



**A.Di.S.U.R.C.**  
**Azienda per il Diritto allo Studio Universitario**  
**della Regione Campania**

**CALL FOR APPLICATIONS**

for the awarding of

**SCHOLARSHIPS**  
**ACCOMMODATION PLACES**  
**INTERNATIONAL MOBILITY GRANTS**  
**ACADEMIC YEAR 2023/2024**

*Deadline for applications: 12 pm on 25 September 2023*

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## ARTICLE 1 – CALL FOR APPLICATIONS – RECIPIENTS

### 1.1 Purpose of the call

The Azienda per il Diritto allo Studio Universitario della Regione Campania (Campania Regional Agency for Student Affairs, hereinafter also "ADiSURC" or the "Agency") hereby issues a call for applications based solely on qualifications for the awarding of scholarships, accommodation places and international mobility grants, as regulated under the following articles. The *lex specialis* governing selection is contained in this call.

### 1.2 Recipients

#### 1.2.1 *Courses of study and year of first enrolment*

Students who are enrolled or intending to enrol (hereinafter "enrolees") in one of the following **courses of study** at one of the following higher education institutions of the Campania Region (hereinafter "HEIs" or "Universities") may participate in the competition:

| Higher Education Institution  | Course category  | Course  |
|---|------------------|---|
| 1. University of Sannio in Benevento  | "Type A" courses | Bachelor's degree courses   |
| 2. University of Naples Federico II   |                  | Single-Cycle Bachelor's Degree Courses  |
| 3. University of Naples "L'Orientale"   | "Type B" courses | Master's degree courses   |
| 4. University of Naples "Parthenope"  | "Type C" courses | Statutory graduate courses for professional practice (excluding medical sciences pursuant to Legislative Decree 368/1999) |
| 5. University of Salerno  |                  |   |
| 6. University of Campania Luigi Vanvitelli  |                  |   |
| 7. University of Naples "Suor Orsola Benincasa"   |                  |   |
| 8. Accademia di Belle Arti di Napoli  |                  |   |
| 9. Accademia della Moda   |                  |   |
| 10. Scuola Superiore per Mediatori Linguistici [Advanced School for Linguistic Mediators] – Academy School        |                  |   |
| 11. Scuola Superiore per Mediatori Linguistici [Advanced School for Linguistic Mediators] – International (IPSEF) |                  |   |
| 1. Conservatory of Music "Domenico Cimarosa" in Avellino  | "Type A" courses | First-level academic degree   |
| 2. Conservatory of Music "Giuseppe Martucci" in Salerno   | "Type B" courses | Second-level academic degree  |
| 3. Conservatory of Music "Nicola Sala" in Benevento   |                  |   |
| 4. Conservatory of Music "San Pietro a Majella" in Naples   |                  |   |



For students enrolled in a **"type A"** course for the academic year 2023/2024, *"year of first enrolment"* means the academic year in which, after obtaining a high school diploma, the student enrolls for the first time at any university institution operating on Italian territory.

For students enrolled in a **"type B"** course for the academic year 2023/2024, *"year of first enrolment"* means the academic year in which, after obtaining a three-year degree, the student enrolls for the first time in this type of course at any university institution operating on Italian territory.

For students enrolled in a **"type C"** course for the academic year 2023/2024, *"year of first enrolment"* means the academic year in which the student enrolls for the first time in a statutory graduate course for professional practice or in a doctoral research course, at any university institution operating on Italian territory.

The subdivision of courses into "type A," "type B" and "type C" is used in this call solely to facilitate identification of the same and does not correspond to a similar categorisation at HEIs. Applicants must possess all the merit and income requirements referred to in art. 3 and 4 below; special exemptions are provided for students with recognition of disability pursuant to Article 3, paragraph 1, of Law no. 104 of 5 February 1992, or with a disability equal to or greater than 66%.

### 1.2.2 Achievement of the degree and duration of the courses of study

Pursuant to Article 3, paragraph 4, of the Prime Ministerial Decree of 9 April 2001, the benefits referred to in this call for applications are granted **for the first-time** achievement of each level of the aforementioned courses of study.

The following **are not eligible** to apply for the competition:

- a. applicants who already hold another university degree (including those obtained abroad and not recognised in Italy) of the same level as the degree they aim to acquire at the end of the course for which they are enrolled for the academic year 2023/2024;
- b. applicants who, following a programme change, have already obtained a scholarship for the same course year for which they wish to apply;
- c. applicants who, following a programme change, have enrolled for the academic year 2023/2024 in the first year of a course of study of the same type as the course that they have previously taken.

With regard to course of study duration, applicants enrolled in the aforementioned courses must not have exceeded, starting from the year of first registration and including the semester in which they enrolled for the academic year 2023/2024:

- a maximum enrolment period of seven semesters if enrolled in a three-year degree course;
- a period equal to the duration provided for by the educational system plus one semester if enrolled in a single-cycle degree course;
- a period of five semesters if enrolled in a master's degree course;
- a period equal to the duration provided for by the educational system if enrolled in a statutory graduate course for professional practice or in a doctoral research course.

The term **"additional semester"** refers to applicants who are enrolled, for the academic year 2023/2024:

- in the seventh semester if enrolled in a three-year degree course;
- in the fifth semester if enrolled in a master's degree course;
- in the eleventh or thirteenth semester if enrolled in single-cycle degree course.

The scholarship awarded to applicants who are **duly enrolled for the academic year 2023/2024** for an additional semester with respect to the duration provided for by the educational system (additional semester) will not be revoked in the event of obtaining the degree in the extraordinary session of the academic year 2022/2023.

Students with a disability within the meaning of Article 3, paragraph 1, of Law no. 104 of 5 February 1992, or with a disability equal to or greater than 66%, qualify for more

advantageous treatment in relation to the duration of the benefit granted. Starting from the year of first enrolment and including the semester in which they are enrolled for the academic year 2023/2024, the benefit may be awarded:

- for a maximum enrolment period of nine semesters if enrolled in a three-year degree course;
- for a period equal to the duration provided for by the educational system plus three semesters if enrolled in a single-cycle degree course;
- for a period of seven semesters if enrolled in a master's degree course.

Applicants enrolled for the academic year 2023/2024 as "repeat students" or "supplementary intermediate year" or "supplementary final year" or with "programme suspended" **are not eligible to apply** for the competition, pursuant to Article 6, paragraph 14, of the Prime Ministerial Decree of 9 April 2001.

A differentiated assessment is carried out for the applicants referred to in art. 1.2.7 and 1.2.8.

### 1.2.3 Deadlines for enrolment in courses of study

It is allowed to participate even before being enrolled at the university.

Those who are not enrolled at the time of querying the data at the university, will be placed in a condition of suspension in the provisional and final rankings (articles 8.2 and 8.4).

Therefore, to avoid the suspension of eligibility and, therefore, the late payment of scholarship, **it is recommended to complete the enrollment for the 2023/2024 academic year by 19 September 2023.**

Since the assignments of accommodation places are made primarily in favor of suitable non-suspended candidates, immediately after the approval of the provisional rankings (art. 8.2), those who intend to compete also for an accommodation place **are required to complete the enrollment in the academic year 2023/2024 by 19 September 2023.**

Suspension will be removed directly by ADiSURC at the latest during the preparation of the conclusive rankings (art. 8.5) and after verifying the data with the relevant institutions. Removal of this conditional eligibility entails exclusion from the conclusive rankings (art. 8.5) if the applicant does not enrol for the academic year 2023/2024 or if final enrolment results in a change to the merit requirements for which the applicant was included in the ranking.

**NB. The terms referred to in this article are established solely for the purposes of participation in the competition and not for the purposes of university enrolment, for which applicants are invited to consult the HEI regulations.**

### 1.2.4 Career check for candidates enrolled in an additional semester or in the first year

For the following applicants:

1. applicants who have the right to defer enrolment in the academic year 2023/2024, as they could alternatively enrol in an "additional semester" of a three-year degree (of "type A") or in the first year of a master's degree (of "type B");
2. applicants who have the right to defer enrolment in the academic year 2023/2024, as they could alternatively enrol in an "additional semester" of a master's degree (of "type B") and a single-cycle degree (of "type A") or in the first year of a "type C" course,

the Agency automatically verifies enrolment during the academic year 2023/2024 on the occasion of ranking and provides for correct placement in the ranking.

Students in this condition will be admitted to the competition:

1. if their graduation exam falls within the a.y. 2023/2024, they will be placed as an additional semester and any scholarship will be reduced by half;
2. if their graduation exam falls within the extraordinary session of the a.y. 2022/2023, they will be placed:
  - 2.1 as the first year of a master's degree, if they will enroll in this course. They will

be subject to the verification of the 20 ECTS at the data of 10/08/2024 to determine whether there is a right to 100% of the scholarship, 50% or no scholarship;

2.2 as an additional three-year degree semester, even if they graduated in 2022/2023, and any scholarship will be reduced by half.

Basically, students about to graduate will in any case be recognized as eligible for an additional semester 2023/2024, even if they graduated in 2022/2023, but only if both of these two conditions occur:

- a) the degree in the a.y. 2022/2023 takes place in the extraordinary session of the a.y. 2022/2023 and not before;
- b) they do not enroll in a first year of a master's degree in 2023/2024.

These applicants are included in the rankings of students enrolled in years subsequent to the first and any inclusion in the single ranking of students enrolled in the first year takes place automatically after verifying enrollment during the classification of the rankings, with consequent adjustment of the amount of scholarship.

#### 1.2.5 Transfers between HEIs

Students planning to enrol, in the terms referred to in the previous point, in a course of study of the HEIs referred to in art. 1.2.1 following a **transfer from another Region** for the academic year 2023/2024, as governed by the following art. 5.4 are also eligible to participate in the competition.

Likewise, students who have confirmed their participation in this competition, and who after that date wish to transfer to a different Region from Campania, may request the Agency to submit their application to the organisation for student affairs of the final destination.

#### 1.2.6 Foreign students, stateless persons and refugees

Participation in the competition is permitted to foreign students and stateless students or political refugees (art. 46 of Presidential Decree 31 August 1999, no. 394).

#### 1.2.7 Students enrolled simultaneously in two courses of study at Universities and AFAM institutes

Students enrolling simultaneously in two courses of study at Universities and/or AFAM institutes, pursuant to Law no. 33 of 12 April 2022, are required to pay the regional student services fee for enrolment in both courses.

These students qualify for student support services for only one, independently elected course of study (primary course of study). In the case of eligibility for this competition and where a scholarship is awarded, the scholarship amount is increased by 20% only if the recipient meets and maintains the merit requirements for the entire duration of the two courses. The increase is not due in the event that the recipient fails to maintain the scholarship requirements for the secondary course.

In compliance with the provisions of art. 1.2.2 of the call, the primary course is always the oldest, the one which started first.

