, as a result, any subsequent re-issue shall be paid to the student net of the penalty.

In the event of errors caused by DiSCo, a new payment shall be made.

Students who encounter difficulties in receiving benefits that have been issued to them must send a written notification to the reference territorial district in a timely manner.

Suspension of payments

Conferees who must resolve irregularities shall have their scholarship payments, and any other benefits, suspended until they produce the required documents and/or resolve any inconsistencies that have been found.

Irregularities will be reported in the "Results/payment history" section of the student's personal space; they are required to periodically check their situation and play an active role in resolving any inconsistencies that have been found. Failure to resolve irregularities by 28 February 2020 may lead to the forfeiture of all benefits.

Regional tax

Conferees and qualified students who are not conferees in the scholarship competition are entitled to a refund of regional tax for the 2019/2020 academic year, if this has been paid.



Any university registration fees that have been paid are refunded by the host university²¹.

Improved access to the canteen service

- a) "Local" scholarship conferees are entitled to a free, non-refundable daily meal²² in the DiSCo canteen from 1 January 2020 to 31 December ~~2021~~ **2020**, excluding periods of closure.
- b) Qualified students who are not conferees, but who are enrolled in the first year of a course, may use the service of the DiSCo canteen for the lowest price provided by the body (1st band).
- c) Qualified students who are not conferees, but who are enrolled in a year after the first, are entitled to two free, non-refundable daily meals in the DiSCo canteen from 1 January 2020 to 31 December 2021, excluding periods of closure.

Revocation of benefits

Conferees and qualified students who have their scholarship revoked are required to:

- a) return any sums of money that have been received;
- b) refund the monetary value of the services that have been used;
- c) pay regional tax, if this payment was not based when enrolling.

They must also resolve their position with their host university, by providing payment for university fees when these have not been paid.

Refunding the sums received following a revocation

The refund of the sums must be completed within six months of the notification of revocation. It may take the form of one payment or instalments. Exceptions shall be made for documented cases that concern personal/family difficulties; here, a further six months/one year may be provided.

Should students fail to make the aforementioned payments, the body shall inform the competent authorities and then take legal action, calculating the legal interests on the credits that are owed.

Furthermore, DiSCo shall provide the reference university with a request to suspend the interested party's attendance for the period in which the debt is overdue.

DiSCo may deduct the due amounts by revising any future financial benefits that the student may be due to receive for any reason.

Deferral of studies after the scholarship has been allocated

The deferral of studies during the academic year in which the scholarship was allocated shall require the student to refund the sums received, as well as any sums relating to the value of services that may have been used.

The refund of regional tax is only recognised if the aforementioned deferral is formalised and defined before 31 December 2019.

Article 16 Accommodation

DiSCo allocates accommodation in proportion to the number of applications made, in compliance with the rules of fair treatment. It ensures equal access to accommodation services for non-EU students from overseas, Italian students and EU students.


The allocation of accommodation to conferees is based on the position of the student in the relevant ranking list, without prejudice to the division between first-year students and those in later years.

In any case, the following are reserved:

- a) a total percentage that is no less than 20% of the total for non-EU students in their first year. Accommodation is allocated, for each nationality, in proportion to the number of applications that are made;
- b) a total percentage that is no less than 5% of the total for first-year students who are stateless or political refugees.

Students who are conferred accommodation are normally entitled to stay in the university's residences for a period of ten months, between 1 October 2019 and 31 July 2020.

For the 2019/2020 academic year, accommodation shall be allocated, at the latest, by the first half of October 2019.



The residences are normally closed in the month of August, which allows for the quality of their service to be enhanced.

The assistance service for disabled students is suspended for the month of August.

Notification regarding the result of the competition and acceptance of the accommodation

The publication of the final results of the competition shall be found on the DiSCo website and in the student's reserved area. The procedure to be followed, and the deadline, for the student to formally accept their assigned accommodation shall be subsequently communicated via a special alert on the institution's website.

This communication is intended to complete and satisfy any notifications regarding the result of the competition. If the student has not followed the required method by the deadline that has been established for formal acceptance, they shall forfeit the benefit.

If there are still places available by the deadline that has been established for formal acceptance, DiSCo shall continue to move down the ranking list. This being the case, the additional allocations shall be communicated through a dedicated alert that is published on the institution's website.

Protection of maternity rights

DiSCo recognises and protects maternity rights and guarantees support both during and after pregnancy, through the forms and measures established in the call and the residences' regulations.

In cases where the child is born during the allocation period, DiSCo shall ensure the residency of the mother and the new-born for the first six months, space permitting. During the final stages of the pregnancy and after birth, it shall identify the most appropriate accommodation to ensure an appropriate and comfortable stay for the assignee and to preserve the rights of all of the other accommodated students.

Hand-over of the accommodation

Students must present themselves at the residence, in compliance with the terms indicated in the alert. They must bring:

- a) a form of valid identification;
- b) a copy of the university enrolment, which occurred before 20 November 2019;
- c) a personal statement that they are unaware of having any infectious illnesses that would impact others living in the community. In the event of illness and/or treatments in progress, or particular health conditions that require attention, students must notify the building's staff in a timely manner.

For students who are conferred accommodation on a conditional basis may not take possession of the accommodation assigned to them until they have resolved their position in the competition.

Assignment to students who are conferred accommodation for a second time is subject to availability in the residences. In cases where accommodation is unavailable, the interested student shall still be conferred a non-resident scholarship, regardless of whether they submit the paid rental agreement.

DiSCo may reduce the availability of accommodation due to extraordinary works or unforeseen needs in the residences listed in Annex G. In this case, students who are conferred accommodation shall be paid the non-resident scholarship or, alternatively, granted accommodation in another agreed-upon private structure.

Accommodation cost

The average conventional cost of the accommodation service that has been used, or will be used, is deducted from the gross sum for students receiving scholarships or accommodation.

Students who are conferred accommodation, but not a scholarship, shall receive it for free.

The sums, in compliance with the provisions of the Prime ministerial decree of 9 April 2001 must be adjusted to the rate of inflation. To facilitate the students, DiSCo prefers to carry out this adjustment in a gradual manner.