Therefore, in the case of enrollment in courses of the same type - Type A (three-year/single cycle), Type B (master's), Type C (post-graduate), in the case of dual enrolment in one first year of a course and one subsequent year of a course, the primary course shall be the latter. In case of enrolment in two courses, both for years subsequent to the first, the primary course shall be the course enrolled in earlier.

Therefore, applicants with dual enrolment will be subject to the following process:



| Primary course        | Secondary course                     | Outcome  |
|-----------------------|--------------------------------------|--|
| First year            | First year                           | Admitted   |
| Next earliest year    | Next more recent year                | Admitted   |
| Next year             | First year                           | Admitted   |
| Next more recent year | Next earliest year in another Region | Not admitted   |
| First year            | Next year in another Region          | Not admitted   |
| Next more recent year | Next earliest year in Campania       | Admitted, but earlier course automatically elected as primary            |
| First year            | Next year in Campania                | Admitted, but the following year course automatically elected as primary |
|                       |                                      |  |

No increase is recognized in cases of double enrollment in different types of courses - Type A (three-year/single cycle), Type B (master's), Type C (post-graduate).

Students lose eligibility for the scholarship and the increase for double enrollment, at the time of graduation in the first course.

Applicants are required to state which of the above dual enrolment circumstances they match, in order to allow for verification.

The primary course must be maintained throughout the university programme; it may not be interchanged with the secondary course from one year to another for the purposes of convenience. Exclusively in the case of double enrollment for the first time, candidates can swap the primary course with the secondary, if they have achieved at least 20 credits in the latter and not in the first. The choice thus made becomes irrevocable for the rest of the career.

### 1.2.8 Students simultaneously enrolled in courses of study and FIT (Education, placement and internship) courses at Universities

For students enrolled in the "type A" or "type B" courses of study referred to in art. 1.2.1 and who, pursuant to the Ministerial Decree of 10 August 2017 Prot. 616, at the same time participate in FIT training courses, the normal duration of the course of study attended is increased by one semester.

Students who, as a result of extension, are enrolled in the additional semester of "type A" or "type B" courses of study referred to in art. 1.2.1, shall, in the event of scholarship allocation:

1. qualify for 50% of the scholarship awarded (see art. 6.2(f) and art. 8.9) and are not entitled to the full amount of scholarship (100%);
2. qualify for the supplement referred to in art. 6.2(e) (graduation award) if the final degree is obtained **within the duration provided for by the respective educational systems** increased by only one semester.

Verification will be carried out by ADiSURC directly with the relevant HEIs.

### 1.3 Compatibility with other benefits

The scholarship is compatible with other individual measures, including monetary subsidies, promoted by the Campania Region in its institutional role. It is not compatible, however, with a fiduciary loan and any other assistance which may be expressly declared as incompatible with the scholarship.

The scholarship may be combined with a prize for excellence awarded by the university to



students enrolled in applicable courses.

The scholarship is exempt from income tax, as provided for by Article 4 of Law no. 476 of 13 August 1984 and Circular no. 109/e of 6 April 1995 of the Ministry of Finance.

The scholarship is exempt from the regional tax on productive activities (IRAP), pursuant to Article 16 of Law no. 388 of 23 December 2000.

**As described in detail in art. 4.3 below, it should be noted that, although exempt, subsidies allocated through calls for applications in the years prior to 2023/2024, and redeemed during the year 2021, must be indicated in the DSU for ISEE purposes, according to the cash criterion (year of actual use).**

#### **1.4 Publication obligations pursuant to Law 241/1990, Law 190/2012 and Legislative Decree 33/2013 – Reserved Area – Digital address**

This call for applications, the rankings provided for by the same and the measures through which the benefits will be allocated, disbursed and revoked, are published on the institutional website [www.adisurcampania.it](http://www.adisurcampania.it), pursuant to Law 241/1990, Law 190/2012 and subsequent Legislative Decree 33/2013, in accordance with Legislative Decree 82/2005 and the provisions of the Guidelines on the processing of personal data, including those contained in administrative documents, carried out by public persons for the purpose of publication and dissemination on the web – approved with provision of the Italian Data Protection Authority no. 243 of 15 May 2014 (Official Gazette no. 134 of 12 June 2014).

All notices on the above website demonstrate the full acknowledgement of said documentation pursuant to Articles 3-bis, 21-bis, paragraph 1, of Law 241/1990, and Articles 29 and 41, paragraph 2, of Legislative Decree 104/2010.

Applicants may exercise the rights recognised by Law 241/1990 and Legislative Decree 33/2013 by sending a message from a certified PEC email address in their name to the ADiSURC certified email address [adisurc@pec.it](mailto:adisurc@pec.it) and will receive communications to the sender address having legal effect pursuant to Articles 3-bis, 8, 21-bis, paragraph 1, of Law 241/1990.

To this end and in light of the large number of applicants expected for this competition, students must state their certified email (PEC) address during accreditation or submission of the online application, pursuant to Articles 6 and 48 of Legislative Decree no. 82 of 7 March 2005.

Each applicant has their own reserved area pursuant to Articles 4 and 41 of Legislative Decree no. 82/2005, accessible through their authentication credentials as per art. 5.1, and which contains all the information of the ongoing proceedings concerning them.

Applicants may also be notified of the presence of communications in their electronic file by certified email or email to the email addresses indicated in the online application form. The processing of sensitive data and the exchange of communications are understood to be carried out in full compliance with the rules safeguarding privacy and in compliance with the criteria laid down by Legislative Decree 196/2003 and Regulation (EU) 2016/679 of the European Parliament and Council of 27 April 2016.

#### **ARTICLE 2 – ELIGIBILITY REQUIREMENTS**

Pursuant to Article 4 of the Prime Ministerial Decree of 9 April 2001, the eligibility requirements for applications are differentiated for applicants enrolled in the first year and for those enrolled in years subsequent to the first of the courses of study referred to in art. 1.2 and are divided into:

- a. Merit requirements, referred to in art. 3 below;
- b. Requirements relating to economic conditions, referred to in art. 4 below.



All applicants wishing to participate in the competition must pay the regional student services fee or qualify for one of the exemption conditions established by the HEIs.

The income requirements must be self-certified and, in certain cases, documented by the applicants in order to allow ADiSURC to directly query the INPS archives in accordance with the provisions of the articles below, while the merit requirements are verified by ADiSURC through the HEI databases.

The requirements relating to financial conditions must be met by all applicants at the time of participation in the competition, while the merit requirements must be met at the time of participation in the competition only by applicants enrolled in **years subsequent to the first** for "type A" and "type B" courses.

For those enrolled for the first time in the **first year** of a three-year degree, single-cycle degree and master's degree courses, there is no mandatory merit requirement **at the time of application submission**, since their eligibility and position within the provisional ranking referred to in art. 8.2 and the definitive ranking referred to in art. 8.4 are determined solely on the basis of the economic requirements referred to in art. 4 below. However, in order to **maintain eligibility for the scholarship**, the aforementioned applicants must have subsequently achieved the merit requirements, as detailed in art. 3.1 and 13 below.

Finally, for those enrolled for the first time in all years (**first year and years subsequent to the first**) of statutory graduate courses for professional practice (excluding medical sciences pursuant to Legislative Decree 368/1999) or of doctoral research courses (if not recipients of the scholarships referred to in Ministerial Decree 30/04/1999, no. 224, activated pursuant to Article 4 of Law 210/1998), the eligibility and position within the provisional, definitive and conclusive rankings referred to in art. 8.2, 8.4 and 8.5 are determined solely on the basis of the economic requirements referred to in art. 4 below, without prejudice to the requirements necessary for admission under the educational system of the individual university.

Special merit criteria are provided for students with a recognised disability pursuant to Article 3, paragraph 1, of Law no. 104 of 5 February 1992, or with a disability equal to or greater than 66%.

**All the requirements provided for in this call for applications must be met on the deadline date for this call under penalty of exclusion from participation.**

## ARTICLE 3 – MERIT REQUIREMENTS

### 3.1 Applicants enrolled in the first year of "type A" or "type B" courses

Applicants enrolled **for the first time** in the first year of a "**type A**" course or a "**type B**" course referred to in art. 1.2.1, are not required to meet, **at the time of application submission**, any merit requirement.

The eligibility and position of these applicants within the ranking are determined solely on the basis of economic requirements; however, to maintain the status of assignee of a scholarship obtained on the basis of economic condition, the aforementioned applicants must achieve at least **20 university credits by the deadline of 30/11/2024**.

Eligible assignee applicants enrolled in the first year who do not achieve at least 20 credits by the deadline of 30/11/2024 will lose the status of assignee but will retain their eligibility. Consequently, these applicants are required to return any scholarship advance they may have received and the sum of money corresponding to all benefits related thereto (art. 10).

Applicants who have at least **20 credits by the deadline of 30/11/2024**:

- a) will receive 100% of the scholarship awarded in the ranking and the associated benefits if they have at least 20 credits by the deadline of **10/08/2024**.
- b) **will be entitled to receive only 50% of the scholarship awarded in the ranking** and will be able to claim this if they obtain at least 20 credits after 10/08/2024 but before 30/11/2024.

Final verification of the 20 credits obtained is performed after 30 November 2024.  
For the number of credits earned on 10/08/2024 and 30/11/2024, credits for exams taken during preparatory/advanced courses, including those validated during the course of studies attended in the academic year 2023/2024, will not be considered.

### 3.2 Applicants enrolled in years subsequent to the first of "type A" or "type B" courses

For applicants enrolled in years subsequent to the first:

- a. of a "**type A**" course referred to in art. 1.2.1;
- b. of a "**type B**" course referred to in art. 1.2.1;

provided that they are enrolled "in progress" or in an "additional semester," the merit requirements, starting from the **year of first registration** and calculated as described in the previous art. 1.2.1, consist in having obtained **by 10/08/2023 a number of training credits**, including those relating to "*elective activities*" or "*internship activities*" or, again, of the "*training activities*" selected by the student, to the extent specified below:

- **if enrolled in a "type A" three-year degree course:**
  - a. 25 credits and the successful completion of any training required for admission to the course if enrolled in the second year;
  - b. 80 credits if enrolled in the third year;
  - c. 135 credits if enrolled for an "additional semester."
- **if enrolled in a "type A" single-cycle degree course:**
  - a. 25 credits and the successful completion of any training required for admission to the course if enrolled in the second year;
  - b. 80 credits if enrolled in the third year;
  - c. 135 credits if enrolled in the fourth year;
  - d. 190 credits if enrolled in the fifth year;
  - e. 245 credits if enrolled in the sixth year, where applicable;
  - f. 55 credits more than the number expected for the last year of the course if enrolled in the "additional semester."
- **if enrolled in a "type B" master's degree course:**
  - a. 30 credits if enrolled in the second year;
  - b. 80 credits if enrolled for the "additional semester."

The number of credits indicated above is the minimum requirement for participation, without prejudice to the provisions of art. 3.6 in terms of bonus.

All credits that the University or AFAM Institute deems valid in the course of study for which the applicant is applying, are considered for the purposes of the competition.

Credits accrued within the Erasmus project or other international mobility projects are valid for the calculation of merit only if earned before **10/08/2023**, including if registered at a later date, provided that they are registered prior to preparation of the conclusive rankings.

### 3.3 Applicants enrolled in "type C" courses

Applicants enrolled in a "**type C**" course referred to in art. 1.2.1 are not required to meet any merit requirements: their eligibility and position within the ranking are determined solely on the basis of economic requirements.

### 3.4 Diversified merit requirements for students with disabilities

Students with a disability within the meaning of Article 3, paragraph 1, of Law no. 104 of 5 February 1992, or with a disability equal to or greater than 66%, are eligible for preferable treatment with regard to the merit requirement. Specifically:

- a. if enrolled for the first time in the first year of a degree course, they are exempt from the provisions of the previous art. 3.1 relating to the achievement of 20 credits by 10/08/2024 or by 30/11/2024;
- b. if enrolled in years subsequent to the first, they must accrue by 10/08/2024 a number of training credits reduced by 40% compared to the number prescribed by art. 3.2.

### 3.5 Applicants who have made programme changes with credit recognition

Candidates enrolled in a year subsequent the first, who have a previous university career, in the same type of course (Type A-B-C) of the one in which they are enrolled for the a.y. 2023/2024, are usually included in the ranking with reset of the career, i.e. without counting any validated credits. For these candidates, notwithstanding the provisions of art. 1.2.1, the year of first enrollment coincides with the year of enrollment in the course attended for the a.y. 2023/2024.

Exceptions are those for whom the University, following a career change, establishes enrollment in a higher year (repeating students).

*[Example: student with previous career started in 2020/2021, career change and new enrollment from 2021/2022 to the current three-year degree course:*

1. *if the University regularly enrolls him in the current third year, he is placed in the ranking with the year of first enrollment 2021, without counting the credits validated from a previous career;*
2. *if the University enrolls him in the fourth year (third year out of course), he is placed in the ranking with the year of first enrollment 2020 and not 2021, counting the credits validated from a previous career].*

Within the conclusive rankings (art. 8.5) candidates can request that the previous career is not reset. In this case, any validated credits will be counted, but the year of first enrollment will correspond to the year of first enrollment in the type of course attended in the a.y. 2023/2024, in accordance with the definitions set forth in art. 1.2.1..

Applicants whose university and administrative programme records are not all registered in time to compile the rankings are subject to confirmation pending verification by the Agency. The same applicants will be excluded where:

- a) their university position is not registered at the HEI/AFAM institute in time for the compilation of the latest conclusive rankings;
- b) their university position is registered at the HEI/AFAM institute in time for the compilation of the latest conclusive rankings, but they do not meet the requirements prescribed by the call.

**Applicants who, in academic years prior to the academic year 2023/2024, have made one of the programme changes referred to in this article and are again enrolled in a first year of the course for the academic year 2023/2024 are excluded pursuant to art. 1.2.2 of this call.**

Applicants enrolled by **abbreviation of course**, after obtaining the three-year degree, **from the first to the third year** of a single-cycle degree course for the a.y. 2023/2024, are excluded from the competition for possession of a qualification of the same level. These candidates will be able to compete if enrolled in the fourth and fifth year of the new single-cycle degree course.

### 3.6 Bonus for achieving the minimum merit requirement

Applicants enrolled for years subsequent to the first in a "type A" or "type B" course who do not possess the minimum number of credits required under art. 3.2 on **10/08/2023** will have the opportunity to qualify for a credit "**bonus**" accrued on the basis of the course year attended, in the following ways:

- **5 credits:** for use throughout the university programme, if used for the first time **for access to benefits for the second academic year**. The unused portion may be used for competitions in subsequent years (e.g. if 2 credits are used for second year benefits, the student has 3 remaining credits that can be used for all the subsequent years until completion of the university programme);
- **12 credits:** for use throughout the university programme, if used for the first time **to receive benefits for the third academic year**. The unused portion can be used for competitions in subsequent years, e.g. if 5 credits are used for third year benefits, the student will have 7 remaining credits that can be used for all the subsequent years until completion of the university programme);
- **15 credits:** for use throughout the university programme, if used for the first time **to receive benefits for the third academic year**. The unused portion can be used for competitions in subsequent years, e.g. if 10 credits are used for benefits in years subsequent to the third, the student will have 5 remaining credits that can be used for all the subsequent years until completion of the university programme).

The number of bonus credits that may be necessary to achieve the minimum merit requirement is assigned directly by the Agency.

Applicants enrolled for years subsequent to the first of a "type B" master's degree course can use the bonus accrued but not used during the three-year degree.

The number of bonus credits is the same throughout their university programme, even if split between multiple HEIs. Therefore, an applicant from a HEI **other than the one in which they are enrolled for 2023/2024** and who has already benefited from a "*bonus*" with an institution for student affairs other than ADiSURC is required to communicate this in the online form.

The remaining bonus credits, if available and if necessary, may be used for participation in this competition.

Applicants who are eligible due to "*bonus*" credits awarded are placed in the rankings below applicants who have not benefited in this way (art. 8.8).

**Bonuses cannot be awarded to applicants enrolled in the first year of a "Type A" or "Type B" course.**

## ARTICLE 4 – REQUIREMENTS RELATING TO ECONOMIC CONDITION

### 4.1 Participation limits

Pursuant to the Prime Ministerial Decree of 09 April 2001, art. 5, paragraph 9 and the provisions of the Campania Region "Annual university access intervention plan for the academic year 2023/2024," all applicants must meet the following income requirements for participation in the competition:

- a) the combined Indicator of the Equivalent Financial Situation of the household (ISEE), and the indicator of the financial situation abroad, must not exceed **€25,500.00** (twenty-five thousand five hundred/00);
- b) the Equivalent Balance Sheet Indicator of the household (ISPE) must not exceed **€54,000.00** (sixty-four thousand/00).

The ISEE limit of € 25,500.00 is to be considered net of any amount relating to **scholarships, graduation awards, grants for international mobility and grants for student**



**partnerships awarded in the academic years prior to 2023/2024 and received in the 2021 calendar year (from 01/01/2021 to 31/12/2021 – cash principle),** as further detailed in art. 4.3 below.

#### 4.2 University ISEE

The economic conditions of applicants are identified on the basis of the indicator of the equivalent economic situation referred to in Prime Ministerial Decree 159/2013 as amended, and must be self-certified, **under penalty of exclusion from the competition**, through the **UNIVERSITY ISEE**, issued following compilation of **Form MB2 – Section C "University Benefits"** – of the Single Personal Declaration (Dichiarazione Sostitutiva Unica - DSU), after identification of the student's household, regardless of residence, which may differ from that of the household of origin.

**Under penalty of exclusion from the competition**, the Single Personal Declaration (DSU) must be signed in the year **2023** and the related ISEE certificate must be available automatically in the INPS archives no later than the day following the deadline for application submission.

**NB. Applicants are advised to ensure that their Tax Centre (CAF - centro di assistenza fiscale) forwards the signed DSU to INPS.**

#### 4.3 Applicants whose household qualified in 2021 for IRPEF-exempt income or revenue (welfare, social security, indemnity, etc.) and are previous recipients of university benefits in academic years prior to 2023/2024

Pursuant to art. 4, paragraph 2(f)), of Prime Ministerial Decree 159/2013, for the purposes of identifying the income statement indicator (ISR), in addition to the total income for IRPEF purposes and income subject to substitutive tax (e.g. income produced under the facilitated tax system) or withholding tax (e.g. occasional benefits), social security, welfare and indemnity assistance, including debit cards, must also be declared for any reason received from public administrations, with the exception of those received due to disability (Article 2-sexies of Law no. 89 of 26 May 2016), where they are not already included in the total income. Therefore, pursuant to art. 4, paragraph 5 of Prime Ministerial Decree 159/2013, **if the applicant is already the recipient of a scholarship, graduation award, grants for international mobility or student partnerships assigned in the academic years before 2023/2024 and paid in the 2021 calendar year (from 01/01/2021 to 31/12/2021 – cash basis), they must indicate these amounts in DSU section FC4 under 'tax-exempt income' and declare these in the online form.**

Correspondence of the amount indicated in DSU section FC4 and that declared in the online form will be verified directly. In case of inconsistency, **the applicant will not qualify for the subsidy referred to in Article. 4, paragraph 5, of Prime Ministerial Decree 159/2013, consisting in the subtraction of the exempt income, compared to the corresponding parameter of the equivalence scale, from the ISEE value resulting from the certification.**

#### 4.4 ISEE certification omissions or discrepancies

If the INPS, through the Revenue Agency or other public administrations holding the data relevant for the DSU, **identifies omissions and/or discrepancies** in the self-declared DSU data, this is indicated in the ISEE certificate issued to the applicant.

In that case, the applicant may:

- a. submit a new DSU to remedy the omissions;

b. request the benefit through the ISEE certification containing omissions.

These applicants will be included in the ranking with the income values of the last University ISEE certificate held in the INPS archives, with any omissions and discrepancies indicated. **If the income values are those taken from ISEE certification containing omissions, the applicants will still be considered eligible if they meet the requirements of articles 3 and 4 of the call. However, if omissions are not rectified in time for the approval of the conclusive ranking, they will also be subjected to an economic and financial assessment, with notification to the Guardia di Finanza (Finance Police).**

Applicants included in the provisional rankings with the income values of an ISEE certificate containing omissions may request correction pursuant to art. 8.3.

These applicants will remain subject to confirmation, with consequent suspension of payment, until their position is rectified and no later than the approval date of the conclusive rankings, being permitted to sign a new DSU at the CAF (Tax Centre) to remedy the omissions.

Where the omissions have not been remedied and communicated to ADiSURC in time for the approval of the definitive rankings, and without prejudice to the possession of the requirements of art. 3 and 4 of the call following the presentation of the new ISEE, the payment of any scholarship awarded will take place by 30/06/2024:

- in a lump sum for those enrolled in years subsequent to the first;
- at a rate of 50% for those enrolled in the first year,

and the name will be sent to the Guardia di Finanza (Finance Police) for the economic and financial assessment.

This does not apply to applicants whose scholarship will be funded through ESF ROP resources, for whom suspension of payment will remain until omissions/discrepancies are corrected.

## 4.5 Applicant status details

### 4.5.1 *Independent student*

For the purposes of calculating the UNIVERSITY ISEE, identification of the student's household follows special rules with respect to personal residence as defined under Article 8 of Prime Ministerial Decree 159/2013.

Pursuant to Article 8, paragraph 2, of Prime Ministerial Decree 159/2013, **for the sole purpose of University ISEE, the student remains part of their parents' household – even if not living with them – unless actual autonomy is demonstrated.**

A student is defined as 'independent' if they meet all three of the following requirements:

1. they left their household of origin at least two years prior to the date of submission of the scholarship application;
2. they live in rented accommodation owned by a person other than members of their household of origin;
3. they have earned income from employment or similar work, declared for tax purposes, for at least two years prior to participation in the competition (for the fiscal years 2021 and 2022) and have earned no less than €9,000.00 (nine thousand/00) per year.