The cost of the service for all of the Rome residences is fixed at:

€160.00/month for a single room;

€149.00/month for a "superior" double room (Residenza Valleranello);

€138.00/month for a double room.

For Latina residences, it is fixed at:

€136.00/month for a single room;

€113.00/month for a double room.

**For Viterbo residences, it is fixed at:**

€136.00/month for a single room;

€113.00/month for a double room.

For Cassino residences, it is fixed at:

€136.00/month for a single room;

€113.00/month for a double room.

The cost of the accommodation service is deducted from the scholarship sum for students receiving scholarships and accommodation, based on the following method: €500.00 for the first instalment and the remainder with the second.

The total cost of the accommodation service, equal to five and a half months, is deducted in the following manner for conferees enrolled in the first year of a course under both of the new systems: €250.00 from the first instalment of the scholarship and the remaining sum deducted from the balance. The accommodation service is free of charge for the additional five and a half months, based on the fact that the entitlement to the first-year scholarship is equal to 50% of the total.

Forfeiture of accommodation

Students may forfeit their accommodation by notifying the competent territorial district.

The cost of the accommodation service that was used, including the month in which the forfeiture was made, is deducted from the economic benefits of the student who forfeits their accommodation after accepting it.

Maintaining non-resident status after forfeiture of accommodation

For the purposes of this call, students who forfeit their accommodation may maintain their non-resident status on the condition that they submit a copy of a paid rental agreement at the same time as their forfeiture of accommodation. This should cover a minimum duration of ten months between 1 October 2019 and 30 September 2020 and be dutifully recorded at the Revenue Office.

Failing this, these students will be categorised as commuters.

Service for students with disabilities

Students with a level of disability equal to, or greater than, 66%, or recognition of the disability in accordance with Article 3, paragraph 3 of the Law of 5 February 1992, no. 104, may receive assistance once they have submitted an application. They must contribute to the service cost to a total of €65/month. They may also avail themselves of the transport service by paying a monthly sum equal to €12.00.

Disabled students must make the relevant payment at the appropriate territorial district.

Failure to pay the sums that are due within the deadline will lead to the assistance being revoked and DiSCo recuperating the verified debt.

Revocation and forfeiture of accommodation

The following are reasons for forfeiture/revocation of the accommodation:

- a) failure to enrol in university before 20 November 2019;
- b) obtaining the academic qualification for the relevant cycle of study;
- c) deferral of studies or transferring to a university based outside of Lazio;
- d) performance of the civil voluntary service, where accommodation has been allocated for the performance of said service;
- e) failure to achieve the minimum merit requirements for the call by the deadline, for first-year students only. In this case, students must refund the cost of the accommodation that they used;
- f) failure to move into the allocated accommodation by the deadline established in the relevant alert.

For information on anything that is not expressly stated in this call, please refer to the Regulations for the residences or the address of the political body that manages accommodation.

Article 17 Contributions for the international mobility of students

DiSCo runs competitions for additional contributions for participating in programmes related to international mobility, be they promoted by the EU or non-EU countries. Conferees or eligible students who are selected by their university for international mobility programmes promoted by the EU for the 2019/2020 academic year (Erasmus/Socrates) may apply.

The funds that are available for additional contributions are broken down in the following manner:

- 90% for students after the first year;
- 10% for first-year students who are enrolled in second-level specialist degree courses.

When filling in the online form, students must indicate the duration of the educational experience for which they have been selected.

Conferees must notify the Student Benefits Office in their territorial district of their return to Italy within 30 days. The contribution will be paid in a single instalment.

The disbursement of the contribution, which is only for the months that have been approved and financed by the university (except for extension periods to the stay), is subject to participation in the mobility programme being accredited by the students' Italian university.

The supplement provided is equal to a maximum of €510.00/month for the duration of the stay abroad, up to a maximum of ten months. The amount of any scholarship granted by the funds of the European Union or any other specific bilateral agreement is deducted from this figure.

The refund of travel expenses (outgoing and return) is permitted up to a maximum sum of €150.00.

Students who are also conferred accommodation may retain this on the condition that their absence, for the purpose of an overseas educational experience, lasts no more than ninety days. For longer periods of absence, the entitlement may be maintained if the student makes a request and the body responds favourably, which also considers the availability of accommodation.

Under no circumstances may the student's non-resident status be recognised without documentation that demonstrates the period of time that they spent overseas on an international mobility programme and that the rental agreement covers ten months in total.

Article 18 Degree bonus

Students who are conferred scholarships in the 2018/2019 academic year²³, and who are enrolled in degree courses under both of the new systems, may benefit from an additional sum equal to 50% of the scholarship obtained in the reference academic year for their degree, if they obtain the relevant qualification during the legal duration of the course.

For disabled students, the right to benefit from the degree bonus is determined if they obtain the degree within the first supplementary year.

The degree bonus may be obtained only once during the student's time in college, so students who have already been conferred this benefit for a cycle of study may not apply again.

Students who have obtained various career qualifications are also unable to apply.

Students claim the benefit within 30 days of receiving their qualification, by filing in each part of the online form, which can be accessed in the reserved area and sent using the PIN.

Failure to comply with even one of the steps can lead to forfeiture.

The allocation of the degree bonus is based on the availability of funds, which are allocated annually. Where requests exceed the allocated fund, the benefit will be allocated based on a ranking, which will be prepared by considering the highest degree mark and, where marks are equal, the lower value on the financial situation index as declared when last applying for a scholarship.

SECTION 5

Presentation and completion of the requests

Article 19 Procedures and methods for the completion and presentation of the requests

Registration

Students must access the DiSCo portal, selected "Student reserved area" and register in the system with a "user name" and a "password". Access to the reserved area is only possible upon completing this procedure.

Students who have already following the procedure in previous years will have confirmed their access credentials and do not need to register again.