All applicants intending to participate as independent students must self-certify this status in the online application form.

While these applicants are entitled to the scholarship corresponding to non-resident students, they will automatically be subject to an economic and financial assessment.

### 4.5.2 *Applicant with political refugee or stateless status*

An applicant who declares themselves stateless or a political refugee is considered to be a student with household resident in Italy. Therefore, the applicant's economic conditions are identified on the basis of the indicator of the equivalent economic situation as per Prime



Ministerial Decree 159/2013 as amended and must be self-certified through the UNIVERSITY ISEE referred to in art. 4 of the call.

The status of stateless student or political refugee must be self-certified or documented **no later than the deadline for participation in the competition**, through:

- a. **residence permit for political asylum**, issued by the Police Headquarters (Questura) to holders of documentation certifying refugee status, pursuant to Article 1(a), of the 1951 Geneva Convention, issued by one of the Territorial Commissions for the recognition of refugee status and international protection established with the Ministry of the Interior;
- b. **certification of statelessness** (Article 17 of Presidential Decree 572/1993), issued by the Ministry of the Interior, Department for Civil Liberties and Immigration, at the request of the interested party.

#### 4.5.3 Applicant with citizenship of an EU country (other than Italy) and non-EU country, with household resident abroad

Pursuant to Article 8, paragraph 3, of Legislative Decree no. 68 of 29 March 2012, the economic condition of a foreign applicant **with household resident abroad** or of an Italian applicant residing abroad is defined through the Indicator of the **equivalent economic situation abroad**, calculated as the sum of any income received abroad and 20% of assets owned abroad, assessed pursuant to Article 7, paragraph 7, of Legislative Decree no. 68 of 29 March 2012.

Therefore, an applicant **with household resident abroad** must send ADiSURC, **no later than 31/03/2024 and under penalty of exclusion**, a copy of the **EQUIVALENT UNIVERSITY ISEE (ISEEUP)** completed at a CAF (Tax Centre) and in one of the ways referred to in art. 5.

Upon any subsequent request of ADiSURC, this applicant must then produce the documents issued by the competent authorities of the country where the income is produced and the assets owned, translated into Italian by Italian diplomatic authorities and certifying:

- a. the household of origin, specifying: name, surname and date of birth of each member, as well as any absence of one or both parents, in order to identify the correct equivalence scale parameter;
- b. the work activity and the relative gross income received abroad by each household member in the year 2021 (lack of income must be specified in the documentation);
- c. any buildings owned abroad by each household member on 31 December 2022 with the relative area specified as well as the movable assets available abroad on the same date (the absence of real estate assets must be expressly specified in the documentation);
- d. any rental costs incurred for the residence of the household.

**The payment of any scholarship funds will be suspended until the EQUIVALENT UNIVERSITY ISEE (ISEEUP) is received.**

#### 4.5.4 Applicant from a particularly poor or developing country

An applicant from a particularly poor or developing country referred to in Ministry of Education, University and Research Decree no. 115 of 28/02/2023, **with a household resident in said country**, must transmit the following to ADiSURC, using one of the methods referred to in art. 5 and **under penalty of forfeiture of this status, no later than the deadlines for participation in the competition**:

1. a certificate from the Italian Diplomatic Representation in the country of origin certifying that the student does not belong to a family known to have a high income and a high social level, pursuant to Article 13, paragraph 5, of the Prime Ministerial Decree of 9 April 2001;

- alternatively, for applicants who enrol in the first year of three-year degree, master's degree, single-cycle degree courses, the certification referred to in the previous paragraph may be issued by bodies authorised to provide economic coverage guarantees (Italian institutions and bodies with established credit, local governments, foreign institutions and bodies considered reliable by the Italian diplomatic representation) referred to in the current provisions on enrolment of foreign students in Italian universities. In this case, the body issuing the certification undertakes to return any scholarship and service fees that may have been used on behalf of the student in the event of revocation.

In the absence of said certification, the arrangement for an applicant with a household abroad referred to in the previous paragraph apply; the applicant must therefore complete the online application form and send a copy of the EQUIVALENT ISEE **no later than 31/03/2024**.

Applicants from particularly poor or developing countries, but **having a household resident in Italy**, are treated in the same way as Italian students and therefore must complete the UNIVERSITY ISEE certification as per art. 4.2.

The list of countries considered particularly poor or developing are defined, for the purposes of this competition, by Ministry of Education, University and Research Decree no. 115 of 28/02/2023, and is attached to the call guidelines.

#### 4.5.5 Applicant with citizenship of an EU country (other than Italy) and a non-EU country, as well as coming from particularly poor or developing foreign countries, with a household resident in Italy

The following are equal in all respects to Italian students:

- foreign student applicant who lives with their family in Italy**, with or without an income and/or savings abroad;
- foreign student applicant residing in Italy**, with a household resident abroad, but who is considered **independent**.

These students must complete the UNIVERSITY ISEE certificate as per art. 4.2.

NB: A student is defined as 'independent' if they meet all three of the following requirements:

- they left their household of origin at least two years prior to the date of submission of the scholarship application;
- they live in rented accommodation owned by a person other than members of their household of origin;
- they have earned income from employment or similar work, declared for tax purposes, for at least two years prior to participation in the competition (for the fiscal years 2021 and 2022) and have earned no less than €9,000.00 per year.

#### 4.5.6 Applicants enrolled in doctoral research courses

For benefits related to doctoral research courses, the applicant may select the 'nucleo ristretto (restricted household)' option, which consists solely of the actual applicant, their spouse, any children under the age of 18 and adult children who are financially dependent for IRPEF purposes on the applicant, to the exclusion of all other family members.

This 'restricted household' ISEE may be used for this competition in place of the UNIVERSITY ISEE.



## ARTICLE 5 – RULES FOR PARTICIPATION IN THE COMPETITION

### 5.1 General rules – Terms

**Participation in the competition is permitted exclusively via the web**, pursuant to Article 3-bis, of Law 241/1990 and Article 45, paragraph 1, of Legislative Decree 82/2005: applicants must complete an online application form (available on the website [www.adisurcampania.it](http://www.adisurcampania.it) pursuant to Article 54, paragraph 2-ter, of Legislative Decree 82/2005) by following the instructions for their specific HEI.

Once validated, the online application form is accessed via SPID (Public Digital Identity System) or CIE (Electronic Identity Card) or, for all other cases, by strictly personal and non-transferrable access credentials, pursuant to Article 3-bis, of Law 241/90, Article 38, paragraph 2, of Presidential Decree no. 445 of 2000 and Articles 64, paragraph 2 and 65, paragraphs 1 and 2, of Legislative Decree no. 82 of 2005.

The information entered in the application form may be modified before the form is submitted. The applications will not be assessed until the end of the submission period. Students may therefore modify their application form by logging into their personal account at any time before that date.

**Applications submitted by means or methods other than those indicated in this article will be excluded from the competition.**

**The online application form must be confirmed no later than 12 pm on 25 September 2023, under penalty of exclusion from the competition.**

Applications which, for any reason, arrive after the deadlines specified above will not be accepted. Similarly, applications completed partially or incorrectly and/or that do not comply with the methods for submission indicated above will not be accepted.

Application who make errors in compilation that prevent the retrieval of their data from INPS or HEI/AFAM archives which are essential for valid participation in the competition will be excluded from the competition.

The application may be completed and confirmed using any personal computer connected to the Internet, on any day and at any time before the deadline indicated above. However, the Agency accepts no responsibility for applications that have not been received by the deadline where this is caused by technical problems not attributable to the Agency's IT system. **To avoid potential obstacles due to network overload, we recommend that applicants do not wait until the deadline dates to send their online application forms.**

### 5.2 Submission of documentation

The application form contains all the information required from the applicant (personal details, payment details, etc.) including qualifications and income details.

Pursuant to Articles 6 and 48 of Legislative Decree no. 82 of 7 March 2005, applicants must declare their certified email (PEC) address when submitting the online application.

The form is self-certified pursuant to Presidential Decree No 445/2000, containing only data useful for the intended purpose. If the documentation is not available from the bodies indicated by the applicant in the online scholarship application due to incomplete, inaccurate, or missing information, the applicant will be excluded from the competition.

Certain information, however, must also be documented for compliance purposes (Articles 19 and 19-bis of Presidential Decree 445/2000) using self-certification Form 1 attached to these guidelines, also available for download online, together with a copy of the applicant's valid ID or equivalent, pursuant to Article 35, paragraph 2, of Presidential Decree 445/2000.

The following circumstances governed by this call must be documented by sending documentation to the Agency:

1. Applicant from a particularly poor or developing country;
2. Applicant with a disability;

### 3. EQUIVALENT UNIVERSITY ISEE (ISEEUP) Applicant with household resident abroad.

All the requirements certifying status must be met on the deadline date for the call under penalty of exclusion from the competition. Therefore, if documentation provided for in this article has an expiry date falling before the deadline date of the call, the applicant will be responsible for taking any necessary action with the entities responsible for issuing said documentation for the purposes of submission within the times provided for in the call. Certifications with a validity date expiring prior to the call deadline will not be assessed. This documentation, accompanied by Form 1 and a copy of the applicant's valid ID or equivalent, pursuant to Article 35, paragraph 2, of Presidential Decree 445/2000, must be sent to the Agency using one of the following methods:

1. by certified email (PEC) to: [adisurc@pec.it](mailto:adisurc@pec.it);
2. by registered letter with return receipt to: A.Di.S.U.R.C., Via A. De Gasperi, 45 – 80133 Naples, 'Scholarship documentation for 2023/2024 and <the reference HEI>.' Date as postmarked;
3. by logging in to the Internet portal with the credentials issued to them during the validation phase and attaching, in the appropriate section, the scanned documents (duly signed) referred to above.

### 5.3 Specific rules for applicants with disabilities, applicants from other HEIs following withdrawal from studies or forfeiture, applicants already holding another degree and bonus usage

#### 5.3.1 Applicants with disabilities

Where required in the online form, applicants with recognition of disability pursuant to Article 3, paragraph 1, of Law no. 104 of 5 February 1992, or with a disability equal to or greater than 66%, must expressly declare this and produce within the same deadline the documentation issued by the competent Authorities to prove such status, as indicated in the table in paragraph 5.2 above. Failing this, the merit data of the non-compliant applicant are assessed in accordance with the provisions of art. 3.1 and 3.2 and the increase in the scholarship provided for this condition in art. 6.2(b) is not payable.

The documentation submitted must be accompanied by Form 1 and a copy of the identity document or equivalent pursuant to Article 35, paragraph 2, of Presidential Decree 445/2000.

#### 5.3.2 Applicants from HEIs other than the one for which they compete in the academic year 2023/2024 following withdrawal from studies or forfeiture

Where required in the online form, applicants who in the past have withdrawn from or forfeited courses begun at a HEI/AFAM institute **other than that for which they compete in the academic year 2023/2024** and of the same type (art. 1.2) and who have not used the validation of credits obtained in the previous university programme, must expressly declare this, pursuant to Articles 46 and 47 of Presidential Decree 445/2000.

Applicants who have withdrawn from or forfeited their studies within the same HEI/AFAM institute are exempt.

ADISURC shall verify the situation with the original HEI and will apply the rule explained in article 3.5.

#### 5.3.3 Applicants already holding another degree

Pursuant to Article 3, paragraph 4, of the Presidential Decree of 9 April 2001, the benefits are



granted for the first time for the pursuit of each of the course of study types (type A, type B and type C) referred to in art. 1 above. Therefore, students already holding another university degree (including if obtained abroad and not recognised in Italy) of the same level of the degree they aspire to obtain at the end of the course in which they are enrolled for the academic year 2023/2024 are not permitted to participate in the competition.

If requested in the online form, an applicant who has obtained a degree at a HEI **other than the one for which they compete in the academic year 2023/2024** is required to expressly report this, pursuant to Articles 46 and 47 of Presidential Decree 445/2000.

The Agency shall request from the HEI in question the data relating to the degree obtained.

#### 5.3.4 Applicants who have benefited from bonuses

Applicants who come from a HEI **other than the one for which they compete in the academic year 2023/2024** and who have already benefited from a "bonus" at an organisation for student affairs other than the Agency, are required to self-certify this in the online application form pursuant to Articles 46 and 47 of Presidential Decree 445/2000.

The Agency directly requests the data relating to the bonuses used from the relevant organisation for student affairs.

#### **5.4 Transfer of application for applicants from other HEIs/AFAM institutes**

Students who enrol in a course of study at a Campania Region HEI/AFAM institute following a **transfer from another HEI** for the academic year 2023/2024 may participate in the competition provided that, **under penalty of exclusion from the competition:**

- they submit an application for participation in the competition for the award of scholarships to the organisation for student affairs (OSA) of origin no later than **the deadline applicable to this competition;**
- they make their request to the OSA of origin in a timely manner, so that the request for participation submitted thereto is sent to the Agency no later than **12 pm on 31/12/2023;**
- they pay the regional fee by **31/12/2023**, if coming from the HEI of another Region.

All the rules of this call shall apply to transferring applicants.

Applicants whose transfer request is received after the publication of the provisional rankings referred to in art. 8.2 are included solely in the definitive rankings referred to in art. 8.4, and therefore do not have the option to request correction as per art. 8.3; any appeals must be forwarded to the Campania T.A.R. (Regional administrative court) offices in Naples, within 60 (sixty) days from the date of publication.

#### **5.5 Information and Support**

Clarification about your **university programme and merit** details (registration, due payment of enrolment fees and regional fee, registration of completed exams and credits, etc.) may only be requested from the relevant offices of your HEI/AFAM institute.

Clarification about your **income position** may only be requested from the competent offices (financial offices, regular accountants, offices responsible for issuing the ISEE certificate, etc.). ADiSURC personnel are responsible only for providing information relating to the rules governing this selection procedure.

Information and support service FAQs are available on the website [www.adisurcampania.it](http://www.adisurcampania.it). For any questions not answered in the FAQs, you may request additional assistance in the manner described below:

|                       |   |
|-----------------------|---|
| Free telephone number | 081-18187377  |
| E-mail addresses      | <a href="mailto:borsecra1@adisurcampania.it">borsecra1@adisurcampania.it</a> for HEIs located in the city of Naples<br><br><a href="mailto:borsecra2@adisurcampania.it">borsecra2@adisurcampania.it</a> for HEIs located in the province of Avellino, Benevento and Salerno |

The service is not available on Saturdays, Sundays and public holidays or between the 14th and 18th of August 2023.

**No reply can be guaranteed if support requests are received after 12 pm on 18th september 2023.**

## ARTICLE 6 – AMOUNT OF THE SCHOLARSHIP. INCREASES AND DECREASES

### 6.1 Amount of scholarship in relation to income

The basic amount of the bursary is set at:

- € 2.682,77, plus one free daily meal per "resident" student;
- € 3.889,99 per "commuter" student;
- € 6.656,52 per "non-resident" student.

The above amounts are paid in full to students whose financial condition is less than or equal to two thirds of the equivalent economic situation indicator (ISEE) referred to in art. 4.1, set at **€ 25,500.00**. For values greater than 2/3, the amount of the bursary is progressively reduced. For a value less than or equal to half the threshold, the basic amounts of the bursary are increased by 15%.

The following table shows the details of the amounts.

| ISEE                          |                    | AMOUNT OF THE BURSARY IN EUR |                    |                    |
|-------------------------------|--------------------|------------------------------|--------------------|--------------------|
|                               |                    | 'NON-RESIDENT' STUDENT       | 'COMMUTER' STUDENT | 'RESIDENT' STUDENT |
| Less than or equal to:        |                    | Total amount                 | Total amount       | Total amount       |
| 1/2 of the threshold          | € 12.750,00        | € 7.655,00                   | € 4.473,49         | € 3.085,19         |
| <b>BASE: 2/3 of threshold</b> | <b>€ 17.000,00</b> | <b>€ 6.656,52</b>            | <b>€ 3.889,99</b>  | <b>€ 2.682,77</b>  |
| 7/9 of the threshold          | € 19.833,33        | € 5.934,35                   | € 3.374,99         | € 2.265,18         |
| 8/9 of the threshold          | € 22.666,67        | € 5.212,17                   | € 2.860,00         | € 1.847,59         |
| Income threshold              | € 25.500,00        | € 4.490,00                   | € 2.345,00         | € 1.430,00         |

### 6.2 Increases and decreases

For students whose economic status is less than or equal to two thirds of the equivalent economic status indicator (ISEE), the amount of the scholarship referred to in point 6.1 above shall be:

- a. **increased by 15%** if the value of the Equivalent Economic Situation Indicator (ISEE) is less than or equal to half of the threshold, set at € 25,500.00;
- b. **increased by 40%** if the student has a recognised disability pursuant to Article 3, paragraph 1, of Law No 104 of 5 February 1992, or has a disability equal to or greater than 66%;
- c. **increased by 20%** if the student is female and attends one of the STEM courses indicated in the annex to this call;
- d. **increased by 20%** if the student enrolls simultaneously in two courses of study at different HEIs and/or AFAM institutes (art. 1.2.6);
- e. **increased by 50%** if the assignee obtains the degree and master's degree **within the duration provided for by the respective educational** systems (the 'graduation award'), which may be increased by one semester for the cases referred to in paragraph 1.2.7 above. This increase will only apply if there are sufficient additional financial resources with respect to the number of scholarships awarded.
- f. **reduced by 50%** if the assignee is enrolled in the '*additional semester*' referred to in art. 1.2.2;
- g. **reduced by 50%** if an assignee enrolled for the first year fails to obtain 20 credits before 10/08/2024 but before 30/11/2024, as set out in art. 3.1 and 13.
- h. **automatically reduced** by the amount corresponding to the value of the services used by the applicants, in accordance with art. 10.3 and 10.4 (accommodation and catering services).
- i. **automatically reduced** by any sum owed to the Agency by the applicant for any reason (withdrawal, damage, etc.).

Increases and reductions are implemented automatically by the Agency following checks with the HEIs/AFAM institutes.

The increases referred to under points (c) and (d) cannot be combined with the increases referred to under point (a) and (e). Therefore, in the case of an ISEE value less than or equal to €12,750.00, these increases are calculated on the base value of the scholarship (€6.656,52; €3.889,99; €2.682,77).

Similarly, in the case of recognition of the graduation award referred to under point (e) as well as the 50% reduction of the scholarship referred to in points (f) and (g), the resulting amount for students with an ISEE value less than or equal to €12,750.00 is calculated on the base value of the scholarship (€6.656,52; €3.889,99; €2.682,77).

## ARTICLE 7 – "RESIDENT", "COMMUTER" AND "NON-RESIDENT" STUDENTS

### 7.1 General criteria

Depending on the place of residence with respect to their course venue, an applicant is categorised as "resident," "commuter" or "non-resident."

"Course venue" means the Municipality in which the course is carried out in its entirety and not limited to certain lessons.

An applicant who attends a course whose venue is located in their municipality of residence or in the municipalities immediately adjacent to it, as regulated in the following paragraph, is defined as "**resident**."

Applicants enrolled in an online course run by one of the HEIs referred to in art. 1.2.1 are included among "**resident**" students, regardless of their place of residence.

An applicant is considered a "**commuter**" if they reside in a Municipality not immediately adjacent to that where their course venue is located.

Applicants whose course location is not yet final are considered "**commuters**" in the provisional ranking, although status is not assigned. Once this location has been defined, these applicants

will be assigned the appropriate status ("*resident*" or "*commuter*") on the basis of the distance between the course venue and their residence. "*Non-resident*" status will be assigned to applicants meeting the requirements described below.

An applicant is considered "**non-resident**" if the following three conditions are **jointly** met:

1. attendance of a course of study held at least 30 (thirty) kilometres distance from the Municipality of residence or who, regardless of the distance in kilometres, resides in one of the islands of the Gulf of Naples (Ischia, Capri or Procida);
2. paid accommodation in the course venue Municipality or in a neighbouring locality, to be demonstrated by:
  - a) allocation of an accommodation place in one of the university residences, as per art. 10;
  - b) and/or a lease for residential use, duly registered as per art. 7.3;
3. permanence in the accommodation place referred to in point 2 for a duration of at least 10 (ten) months in the period 01/10/2023 – 30/09/2024. Permanence of at least 10 months can also be achieved by combining the time spent in university residence and that in private accommodation.

The distance between municipalities is calculated using the ACI website and applying the 'shortest route' parameter.

## 7.2 Indication of venue Municipalities

Applicants residing in the municipality in which the degree course is based or in the following municipalities, with respect to the location of the degree courses, are considered "resident".