Request a PIN

The PIN request can be made after registration and only in one of the following two ways:

a) Via registered letter

From the “reserved area”, students enter the “Ostium” section and continue with the authentication, according to the instructions that can be seen on the various screens. The procedure ends with the printing of the release form. This must be duly filled in, signed and sent via registered letter to the Student Benefits Office of their territorial district (as indicated in Annex A of this call), along with a copy of proof of identity, before 24 July 2019.

The registered letter must contain an individual PIN request, and each requesting student must send an individual registered letter.

Registered letters containing more than one PIN request form for different people, or a single form for several applicants will not be taken into consideration, even if it has been sent before the deadline. The requests will be void and no PIN will be issued. Each student must send a new individual request, according to the method, and within the time frame, indicated in this article.

Representatives are not allowed to request the PIN.

No PIN shall be issued in cases where the request is sent by someone other than the interested party (an agency or a third party).

b) De Visu

The student carries out the authentication directly at the Student Benefits Office in the nearest territorial unit, by submitting a valid form of ID and the relevant photocopy. This procedure must be carried out by 9 August 2019 at 11 am. The authentication process can also be carried out at the Generazioni HUB in Via Ostilia no. 36. The methods and deadlines are the same.

Issuing of the PIN

The PIN is communicated via text to the mobile phone number belonging to the student, which has been indicated in the application.

DiSCo is not responsible for the failure to receive text messages due to technical issues on behalf of foreign telephone operators/providers, and/or technical deficiencies in the local network.

Sending the application online – Phase one

From 28 May 2019 until 24 July 2019 at noon, students shall complete the entire online application form, which can be accessed at www.laziodisco.it, and attest to the veracity of all of the information provided. The form can also be filled out from mobile devices.

At the end of this procedure, the system automatically certifies receipt of the application by releasing an identification number, all by clicking the “send” button.

During the first phase, the application can be sent either using the PIN, if the student has one, or without the pin for those who have not yet received one.

Those who have used the PIN to send it in this phase may cancel the delivery using the “unlock” function, if they deem it necessary to make changes. This also cancels any attachments. It will therefore be necessary to resend the application with all the required attachments.

Students who have not completed the online application form in its entirety by 24 July 2019 at midnight, in accordance with the procedures outlined above, are deemed ineligible and cannot access the second phase.

Publication of the provisional rankings

DiSCo shall publish the provisional results of the competitions by July 31 2019, with the aim of notifying the students of their personal position, in order to accommodate any adjustments/additions to be made.

Amendments, corrections, additions

The online form is reopened from 31 July to 9 August 2019 at 3 pm. Access is again allowed so that students can make amendments or corrections to what was declared in the first phase, where necessary, by using the “Insert change/addition or continue to send the application” button.

This function can be used by those who sent the application with a PIN and those who sent it without one.

Final delivery of the application using the PIN – Second phase

If the student has already submitted the application in the first phase using the PIN, and has neither unlocked or appealed it (amendments), the transmission is considered final and no further action is required.

If the student sent the application without a PIN in the first phase, they must send the application using the PIN in the second stage. The deadline for this is 9 August 2019 at 3 pm. Failure to deliver by then shall result in elimination.

If the student sent the application using the PIN and subsequently unlocked it or used the "Insert change/ addition" function, they must resend the application and attachments again using the PIN, no later than 9 August 2019 at 3 pm. Failure to deliver by then shall result in elimination.

Unlocked applications, even those that have not been amended, must be sent again using the PIN. Please note that unlocking the application cancels both the application itself and the attached documents. It will therefore be necessary to resend the application with all the required attachments using the PIN.

For students from the following non-EU countries, it is mandatory to attach all of the following documentation to the application in digital format:

- a) copy of the residence permit (or documentation attesting to a request/renewal of said permit). A copy of a passport will be accepted on a provisional basis, pending the original documentation, which must be delivered by 28 February 2020 to the Student Benefits Office in the reference territorial unit. Failure to do so will lead to the forfeiture of the benefit;
- b) declaration of income in 2017, assets in 2018 and the family composition in 2019, issued by the competent authorities of the country where the income was generated, and translated into Italian by the competent Italian diplomatic authorities for the territory. Temporary documentation will be accepted pending the original documentation, which must be delivered by 28 February 2020 to the Student Benefits Office in the reference territorial unit. Failure to do so will lead to the forfeiture of the benefit.

Foreign citizens who do not reside in Italy may not avail themselves of self-certification²⁴.

Italian students who reside in foreign countries and with incomes generated abroad (who cannot self-certify in accordance with Article 12) must attach a declaration of income in 2017, assets in 2018 and the family composition in 2019, issued by the competent authorities of the country where the income was generated, and translated into Italian by the competent Italian diplomatic authorities for the territory to their online application.

Temporary documentation will be accepted pending the original documentation, which must be delivered by 28 February 2020 to the Student Benefits Office in the reference territorial unit. Failure to do so will lead to the forfeiture of the benefit.

For students coming from countries within the European Union, the following documentation must be attached to the online application:

- a) family status;
- b) a declaration of income in 2017, assets in 2018 and the family composition in 2019, translated into Italian and authorised in accordance with the legislation in effect.

Temporary documentation will be accepted pending the original documentation, which must be submitted by 28 February 2020 to the Student Benefits Office in the reference territorial unit. Failure to do so will lead to the forfeiture of the benefit.

Article 20 Deadlines

| Submission of applications | |
|---------------------------------------|---|
| From 28 May to 24 July 2019 at noon | Completion and sending of the online application (phase one) |
| From 31 July to 9 August 2019 at 3 pm | Time to correct errors/discrepancies in the form, and the deadline for the final submission of the application form using the PIN (phase two). |
| Request a PIN | |
| 24 July 2019 | Deadline for sending a registered letter requesting the PIN to the Student Benefits Office in the territorial district. |
| 9 August 2019 at 11 am | Deadline for de visu authentication at the Student Benefits Office in the territorial district, or at the HUB Generazioni in via Ostilia 36. Deadline for amending the mobile phone number that was previously registered for the PIN request. |
| DSU/ISEE | |
| 24 July 2019 | Deadline for signing the DSU for services relating to the right to education. |

| | |
|--|---|
| 30 November 2019 | Deadline for finding the DSU in the INPS database. |
| Rental agreement | |
| 30 November 2019 | Deadline for signing the paid rental agreement. |
| 31 December 2019 | Deadline for entering the information about the rental agreement in the system via the PIN. |
| Resolution of the position in the competition | |
| 20 November 2019 | Deadline for enrolling in university for the accommodation competition. |
| 28 February 2020 | Deadline for enrolling in university for the scholarship competition. |
| | Deadline for delivering the certifications relating to achieving merit requirements (internship, etc.). |
| | Deadline for resolution of the position in the competition (eliminating blocking issues and inconsistencies in the system). |
| | Deadline for delivering final documentation regarding income/assets and the definitive residence permit to the Student Benefits offices in the territorial offices they belong to for foreign students. |

SECTION 6

Drafting, publication and scrolling of the ranking lists

Article 21 Criteria for drafting the ranking lists

For the 2019/2020 academic year, the funds and services available in the competitions referred to in this call are distributed in the following manner:

- 25% for first-year students;
- 75% for students after the first year.

Depending on the assessment of the necessary requirements, the position in the ranking list and the availability of funds for each competition in this call, the student may be categorised as:

- conferee;
- qualified (but non-conferee)
- excluded.

Students who are not announced as conferees due to the lack of available funds, despite having the necessary requirements, are deemed qualified (but non-conferee). The selection of beneficiaries²⁵ for the competitions referred to in this call is based on the criteria indicated below:

- a) **First year:** for students enrolled in the first year of a course, the provisional and final rankings are defined in ascending order of income, based on the ISEE. If the ISEE²⁶ is equal, priority is given to the older of the students.
- b) **Later years:** the provisional and final rankings are drafted based on the "joint coefficient", which is obtained via the following formula:

$$C = 0.7 \times \text{CFNRip} + 0.04 \times \text{MediaN} + 0.26 \times \text{ISEEN}$$

where CFNRip is the normalised merit coefficient in relation to the possible use of the bonus and the possible acquisition of greater credits from those provided by the Prime ministerial decree:

$$\text{CFNRip} = \frac{\text{CFN} - \text{CFN min}}{\text{CFN max} - \text{CFN min}}$$

in which the CFN is the normalised merit coefficient.

$$\frac{\text{Merit achieved} - \text{Minimum expected merit}}{\text{Maximum achievable merit} - \text{Minimum expected merit}}$$

$$\text{Maximum achievable merit} - \text{Minimum expected merit}$$

The two extremes – the maximum and the minimum – depend on the distribution of credits among all the students in the current academic year.

The average, N, is the average of the normalised marks:

$$\text{AverageN} = \frac{\text{Media} - 18}{30 - 18}$$

and ISEEN is the normalised ISEE:

$$1 - \frac{\text{ISEEDSU}}{\text{ISEE max}}$$

in which the maximum ISEE is the limit reported by the call.

- c) **Later years in doctoral research courses or specialist courses:** the rankings list is drafted based on the ascending order of the ISEE. Each territorial district shall send the lists of beneficiaries from the competitions to the relevant Universities, for those students who are under their competence.

Scrolling the rankings list

Once the final results have been published, in the event of supplementary funds being allocated, these will be allocated, according to the same criteria outlined in the previous article, to the qualified (but non-conferee) students based on the available resources.

When defining the status of new conferees, the documentation acquired as of 31 December 2019 will be taken into account.

Notifications regarding the change in status from qualified to conferee are found in the "Results/payments history" section of the reserved area for each interested student and are considered to be notified for all legal purposes, as well as through specific alerts published on www.laziodisco.it.

Students who are named as scholarship conferees following a scroll through the rankings list will have the amount that corresponds to the free meals that may be used deducted. This is calculated at the first band rate.

Article 22 Publication of the competition results

The results of the provisional/final competitions are published by DiSCo and made available at www.laziodisco.it.

The final results of the competition for accommodation shall be published by 20 September 2019.

The final results of the scholarship and international mobility contribution competitions shall be published by 10 October 2019.

The ranking list for the degree bonus competition shall be published in the second half of 2020.

The publication of the rankings and any other possible communication will be performed based on procedures that ensure the protection of confidentiality around sensitive information, as is required by law. To this end, each student is assigned an individual code to verify and consult the relative rankings when they send the application.

Any possible change regarding the position of the candidate is entered in the student's reserved area.

Any further communications from DiSCo, which are published within each student's reserved area considered to be legally conveyed²⁷. For this reason, students are required to periodically check their reserved area.

Should errors be found, DiSCo may proceed, in order to protect itself and/or upon request from a duly motivated party, to re-enrol students who were excluded from the final rankings.

Using the definitive results of the ranking, students who are interested may use T.A.R. Lazio in a timely manner that is no more than 60 days from the date of publication. They may also appeal to the Head of State, if done within the deadline provided for appeals.

Article 23 Reasons for exclusion or forfeiture

Students are excluded from competitions for the following reasons:

- a) sending the PIN request by registered letter with a return receipt after the deadline of 24 July 2019;

- b) selecting the "de visu" option for the PIN request but not authenticating themselves in the relevant territorial district by 11 am on 9 August 2019;
- c) not submitting the final application via the online form using the PIN;
- d) not sending the application according to the methods, and within the time frame, established by this call;
- e) not enrolling at the University by 28 February 2020;
- f) not resolving their administrative situation and/or not delivering the final documentation required by the call by 28 February 2020;
- g) exceeding the income/asset thresholds established by this call;
- h) sign the DSU for benefits regarding the right to education after 24 July 2019;
- i) not having the DSU in the INPS database by 30 November 2019;
- j) having an ISEE with omissions/discrepancies that have subsequently been added or been recalculated using parameters other than those in effect as of 24/07/2019;
- k) not attaching the income and financial documentation regarding family income generated abroad (possibly provisional and to be added) to the online application by 9 August 2019;
- l) not producing the definitive original documentation regarding family income by 28 February 2020, when dealing with income/assets that were generated in foreign countries;
- m) deferring their studies before the end of the academic year;
- n) receiving another public/private scholarship for the same academic year and/or course, including those awarded by the Ministry of Foreign Affairs and various universities. Scholarships that integrate training activities or research periods spent abroad are compatible, as are collaboration scholarships allocated by the university (referred to as "150 hours") and other benefits that may be accumulated in accordance with the current ;
- o) failing to communicate, in a timely manner and not later than 30 days from the event, any change regarding the declared information, including change of residence, domicile, enrolment, receipt of other benefits, etc.;
- p) being in a situation in which, in accordance with this call and the legislation it refers to, they are not entitled to receive the benefits;
- q) making false statements;
- r) having had accommodation revoked in a previous academic year due to allowing illicit use by third parties or for other reasons;
- s) having deferred studies or transferred to a university based outside of Lazio.