Atenei aventi sede legale nel Comune di Napoli (Università degli Studi di Napoli Federico II; Università degli Studi di Napoli L'Orientale; Università degli Studi di Napoli Parthenope; Università degli Studi Suor Orsola Benincasa; Accademia di Belle Arti di Napoli; Accademia della Moda di Napoli; Conservatorio "S. Pietro a Majella" di Napoli)

| Sede del corso               | Comuni in sede   |
|------------------------------|--|
| Ariano Irpino (AV)           | Apice, Ariano Irpino, Castelfranco in Miscano, Flumeri, Greci, Grottaminarda, Melito Irpino, Montecalvo Irpino, Savignano Irpino, Villanova del Battista, Zungoli, Monte Leone di Puglia |
| Avellino                     | Aiello del Sabato, Atripalda, Avellino, Capriglia Irpina, Contrada, Grottolella, Manocalzati, Mercogliano, Monteforte Irpino, Montefredane, Ospedaletto d'Alpinolo, Summonte             |
| Benevento                    | Apolloso, Benevento, Castelpoto, Foglianise, Fragneto Monforte, Paduli, Pesco Sannita, Pietrelcina, San Leucio del Sannio, San Nicola Manfredi, Sant'Angelo a Cupolo, Torrecuso          |
| Castellammare di Stabia (NA) | Castellammare di Stabia, Gragnano, Pimonte, Pompei, Santa Maria la Carità, Torre Annunziata, Vico Equense  |
| Cava de' Tirreni (SA)        | Baronissi, Cava de' Tirreni, Maiori, Mercato San Severino, Nocera Superiore, Pellezzano, Roccapiemonte, Salerno, Tramonti, Vietri sul Mare   |
| Eboli (SA)                   | Albanella, Battipaglia, Campagna, Capaccio, Eboli, Olevano sul Tusciano, Serre   |
| Frattamaggiore (NA)          | Arzano, Cardito, Casoria, Crispano, Frattamaggiore, Frattaminore, Grumo Nevano, Sant'Arpino  |
| Grottaminarda (AV)           | Ariano Irpino, Bonito, Flumeri, Fontanarosa, Frigento, Gesualdo, Grottaminarda, Melito Irpino, Mirabella Eclano  |



|                               |  |
|-------------------------------|--|
| Mercogliano (AV)              | Avellino, Mercogliano, Monteforte Irpino, Mugnano del Cardinale, Ospedaletto d'Alpinolo, Quadrelle, Summonte   |
| Napoli                        | Arzano, Casandrino, Casavatore, Casoria, Cercola, Marano di Napoli, Melito di Napoli, Mugnano di Napoli, Napoli, Portici, Pozzuoli, Quarto, San Giorgio a Cremano, San Sebastiano al Vesuvio, Volla  |
| Nocera Inferiore (SA)         | Castel San Giorgio, Nocera Inferiore, Nocera Superiore, Pagani, Roccapiemonte, San Valentino Torio, Sarno, Tramonti  |
| Nola (NA)                     | Acerra, Camposano, Casamarciano, Cicciano, Cimitile, Comiziano, Liveri, Marigliano, Nola, Ottaviano, Palma Campania, Roccarainola, San Felice a Cancellò, San Gennaro Vesuviano, San Paolo Belsito, San Vitaliano, Saviano, Scisciano, Somma Vesuviana, Visciano |
| Pomigliano d'Arco (NA)        | Acerra, Casalnuovo di Napoli, Castello di Cisterna, Pomigliano d'Arco, Sant'Anastasia, Somma Vesuviana   |
| Portici (NA)                  | Ercolano, Napoli, Portici, San Giorgio a Cremano   |
| Pozzuoli (NA)                 | Bacoli, Giugliano in Campania, Napoli, Pozzuoli, Quarto  |
| Salerno                       | Baronissi, Castiglione del Genovesi, Cava de' Tirreni, Giffoni Valle Piana, Pellezzano, Pontecagnano Faiano, Salerno, San Cipriano Picentino, San Mango Piemonte, Vietri sul Mare  |
| Sant'Agata de' Goti (BN)      | Arienza, Caserta, Dugenta, Durazzano, Frasso Telesino, Limatola, Moiano, Sant'Agata de' Goti, Santa Maria a Vico, Tocco Caudio, Valle di Maddaloni   |
| Sant'Angelo dei Lombardi (AV) | Guardia Lombardi, Lioni, Morra De Sanctis, Nusco, Rocca San Felice, Sant'Angelo dei Lombardi, Torella dei Lombardi, Villamaina   |
| Solofra (AV)                  | Aiello del Sabato, Calvanico, Contrada, Montoro, Serino, Solofra   |
| Torre del greco (NA)          | Boscotrecase, Ercolano, Ottaviano, Torre Annunziata, Trecase, Torre del Greco  |
| Vallo della Lucania (SA)      | Cannalonga, Castelnuovo Cilento, Ceraso, Gioi, Moio della Civitella, Novi Velia, Salento, Vallo della Lucania  |

#### Università della Campania L. Vanvitelli

| Sede del corso     | Comuni in sede  |
|--------------------|---|
| Ariano Irpino (AV) | Apice, Ariano Irpino, Castelfranco in Miscano, Flumeri, Greci, Grottaminarda, Melito Irpino, Montecalvo Irpino, Savignano Irpino, Villanova del Battista, Zungoli, Monteleone di Puglia |
| Avellino           | Aiello del Sabato, Atripalda, Avellino, Capriglia Irpina, Contrada, Grottolella, Manocalzati, Mercogliano, Monteforte Irpino, Montefredane, Ospedaletto d'Alpinolo, Summonte            |
| Aversa (CE)        | Carinaro, Casaluce, Cesa, Frignano, Giugliano in Campania, Gricignano D'Aversa, Lusciano, Parete, Sant'Antimo, San Marcellino, Teverola, Trentola-Ducenta                               |
| Benevento          | Apolloso, Benevento, Castelpoto, Foglianise, Fragneto Monforte, Paduli, Pesco Sannita, Pietrelcina, San Leucio del Sannio, San Nicola Manfredi, Sant'Angelo a Cupolo, Torrecuso         |
| Capua (CE)         | Bellona, Capua, Caserta, Castel di Sasso, Castel Morrone,   |

|                               |  |
|-------------------------------|--|
|                               | Grazzanise, Piana di Monte Verna, Pontelatone, San Prisco, San Tammaro, Santa Maria Capua Vetere, Santa Maria La Fossa, Vitulazio  |
| Caserta                       | Capua, Casagiove, Caserta, Castel Morrone, Limatola, Maddaloni, Recale, San Marco Evangelista, San Nicola La Strada, Sant'Agata dei Goti, San Prisco, Valle di Maddaloni   |
| Grottaminarda (AV)            | Ariano Irpino, Bonito, Flumeri, Fontanarosa, Frigento, Gesualdo, Grottaminarda, Melito Irpino, Mirabella Eclano  |
| Maddaloni (CE)                | Acerra, Caserta, Cervino, Maddaloni, Marcianise, San Felice a Cancelli, San Marco Evangelista, Santa Maria a Vico, Valle di Maddaloni  |
| Marcianise (CE)               | Acerra, Caivano, Capodrise, Carinaro, Gricignano di Aversa, Macerata Campania, Maddaloni, Marcianise, Orta di Atella, Portico di Caserta, San Marco Evangelista, San Nicola la Strada, Santa Maria Capua Vetere, Succivo |
| Napoli                        | Arzano, Casandrino, Casavatore, Casoria, Cercola, Marano di Napoli, Melito di Napoli, Mugnano di Napoli, Napoli, Portici, Pozzuoli, Quarto, San Giorgio a Cremano, San Sebastiano al Vesuvio, Volla                      |
| Salerno                       | Baronissi, Castiglione del Genovesi, Cava de' Tirreni, Giffoni Valle Piana, Pellezzano, Pontecagnano Faiano, Salerno, San Cipriano Picentino, San Mango Piemonte, Vietri sul Mare  |
| Sant'Angelo dei Lombardi (AV) | Guardia Lombardi, Lioni, Morra De Sanctis, Nusco, Rocca San Felice, Sant'Angelo dei Lombardi, Torella dei Lombardi, Villamaina   |
| S. Maria Capua Vetere (CE)    | Capua, Carinaro, Casaluce, Curti, Macerata Campania, Marcianise, San Prisco, San Tammaro, Santa Maria Capua Vetere, Teverola   |

#### Università degli Studi di Salerno

| Sede del corso | Comuni in sede   |
|----------------|--|
| Fisciano       | Baronissi, Calvanico, Castiglione del Genovesi, Fisciano, Mercato San Severino, Montoro                    |
| Baronissi      | Baronissi, Castiglione del Genovesi, Cava de' Tirreni, Fisciano, Mercato San Severino, Pellezzano, Salerno |

#### Conservatorio "Giuseppe Martucci" di Salerno

| Sede del corso | Comuni in sede  |
|----------------|---|
| Salerno        | Baronissi, Castiglione del Genovesi, Cava de' Tirreni, Giffoni Valle Piana, Pellezzano, Pontecagnano Faiano, Salerno, San Cipriano Picentino, San Mango Piemonte, Vietri sul Mare |

#### Conservatorio "Domenico Cimarosa" di Avellino

| Sede del corso | Comuni in sede   |
|----------------|--|
| Avellino       | Aiello del Sabato, Atripalda, Avellino, Capriglia Irpina, Contrada, Grottolella, Manocalzati, Mercogliano, Monteforte Irpino, Montefredane, Ospedaletto d'Alpinolo, Summonte |

## Università degli Studi del Sannio di Benevento e Conservatorio "Nicola Sala" di Benevento

| Sede del corso     | Comuni in sede  |
|--------------------|---|
| Ariano Irpino (AV) | Apice, Ariano Irpino, Castelfranco in Miscano, Flumeri, Greci, Grottaminarda, Melito Irpino, Montecalvo Irpino, Savignano Irpino, Villanova del Battista, Zungoli, Monteleone di Puglia |
| Benevento          | Apollosa, Benevento, Castelpoto, Foglianise, Fragneto Monforte, Paduli, Pesco Sannita, Pietrelcina, San Leucio del Sannio, San Nicola Manfredi, Sant'Angelo a Cupolo, Torrecuso         |

### 7.3 Lease agreement for non-resident applicants not housed at university residences

Applicants not housed in university accommodation and who intend to apply as non-resident students, must prove their status through a lease contract with a duration of at least 10 months between 01/10/2023 and 30/09/2024, submitted in writing and registered with the Revenue Agency.

The contract must not be sent to the Agency: applicants must self-certify the data of the contract in the online application form, in which the candidates must declare:

1. the contract identification details;
2. the registration data with the Revenue Agency;
3. the period of validity of the lease

Loan for use contracts are not valid for the purposes of this selection procedure.

Applicants holding a contract that comes to an end after the deadline date of the competition and whose validity period does not cover 10 months in the period 01/10/2023 – 30/09/2024 are assigned "**non-resident subject to confirmation**" status (equivalent to "commuter") until they have settled their status either by self-certifying a new contract or extending the expired contract **no later than 12 pm on 31/03/2024**, so as to cover the entire period of ten months. If these applicants are granted a scholarship pending status settlement, they will receive an advance payment equal to that provided for commuter students.

**"Non-resident" applicants holding a standard contract and who must withdraw from said contract for any reason during the academic year are required to provide immediate and documented notification, attaching a valid document.**

For the purposes of recognition of non-resident status, the possession of a lease contract is also required for applicants excluded from the provisional rankings, in order to allow for reinstatement following correction.