In particular, in terms of merit requirements, students are excluded from competitions for the following reasons:

- a) they are enrolled in a later year and change course in the middle of the academic year, with the recognition of their credits/exams being lower than the requirements for participation in this competition;
- b) they are enrolled in first year and do not achieve the merit requirements within the deadline established in this call;
- c) they already have a degree/diploma at the same level;
- d) they have obtained recognition of an academic qualification that they obtained abroad and are enrolled in a course at the same recognised level;
- e) they are enrolled, or have previously been enrolled, as repeat students (except for students enrolled in the repeating 3rd year of a three-year degree in the Faculty of Engineering at the University of Rome Tor Vergata or the 2nd repeating year of a specialist degree in the Faculty of Engineering at the University of Rome Tor Vergata);
- f) they have changed degree course and repeated enrolled in the same course year;
- g) after transferring universities, they are enrolled in a course year they have already been enrolled in at their original university;
- h) their situation is incompatible with the benefits provided by this call, in accordance with the provisions contained in other laws and regulations;
- i) despite already being in possession of a five-year academic degree, they enrol in a course of a first or second level degree;
- j) they enrol in the first year of a second-level specialist degree course, despite being in possession of an academic title from a four-year course. They will be able to participate as students enrolled in the second year of a specialist degree;
- k) they are simultaneously enrolled in more than one course or are enrolled in a new course and have not completed the previous one (through the achievement of a qualification or dropping out), except as outlined in by the Prime ministerial decree of 28 September 2011.
- l) they lack formal and substantial requirements;
- m) they have been excluded from benefits for the remainder of their studies;

- 5
C
110
- n) they have moved to a university based outside the Lazio region;
 - o) they have already obtained the academic qualification for the relevant cycle of study;
 - p) they have formally dropped out.

First-year students who have not achieved the merit requirements within the time frame imposed by the call for applications are deemed ineligible for the benefits.

Students who have not provided their bank details within six months of the scholarship being conferred are deemed to be in forfeiture.

In particular, for Accommodation benefits:

- a) students who simultaneously perform performance of the civil voluntary service, where accommodation has been allocated for the performance of said service, are deemed to be excluded.
- b) students who have obtained their academic qualification for their studies are deemed to be in forfeiture;
- c) first-year students who have not achieved the minimum merit requirements within the time frame imposed by the call for applications are deemed ineligible for the benefits.
- d) students who have not accepted/moved into their assigned residence are deemed to be in forfeiture, according to the methods, and within the time frame, indicated in the respective notices published on the institutional website;
- e) students who do not enrol in the university by 20 November 2019 are deemed to be in forfeiture.

In particular, for the Decree Bonus:

Students are deemed to be excluded for the following reasons:

- a) not sending the application using the PIN within 30 days of receiving the degree;
- b) having already received the degree bonus for the previous cycle of studies;
- c) having obtained various career qualifications;
- d) having not obtained the qualification during the academic year in question.

SECTION 7

Assessments and revocations, sanctions and communication requirements

Article 24 Assessments

In full compliance with the law, DiSCo carries out accurate assessments on the veracity of the declarations made by students who are deemed to be conferees or qualified non-conferees in the competitions.

To this end, in addition to requiring the student to provide all the necessary documentation to prove the veracity of their statements, the awarding body can may out any investigations it deems appropriate. It may also contact the following bodies:

- a) Fiscal police;
- b) State finance administration;
- c) Municipal administrations;
- d) Regional agency;
- e) Any and all schools;
- f) Mutual agencies;
- g) INPS;
- h) Universities and other offices that may have information regarding the financial/merit conditions and the personal situation.

Assessment of discrepancies and related sanctions

In the event that discrepancies are uncovered during the verification procedures, between what the student has declared and what was ascertained during the audit, DiSCo shall proceed to suspend the benefits and start the subsequent administrative procedures regarding the interested party.

Where the investigations carried out prove that the student has made false and misleading statements, be they the student's own or those of their family, they shall lose, without prejudice to the provisions of Article 316-ter of the penal code, the right to receive benefits, and shall be subject to a substantial

administrative sanction involving the payment of a sum that is three times the amount received, as well as the reimbursement of the costs of the services used. They shall also lose the right to receive other payments for the entire duration of their studies, in accordance with Article 10 of Legislative Decree 68/2012.

Article 25 Information in accordance with Legislative Decree 196/2003

Prior to completing the online application, the student is informed about the processing and dissemination of data and information, in accordance with Article 13 of Legislative Decree No. 196/2003.

By completing the application, the student acknowledges that they have read the contents of the notice and, in particular, that:

- a) processing of the personal information that has been provided is carried out exclusively for DiSCo's institutional aims, in accordance with the law, and in relation to the subsequent obligations connected to them;
- b) data is processed lawfully and fairly, in writing and/or via a magnetic, electronic or IT support. Special security measures are taken to prevent data loss, unlawful and incorrect use, and unauthorised access;
- c) provision of data is mandatory for fulfilling the purposes established by the law, in terms of the right to education and accounting and tax obligations. Any refusal to provide information, or a lack of consent for its processing, will make it impossible for benefits to be conferred;
- d) the student may, at any time, exercise any of the rights provided for by Legislative Decree 196/2003;
- e) the data can be consulted by, and transmitted to, other subjects indicated by the law for verification purposes and to process it accordingly;
- f) personal information is used for DiSCo's institutional purposes, and to provide knowledge regarding the initiatives, activities and benefits that are reserved for students who are conferred a scholarship.
- g) the rankings are published in compliance with the rules regarding the protection of confidentiality and the data therein.