"Non-resident" status will be verified by ADiSURC with the Revenue Agency. If the assessment is negative, the applicant loses the right to avail of the benefits associated with "non-resident" status and will be assigned "commuter" status. The Agency is also required to report the circumstances to the judicial authorities (pursuant to Article 76 of Presidential Decree 455/2000).

### 7.4 Foreign students

Foreign students are considered "*non-resident*" regardless of their residence in Italy, **except in cases where the student's household resides in Italy**. In the latter case, a foreign student will be designated "resident," "commuter" or "non-resident" based on the same criteria applied to Italian students.



## 7.5 Independent Students

Independent students as per art. 4.5 of the call, are considered "*non-resident*" regardless of their residence in Italy. Applicants availing of this status will automatically be subject to an economic and financial assessment.

## ARTICLE 8 – COMPILATION AND PUBLICATION OF RANKING LISTS, ALLOCATION OF FUNDS

### 8.1 Type of rankings

The outcome of the competition is established through the compilation of the following three types of ranking, in chronological order:

- **Provisional** rankings;
- **Definitive** rankings;
- **Conclusive** rankings.

Each of the aforementioned rankings is drawn up according to the criteria set out in art. 8.2, 8.4 and 8.5 below and divided into:

- Single ranking reserved for applicants **enrolled for the first time in the first year**;
- Rankings reserved for applicants **enrolled in years subsequent to the first**.

The Agency can approve intermediate rankings between the three levels, in order to promptly define any changes in eligibility.

### 8.2 Provisional rankings

The **provisional rankings** are compiled immediately after the closing of the deadline for applications. The data provided by the applicants in the online application form are verified through:

- request for relevant data made to Universities;
- request on income data made to the INPS archives;
- request on bonuses, withdrawals and degrees of the same level made to other HEIs or OSAs.

As a result of this first processing, applicants may be classified as:

1. **Eligible**: applicants who meet the requirements of the call under art. 3 and 4;
2. **Excluded**: applicants falling within the cases referred to in art. 14;
3. **Eligible subject to confirmation**: applicants who may meet all the requirements to be considered eligible, but at least one of which requires further verification; these applicants, therefore, cannot yet be classified as either eligible for or excluded from the competition. The types differ depending on the HEI.

'Subject to confirmation' status is removed directly following verification by ADiSURC with the relevant HEI/AFAM institute.

During this phase, ADiSURC reserves the right to identify potential eligible assignees, for the purpose of granting accommodation to appropriately ranked non-resident students (see 8.11).

The provisional rankings are published exclusively on the ADiSURC website by 31/10/2023.

### 8.3 Corrections to the data used for the provisional rankings – Soccorso istruttorio

For reasons of economy and efficiency of the procedure, as well as equal treatment, the "soccorso istruttorio", aimed exclusively at regularizing the deficiencies of formal elements of the application and documentary irregularities, and not also at absolute and substantial deficiencies in the documentation or declarations, is permitted within 7 days from the

publication of the provisional rankings, only if it does not cause damage to the other candidates.

Therefore, within 7 days following publication of the provisional rankings, the applicant has the right to request that the Agency correct the data relating to them, solely and exclusively by filling out the appropriate online form in the manner described in art. 5.

By submitting a request for correction, all applicants may request, depending on the case:

- a. a change of the HEI to which they belong;
- b. a new query of the INPS archives on the part of the Agency: the applicant will be included in the definitive rankings with the income values resulting from the most recent university ISEE certificate present;
- c. inclusion of the details of a private lease contract;
- d. a change of household residence, if a foreign student;
- e. a change to the programme data statement;
- f. a change to the data relating to any bonus declared in the application;
- g. a change to the declaration (amount and paying entity) relating to the receipt (in the 2021 calendar year) of subsidies by way of scholarship, graduation award and grants for international mobility relating to academic years prior to 2023/2024 with indication in the FC4 section of the DSU;
- h. a change to the declaration relating to the application of another scholarship for the same year of the course for which they are competing;
- i. re-assessment of the year of enrolment in the course of study attended for the academic year 2023/2024 and the number of credits earned by 10/08/2023 (art. 3.5, second paragraph);
- j. a change to the declaration relating to simultaneous enrolment in another course of study pursuant to Law no. 33 of 12 April 2022, as regulated by art. 1.2.6 of the call;
- k. a change to the declaration of independent student status, as regulated by art. 4.5 of the call.

The mentioned requests are accepted even after the deadline of 7 days from the publication of the provisional rankings only when the conditions for submitting the request had not been concretely determined before.

#### 8.4 Definitive rankings

The **definitive rankings** shall be compiled at the end of the checks following submission of the requests for correction referred to in the previous paragraph. The data corrected by the applicants are verified through:

- a new request for relevant data made to Universities;
- a new request on income data made to the INPS archives;
- a request on bonuses, withdrawals and degrees of the same level made to other HEIs or OSAs.

The funds available for the competition are also allocated in this phase, as per art. 9.

As a result of this first processing, applicants may be classified as:

1. **Eligible recipients:** applicants who meet the requirements of the call under art. 3 and 4 and who have been awarded a scholarship;
2. **Eligible non-recipients:** applicants who meet the requirements of the call under art. 3 and 4 and who have not been awarded a scholarship due to exhausted economic resources;
3. **Excluded:** applicants falling within the cases referred to in art. 14;
4. **Eligible subject to confirmation:** applicants who may meet all the requirements to be considered eligible, but at least one of which requires further verification; these applicants, therefore, cannot yet be classified as either eligible for or excluded from the competition. The types differ depending on the HEI.



'Subject to confirmation' status is removed directly following verification by ADiSURC with the relevant HEI/AFAM institute.

The definitive rankings are published exclusively on the ADiSURC website by 31/12/2023.

### 8.5 Conclusive rankings

The **conclusive rankings** are compiled following completion of university programme verification procedures, also for the purposes of removing any 'subject to confirmation' status referred to in paragraphs 8.2 and 8.4 above.

'Subject to confirmation' status is removed directly following verification by ADiSURC with the relevant HEI/AFAM institute.

At the end of both processes, applicants are either:

1. **Eligible recipients:** applicants who meet the requirements of the call under art. 3 and 4 and who have been awarded a scholarship;
2. **Eligible non-recipients:** applicants who meet the requirements of the call under art. 3 and 4 and who have not been awarded a scholarship due to exhausted economic resources;
3. **Excluded:** applicants falling within the cases referred to in art. 14.

There are no applicants subject to confirmation in the conclusive rankings.

The conclusive rankings are published exclusively on the ADiSURC website following completion of the aforementioned verification procedures and no later than 30/04/2024.

### 8.6 Appeals against the definitive and conclusive rankings

Interested parties may appeal the definitive and conclusive rankings with the Campania Regional Administrative Court (TAR) within 60 (sixty) days from the date of publication of the same.

To this end, the publication of the documents and the relative rankings on the website demonstrates full acknowledgement of said documents pursuant to Articles 21-bis, paragraph 1, of Law 241/1990, and Articles 29 and 41, paragraph 2, of Legislative Decree 104/2010.

### 8.7 Single ranking reserved for students enrolled for the first time in the first year of all courses of study

Each type of ranking (provisional, definitive, conclusive) relating to students enrolled for the first time in the first year of courses of "type A", "type B" and "type C" includes students of all three-year degree, single-cycle degree, master's degree courses and statutory graduate courses for professional practice (excluding medical sciences pursuant to Legislative Decree 368/1999) or doctoral research courses (if not recipients of the scholarships referred to in Ministerial Decree 30/04/1999, no. 224, activated pursuant to Article 4 of Law 210/1998) and is ranked in ascending order solely on the basis of the Indicator of the Equivalent Economic Situation (ISEE) referred to in art. 4.

In case of parity of the Equivalent Economic Situation Indicator (ISEE), priority shall be given to the younger applicant.

In the single ranking, at least one scholarship is guaranteed for each of the three types of course referred to in art. 1.2: "Type A" courses; "Type B" courses; "Type C" courses.

### 8.8 Rankings reserved for applicants enrolled in years subsequent to the first

For each type of ranking (provisional, definitive, conclusive), students enrolled in years subsequent to the first of "type A" and "type B" courses are divided into a number of ranking

tables compiled on the basis of grouping the applicants by course year calculated as described in art. 1.2.1 above, and by degree course. In each of these groups (also called "aggregations") the applicants are placed in order of **decreasing index of merit (IM)** and increasing number of **bonuses** assigned (see art. 3.6).

The **index of merit (IM)** is calculated with the following formula:

$$IM = \{[(NC-NCD):(NCT-NCD)] + [(AG-(K \times 12)-18):12]\} + 2$$

wherein:

- NC** = number of credits earned **before 10/08/2023** (credits attributed as bonuses pursuant to art. 3.6 are not included);
- NCD** = number of credits due pursuant to art. 3 of this call;
- NCT** = number of credits foreseen in the statutory curriculum;
- AG** = average grade reported in completed exams as communicated by the university offices;
- K** = coefficient that assumes a value of **1** for students who qualify for "bonuses" and a value of **0** for those who do not.

In case of parity of the index of merit, priority in the rankings is given based on the following and in order:

- household economic condition referred to the ISEE, in ascending order;
- eligible assignees of the competition for the year 2023/2024;
- to eligible non-assignees of the competition for the year 2023/2024;
- to the youngest assignee.

For applicants with the same score, applicants who are eligible as bonus recipients are positioned in the rankings below applicants not benefitting from bonus credits.

### 8.9 Eligible scholarship recipients

For applicants who are eligible recipients of a scholarship, i.e. those whose ranking falls within the number of scholarships distributed on the basis of the funds available, the following process shall apply:

- a) allocation of a sum in cash, within the limits indicated under art. 6;
- b) allocation an international mobility grant, if requested and if resources are available (art. 11);
- c) reimbursement by the university of university fees and any other grants paid, pursuant to Article 5, paragraph 20 of Law 537/1993 (art. 8.13);
- d) reimbursement by the Agency of the regional fee introduced by Law No 549/1995 (art. 8.13). A.DI.S.U.R.C. will provide the competent Revenue Agencies with a list of applicants receiving a regional fee refund;
- e) accommodation services will only be provided to non-resident students with the appropriate ranking;
- f) access to the catering service under the rate referred to in art. 10.

The benefits referred to in points (a), (b) and (e) above shall be allocated in descending order of ranking.

### 8.10 Eligible non-recipients of a scholarship

Applicants who are eligible for, but not recipients of, a scholarship due to lack of resources, will receive:

- a) reimbursement by the university of university fees and any other grants paid, pursuant to Article 5, paragraph 20 of Law 537/1993 (art. 8.13);
- b) reimbursement by the Agency of the regional fee introduced by Law No 549/1995 (art.



- 8.13). A.DI.S.U.R.C. will provide the competent Revenue Agencies with a list of applicants receiving a regional fee refund;
- c) access to housing services and catering services, where present.

### 8.11 Tax refund to eligible applicants

Applicants who are eligible in the definitive rankings under art. 8.4 and in the conclusive rankings under art. 8.5 are entitled, without the need for further request, to reimbursement for:

- the regional student services fee;
- tuition fees at the university.