For the purposes of this call, and any subsequent and related activity, the person responsible for the processing of personal data is the Director General, Mr Antonio De Michele – Via C. De Lollis, 24b – 00185 Rome.

Rome, 28 May 2019

Director General

Mr Antonio De Michele



Annex A – Territorial districts

Territorial district of Metropolitan Rome

Student benefits – Rome I operating unit

Via Cesare De Lollis, 22 – 00185 Roma

Reference office for students enrolled at:

- | | |
|--|--|
| - SAPIENZA University of Rome and remote offices | - Istituto Superiore di Industrie Artistiche (I.S.I.A), Rome |
| - Accademia di Belle Arti di Roma | - Libera Accademia di Belle Arti - Rome University of Fine Arts |
| - Accademia di Costume e Moda | - Libera Università Maria SS. Assunta LUMSA |
| - Accademia Internazionale di Teatro | - LUISS Libera Università Internazionale degli Studi Sociali Guido Carli |
| - Accademia Nazionale d' Arte Drammatica Silvio D' Amico | - QUASAR Design University |
| - Conservatorio Santa Cecilia di Roma | - Saint Louis College of Music |
| - Conservatorio Statale di musica O. Respighi di Latina | - SSML San Domenico, Scuola Superiore per Mediatori Linguistici |
| - Istituto Centrale per il Restauro e la Conservazione | - Università degli studi di Roma Foro Italico |
| | - Università Europea di Roma |

Student benefits – Rome II operating unit

Via Cambridge, 115 – 00133 Roma

Reference office for students enrolled at:

- | | |
|--------------------------------------|---------------|
| - Università degli Studi Tor Vergata | - Unicamillus |
| - SSML Istituto Armando Curcio | |

Student benefits – Rome III operating unit

~~Via Cambridge, 115 – 00133 Roma~~ Via della Vasca Navale, 79 – 00146 Roma

Reference office for students enrolled at:

- | | |
|--|---|
| - Università degli Studi Roma Tre | - Link Campus University |
| - Accademia Arti e Nuove Tecnologie | - Scuola Superiore per Mediatori Linguistici "Gregorio VII" |
| - Accademia Nazionale di Danza | - Università degli Studi Internazionali di Roma UNINT |
| - Istituto Superiore per la Conservazione ed il Restauro | - Università Campus BioMedico |

Territorial district of Southern Lazio

Student benefits

College Studenti Folcara – Viale dell' Università – 03043 Cassino

Reference office for students enrolled at:

- | | |
|--|--|
| - Università degli Studi di Cassino e del Lazio meridionale and remote offices | - Conservatorio L. Refice di Frosinone |
| - Accademia di Belle Arti di Frosinone | - Distance-learning universities |

Territorial district of Northern Lazio

Student benefits

Via Cardarelli, 75 – 01100 Viterbo

Reference office for students enrolled at:

- | | |
|---------------------------------------|--------------------------------------|
| - Università degli Studi della Tuscia | - Accademia di Belle Arti di Viterbo |
|---------------------------------------|--------------------------------------|

This list is not exhaustive: students enrolled in universities and post-graduate institutes for art, music and dance that are not included in this annex, but which are recognised by the Ministry of Education, Universities and Research, may apply.

Annex B – Commuters

| | | | |
|----------------------|---------------|---------------------|------------------------|
| Albano Laziale | Ciampino | Lanuvio | Pomezia |
| Anguillara | Colonna | Lariano | Riano |
| Ardea | Fara Sabina | Marcellina | Rocca di Papa |
| Ariccia | Fiano | Marino | Rocca Priora |
| Bracciano | Fiumicino | Mentana | S. Angelo Romano |
| Campagnano | Fonte Nuova | Monte Porzio Catone | S. Cesareo |
| Capena | Formello | Montecompatri | S. Gregorio da Sassola |
| Casape | Frascati | Montelibretti | Sacrofano |
| Castel Gandolfo | Galliciano | Monterotondo | Tivoli |
| Castel Madama | Genzano | Morlupo | Trevignano |
| Castel S. Pietro | Grottaferrata | Nemi | Velletri |
| Castelnuovo di Porto | Guidonia | Palestrina | Zagarolo |
| Cerveteri | Ladispoli | Poli | |

Annex C – Non-resident

| | | | | | |
|---------------------|----------------------|----------------------|---------------------|-----------------------|----------------------|
| Accumoli | Capranica Prenestina | Ferentino | Monte S. Giovanni | Prossedi | Ss. Cosma e Damiano |
| Acquafondata | Caprarola | Fiamignano | Campano | Rieti | Stimigliano |
| Acquapendente | Carbognano | Filacciano | Montebuono | Rignano Flaminio | Strangolagalli |
| Acuto | Carpineto | Filettino | Montefiascone | Riofreddo | Subiaco |
| Affile | Casalanico | Fiuggi | Monteflavio | Ripi | Supino |
| Agosta | Casalvieri | Fondi | Montelanico | Rivodutri | Sutri |
| Alatri | Casaprota | Fontana Liri | Monteleone Sabino | Rocca Canterano | Tarano |
| Allumiere | Casperia | Fontechiari | Montenero Sabino | Rocca d'Arce | Tarquini |
| Alviano | Cassino | Forano | Monterosi | Rocca di Cave | Terelle |
| Alvito | Castel di Tora | Formia | Montopoli | Rocca Massima | Terracina |
| Amaseno | Castel S. Angelo | Frasso | Montorio Romano | Rocca S. Stefano | Tessennano |
| Amatrice | Castel S. Elia | Frosinone | Moricone | Rocca Sinibalda | Toffia |
| Anagni | Castelforte | Fumone | Morolo | Roccagiovine | Tolfa |
| Anticoli Corrado | Castelliri | Gaeta | Morro Reatino | Roccagorga | Torre Cajetani |
| Antrodoto | Castelnuovo di Farfa | Gallese | Nazzano | Roccantica | Torri in Sabina |
| Anzio | Castelnuovo Parano | Gallinara | Nepi | Roccasecca | Torricella Sabina |
| Aprilia | Castiglione Teverino | Gavignano | Nerola | Roccasecca dei Volsci | Torrina |
| Aquino | Castro dei Volsci | Genazzano | Nespolo | Rociate | Torrita Tiberina |
| Arce | Castrocielo | Gerano | Nettuno | Ronciglione | Trevi nel Lazio |
| Arcinazzo | Cave | Giuliano di Roma | Norma | Roviano | Trivigliano |
| Arena di Castro | Ceccano | Gorga | Olevano | S. Ambrogio sul | Turania |
| Arnara | Celleno | Gradoli | Onano | Garigliano | Tuscania |
| Arpino | Cellere | Graffignano | Oriolo Romano | S. Andrea sul | Vacone |
| Arsoli | Ceprano | Greccio | Orte | Garigliano | Valentano |
| Artena | Cerreto | Grotte Castro | Orvinio | S. Apollinare | Vallecorsa |
| Ascrea | Cervara | Guarcino | Paganico Sabino | S. Biagio | Vallemaio |
| Atina | Cervaro | Ischia di Castro | Paliano | Saracinesco | Vallepiastra |
| Attigliano | Ciciliano | Isola Liri | Palombara Sabina | S. Donato Val di | Vallerano |
| Ausonia | Cineto | Itri | Pastena | Comino | Vallerotonda |
| Bagnoregio | Cisterna di Latina | Jenne | Patrica | S. Elia Fiumerapido | Vallinfreda |
| Barbarano | Città ducale | Labico | Percile | S. Felice Circeo | Valmontone |
| Bassano di Sutri | Città reale | Labro | Pescorocchiano | S. Giorgio a Liri | Varco Sabino |
| Bassano in Teverina | Civita Castellana | Latera | Pescosolido | S. Giovanni Incarico | Vasanello |
| Bassiano | Civitavecchia | Latina | Petrella Salto | S. Lorenzo Nuovo | Vejano |
| Bellegra | Civitella d'Agliano | Lenola | Piansano | S. Marinella | Veroli |
| Belmonte Castello | Civitella S. Paolo | Leonessa | Picininisco | S. Oreste | Vetralla |
| Belmonte in Sabina | Colfelice | Licenza | Pico | S. Polo dei Cavalieri | Vicalvi |
| Blera | Collalto Sabino | Longone Sabino | Piedimonte S. | S. Vito Romano | Vico nel Lazio |
| Bolsena | Colle di Tora | Lubriano | Germano | S. Vittore | Vicovaro |
| Bomarzo | Colle S. Magno | Maenza | Piglio | Sabaudia | Vignanello |
| Borbona | Colleferro | Magliano Romano | Pignataro Interamna | Salisano | Villa Latina |
| Borgo Velino | Collegiove | Magliano Sabina | Pisoniano | Sambuci | Villa S. Lucia |
| Borghose | Colleparado | Mandela | Pofi | Santopadre | Villa S. Stefano |
| Boville Ernica | Collevecchio | Manziana | Poggio Bustone | Saracinesco | Villa S. Giovanni in |
| Broccostella | Colli sul Velino | Marano Equo | Poggio Catino | Scandriglia | Tuscia |
| Calcata | Concerviano | Marcetelli | Poggio Mirteto | Segni | Viterbo |
| Camerata Nuova | Configni | Marta | Poggio Moiano | Selci | Viticuso |
| Campo di mele | Contigliano | Mazzano Romano | Poggio Nativo | Sermoneta | Vitorchiano |
| Campoli Appennino | Corchiano | Micigliano | Poggio S. Lorenzo | Serrone | Vivaro Romano |
| Canale Monterano | Coreno Ausonio | Minturno | Pontecorvo | Settefrati | |
| Canepina | Cori | Mompeo | Pontinia | Sezze | |
| Canino | Cottanello | Montalto di Castro | Ponzano Romano | Sgurgola | |
| Cantalice | Esperia | Montasola | Posta | Sonnino | |
| Cantalupo | Fabrica di Roma | Monte Romano | Posta Fibreno | Sora | |
| Canterano | Faleria | Monte S. Biagio | Pozzaglia Sabina | Soriano nel Cimino | |
| Capo di monte | Falvaterra | Monte S. Giovanni in | Priverno | Sperlonga | |
| Capranica | Farnese | Sabina | Proceno | Spigno Saturnia | |



ANNEX D – Consular statement form

This statement must be issued by the relevant diplomatic or consular representative in Italy and then authorised by the Territorial Government Office (Prefecture).

LazioDISCo reserves the right to transmit the data provided to the Italian Representatives overseas, in order to verify its veracity and prosecute false statements, in accordance with the legislation in effect.

The Ambassador/Consulate of _____

In light of the documentation provided by the student:

Surname _____ Name _____

Date of birth ___/___/___ Place of birth _____ Citizenship _____

Gender M F

Marital status: Single - Married - Widow/Widower - Religious union

Passport no. _____ Issued on ___/___/___

DECLARES

That the student's family is composed in the following way, as of _____

| no. | Surname | Name | Date of birth | Relationship | Gross income in Euro |
|-----|---------|------|---------------|--------------|----------------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |
| 6 | | | | | |

DECLARES

that the total gross income for the family in 2017 was equal to Euro _____,

applying the official average exchange rate for the reference year

DECLARES

that the family's total property standing as of 31 December 2018 was as follows:

- Owner of their residence as of 31/12/2018: Yes – No – with a total area of _____ meters square.
- Owner of other properties (included overseas properties) as of 31/12/2018, with a total area of _____ meters square.
- The average sum of mobile assets (bank savings, postal savings, etc.) as of 31 December 2018 is equal to Euro _____, applying the official average exchange rate for the reference year, according to the "Average annual price guide" <https://tassidicambio.bancaditalia.it/averageRates>

Ambassador's/Consul's signature
(or of a person acting on their behalf)

Annex E – List of particularly poor countries that do not belong to the European Union



In accordance with the Ministerial Decree of 3 May 2018, no. 351 Definition of developing countries for the purposes of the provisions of Article 3, paragraph 5 of the Prime Ministerial Decree of 9 April 2001 for evaluating the economic conditions and providing interventions, the regional management authorities apply the provisions of Article 13, paragraph 5 of the Presidential Decree of 9 April 2001 – cited in the introduction – to students coming from the following countries:

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

Annex F – Annual exchange/currency list

Average annual exchange list

<https://tassidicambio.bancaditalia.it/averageRates>

Source: Bank of Italy

Annex G – List of DiSCo residences

| Territorial districts | Residence | Address | Places | Places for disabled students | Total |
|-----------------------|----------------------|---|-------------|---|-------------|
| Rome I | A. Ruberti | Via Cesare De Lollis, 20 – Rome | 178 | 57 for dependent people with disabilities | 235 |
| | E. Tarantelli | Via De Dominicis, 13/15 – Rome | 475 | | 475 |
| | Assisi | Via Assisi, 77 – Rome | 80 | 8 for self-sufficient people with disabilities | 88 |
| | Valle Aurelia | Via Baldo degli Ubaldi, 265 – Rome | 190 | 10 for self-sufficient people with disabilities | 200 |
| | Ponte di Nona | Via Ponte di Nona – Rome | 151 | 12 for self-sufficient people with disabilities | 163 |
| | Villafranca | Via Villafranca – Latina | 46 | 2 | 48 |
| Rome II | Falcone e Borsellino | Via Mario Angeloni, 13/17 – Rome | 286 | 16 for self-sufficient people with disabilities | 302 |
| | New Cambridge | Via Cambridge, 115 – Rome | 40 | 7 for self-sufficient people with disabilities | 47 |
| | Archeologia | Via dell'archeologia, 29 – Rome | 122 | 8 for self-sufficient people with disabilities | 130 |
| Rome III | Valleranello | Via Valleranello, 99 – Rome | 380 | 20 for self-sufficient people with disabilities | 400 |
| | Ostia | Via Leopoldo Ori – Ostia (RM) | 46 | 4 for self-sufficient people with disabilities | 50 |
| Viterbo* | San Sisto | Piazza San Sisto, 8 – Viterbo | 61 | 4 for self-sufficient people with disabilities | 65 |
| | Cardarelli | Via Cardarelli, 77 | 153 | 9 for self-sufficient people with disabilities | 162 |
| Cassino | Folcara** | Viale dell'Università College studenti Folcara – Cassino | 188 | 12 for self-sufficient people with disabilities | 200 |
| Totals | | | 2396 | 169*** | 2565 |

* 80 places are reserved for Erasmus students at the Viterbo residence.

** Additional places may become available at the Folcara di Cassino residence during the academic year. These will be allocated based on the criteria and the methods outlined in this call.

*** Places that are reserved for disabled students, which are not allocated, will be allocated to other students who are entitled to this benefit.



¹ Prime ministerial decree of 9 April 2001, Article 14

² Ministerial decree of 5 April 2019 no. 316

³ Prime ministerial decree of 9 April 2001, Article 3, paragraph 5

⁴ Legislative decree No. 368/1999

⁵ Legislative decree No. 368/1999

⁶ Prime ministerial decree of 9 April 2001, Article 14

⁷ Prime Ministerial decree 9 April 2001, Article 6 Paragraph 6

⁸ Ministerial decree of 29 March 2019, no. 288, "Update to the ISEE and ISPE thresholds for the 2019/2020 academic year", updated as a result of the change in the ISTAT general index of consumer prices

⁹ Prime ministerial decree of 05 December 2013, no. 159, Regulation regarding the revision of the methods for determining, and the fields for applying, the Equivalent financial situation index (ISEE)

¹⁰ Prime ministerial decree of 05 December 2013, no. 159, Regulation regarding the revision of the methods for determining, and the fields for applying, the Equivalent financial situation index (ISEE), Article 8

¹¹ Prime ministerial decree of 05 December 2013, no. 159, Regulation regarding the revision of the methods for determining, and the fields for applying, the Equivalent financial situation index (ISEE), Article 4

¹² Prime ministerial decree of 05 December 2013, no. 159, Regulation regarding the revision of the methods for determining, and the fields for applying, the Equivalent financial situation index (ISEE), Article 5

¹³ Prime ministerial decree of 05 December 2013, no. 159, Regulation regarding the revision of the methods for determining, and the fields for applying, the Equivalent financial situation index (ISEE), Article 8

¹⁴ Prime ministerial decree/01 Article 5

¹⁵ Presidential decree 445/2000 Article 3

¹⁶ Presidential decree 31 August 1999, no. 394, Article 46 paragraph 5

¹⁷ Law of 4 January 1968, no. 15 Article 17, paragraph 4. Approval of the signatures is not necessary for titles and documents issued by the following Embassies and/or Consulates, who adhere to the London Convention of 7 June 1968: Austria, Cyprus, Estonia, France, Germany, Greece, Ireland, Liechtenstein, Luxembourg, Norway, the Netherlands, Poland, Portugal, the Czech Republic, Moldova, the United Kingdom, Romania, Spain, Switzerland, Sweden, Turkey.

¹⁸ Prime ministerial decree of 3 May 2018 no. 351

¹⁹ Prime ministerial decree of 9 April 2001

²⁰ Prime ministerial decree of 05 April 2019 no. 316

²¹ Law of 537/1993, Article 5, paragraph 20

²² Prime ministerial decree of 9 April 2001, Article 9, paragraph 2

²³ Prime ministerial decree of 9 April 2001, Article 3, paragraph 5

²⁴ Presidential decree 445/2000, Article 3

²⁵ Prime ministerial decree of 9 April 2001, Article 4

²⁶ Prime Ministerial decree of 9 April 2001, Articles 15 and 1

²⁷ Law 241/90