Reimbursement of the regional student services fee is directly provided by the Agency.

University fees are reimbursed according to the times and methods of the HEIs/AFAM institutes.

After completing the definitive rankings referred to in art. 8.4 and the conclusive rankings referred to in art. 8.5, the Agency sends the names of the eligible students to the relevant university, which shall reimburse the enrolment fees.

## ARTICLE 9 – FINANCING OF THE COMPETITION

This competition is financed through:

1. revenue from regional student services fees, pursuant to Article 13 of Regional Law 12/2016 as amended;
2. the Ministerial Supplementary Intervention Fund, determined annually by the Ministry for University and Research;
3. Next Generation EU resources (National Recovery and Resilience Plan), Mission 4 Component 1 Investment 1.7 "Scholarships for university access";
4. any additional regional resources, including from ESF, CSF and similar ROPS;
5. any other amount that may be allocated by the Agency to this competition.

The total amount of resources is allocated on the basis of the definitive ranking referred to in art. 8.4 and conclusive ranking pursuant to art. 8.5. Allocation is therefore compatible with the availability of the resources referred to in points 1 to 6, based on ranking position; some eligible applicants might not receive a scholarship (art. 8.11 and 8.12).

## ARTICLE 10 - PROCEDURES FOR THE USE OF SCHOLARSHIPS AND SERVICES

### 10.1 Tuition bursary and services bursary

The amounts indicated in art. 6.1, as proportionally structured according to the income conditions indicated in the same article, consist of:

- a) for "resident" applicants, solely a monetary bursary;
- b) for "commuter" applicants, a monetary bursary and a catering service bursary, as regulated in the paragraphs below;
- c) for "non-resident" applicants, a monetary bursary, a catering service bursary and an accommodation service bursary as regulated in the paragraphs below.



## 10.2 Payment of tuition bursaries

This consists of the total amount of the scholarship less the fees for the selected meal and housing services.

The cash amounts are disbursed as follows:

### Ordinary resources:

Scholarships are paid in the terms provided for by the Prime Ministerial Decree of 9/04/2001:

- a) an advance payment of 50% of the cash portion of the scholarship for all applicants who are not subject to confirmation in the rankings will be paid by 31 December 2023;
- b) the remaining balance of 50% of the cash portion of the scholarship will be paid:
  - to students enrolled in years subsequent to the first, if not subject to confirmation: by 30/06/2024;
  - to students enrolled in first year of courses, if not subject to confirmation: after verification that they have been awarded at least 20 credits before 10/08/2024 or 30/11/2024;
- c) for applicants subject to confirmation in the rankings, payment is suspended until confirmation status is settled in the definitive or conclusive rankings. For these applicants, the initial sum and the balance may be paid in one lump sum.

The bursary increases provided for in art. 6 may be applied at a later date, if subject to verification with other agencies.

Pursuant to Decree-Law no. 201 of 6 December 2011 converted, with amendments, by Law no. 214 of 22 December 2011, Article. 12, ADiSURC disburses scholarship instalments, graduation awards and grants for international mobility through electronic payment instruments. Following publication of the definitive and conclusive rankings, students who have been awarded a scholarship must communicate their IBAN code by accessing their personal account online. The IBAN code must correspond to a bank or post office current account belonging to the SEPA network, or any other electronic payment instrument with an associated IBAN code for which the applicant is **holder or joint holder**.

### Missing IBAN

Failure to provide an IBAN code will result in the suspension of payments. The suspended sums are paid once the obligation has been corrected and in accordance with office organisation and beyond the deadlines of the aforementioned calendar. Students who provide their IBAN code between the payment of the deposit and that of the balance will receive the deposit and balance in a single payment, at the same time as the payment of the balance.

### Incorrect IBAN

If an invalid IBAN code is provided, the sums paid will be returned to the Agency by the bank. Amounts returned will be repaid in accordance with the methods and timing determined by the office, net of any transfer fees applied by the bank.

To avoid problems with the IBAN, applicants are asked to ensure that the IBAN they provide:

- a. corresponds to a bank or post office current account belonging to the SEPA network (<https://www.bancaditalia.it/compiti/sispaga-mercati/sepa/>) or to any other electronic payment instrument with an associated IBAN code that is a member of the SEPA network;
- b. is held or jointly held in the name of the student recipient;
- c. is formatted correctly (27 alphanumeric characters for an Italian IBAN, or in the correct format for other countries: [https://it.wikipedia.org/wiki/International\\_Bank\\_Account\\_Number](https://it.wikipedia.org/wiki/International_Bank_Account_Number));
- d. is for a current account that has not been closed or blocked;

- e. is connected to a valid payment card;
- f. is connected to a payment card that is authorised to receive money;
- g. is connected to a payment card whose encashment limit has not been exceeded;
- h. is not connected to a post office savings account.

If no IBAN, or an unusable IBAN, has been submitted, the Agency shall notify the applicant that payments cannot be made, specifying the steps they must take to rectify the problem. In the event that the terms are not met, the credit shall be presumed waived (pursuant to article 1236 of the Italian Civil Code) and, therefore, the right to the credit will be permanently lost.

Information regarding payment methods is published on the ADiSURC website. Any bank fee payable by the student shall be deducted from the amount due.

### 10.3 Housing service and related costs

#### 10.3.1 Residences

Applicants who meet the "non-resident" student requirements may also apply for the allocation of an accommodation place at the following university residences, where available:

- Brin University Residence, Via Brin no. 65/c, Naples;
- Parthenope University Residence, Via G. Ferraris no. 273, Naples;
- Flavio University Residence, Via Rosini no. 12, Pozzuoli (NA);
- University residence in the Campus of Fisciano (SA) Lot I;
- University residence in the Campus of Fisciano (SA) Lot II, via Mariscoli;
- University residence in Baronissi (SA), via Aldo Moro;
- University residence in Aversa (CE), via Castello no. 24;
- University residence in Via San Pasquale in Benevento.

When submitting the online application, the applicant may indicate a preference, without this constituting any right, for:

- the type of room;
- the host facility.

The preferences expressed by the applicant when filling out the online application do not constitute any obligation on the part of the Administration, which reserves the absolute right to allocate accommodation places based on availability.

However, these preferences will be given priority on the basis of the position obtained by the applicant in the ranking, subject to actual availability.

In the event of unavailability at one of the aforementioned residences, the applicant students may be offered alternative accommodation in another residence, if available.

In case of insufficient accommodation places for the total number of applicants, allocation will be based on the order in the ranking.

In the event that the Agency will directly decide who are the applicants eligible for housing, acceptance of the assigned accommodation is a necessary condition to obtain non-resident status. In the event of non-acceptance, the student will automatically acquire commuter student status, even if they have a private lease.

Those who are not allocated accommodation due to the lack of available places at university residences can document their "non-resident" status by submitting, in the manner provided for by art. 5.2, a duly registered lease for residential use for a duration of at least ten months in the academic year 2023/2024.

Students allocated an accommodation place must present themselves at the location, at the times and on the dates indicated in the specific notice published on the ADiSURC website or in the email communication sent to qualified applicants, for the signing of the deed of acceptance of the accommodation place in the manner provided for in the University Residence Regulations and for the delivery of the documentation indicated therein.

Students **who expressly waive the accommodation or do not show up on the dates indicated for acceptance or do not produce the documentation required for the individual location will forfeit the right to accommodation and may, during the rectification phase, self-certify the data of the lease agreement with private parties. Failing this, the students will automatically acquire commuter status.**

Students who are in residence on 31 July 2023, with a contract for the a.y. 2022/2023 must leave the accommodation by 30 September 2023, in order to allow the assignments to the new applicants. No priority is recognized as a result of a previous contract, because assignments are made on the basis of the ranking order.

Once places have been allocated to eligible applicants in the conventional rankings (non-users of an additional bonus) until the available accommodation places are exhausted, places will then be allocated to eligible applicants in the single ranking of users of an additional bonus and, finally, paid accommodation places will be allocated to non-eligible students, non-participants in the competition or other categories of users provided for by the Regulations.

For the conditions of use of the accommodation, please refer to the University Residence Regulations.

### 10.3.2 Fees and payment methods

Service pricing is determined in application of the Prime Ministerial Decree of 09/04/2001, "Uniformity of treatment on the right to university studies, pursuant to Article 4 of Law no. 390 of 2 December 1991", of the Campania Region "Annual university access intervention plan for the academic year 2023/2024."

The fees charged for the service are as follows:

- from **€ 210.00** (two hundred and ten/00) to **€ 260.00** (two hundred and sixty/00) per month for 10 months (5 months for applicants enrolled in an "additional semester") for a **bed place falling within the optimal standard available**: placement in a single room; presence of toilets in the unit; presence of an independent cooking point; residence located at an adequate distance from the university.
- from **€ 160.00** (one hundred and sixty/00) to **€ 200.00** (two hundred/00) per month for 10 months (5 months for those enrolled in an "additional semester") for a **bed place that does not fall within the optimal standard available**: placement in a double room; absence of toilets in the unit; absence of an independent cooking point; residence distant from the university venue. All residences located within the Metropolitan City of Naples and the Benevento Residence fall outside the optimal standard available.

Allocation of an accommodation place constitutes the disbursement of part of the scholarship in services, for which a deduction is automatically made from the total amount of the scholarship due corresponding to the rate of the service to be applied in relation to the standard provided, as detailed below.

| Type of students   | Payment Type   |
|--|--|
| Non-resident eligible assignee students in subsequent years, not subject to confirmation in the ranking                      | Bursary deduction up to € 2,600.00   |
| Non-resident eligible assignee students in "additional semester" subsequent years not subject to confirmation in the ranking | Bursary deduction up to € 1,300.00 + potential direct monthly payment for the remaining 5 months |
| Non-resident eligible assignee students in a first-year, not subject to confirmation in the ranking                          | Direct monthly payment for all 10 months   |
| Non-resident eligible assignee students in subsequent years, not subject to confirmation                                     | Direct monthly payment for all months until no longer subject to confirmation and                |

|   |   |
|---|---|
| in the ranking  | cash payment for the accommodation service fee in case of scholarship benefit confirmation  |
| Non-resident eligible <u>non-assignee</u> students in a first year and subsequent years | Direct monthly payment for all months until scholarship allocation and cash payment of the accommodation service fee already paid |

Students enrolled in a first year who have obtained 20 verifiable credits by 30 April 2024 will be exempt from the payment of accommodation fees for the remaining months.

For applicants eligible for a scholarship, not subject to any confirmation and enrolled in years subsequent to the first, the amount corresponding to the fees for accommodation is automatically deducted from the upstream scholarship payment, before payment of the first scholarship advance, or with adjustment upon payment of the balance.

**All other persons are required to pay the rate corresponding to the allocated room,** as explained in the table above.

The monthly fee must be paid as per the internal regulations of the individual Residences, **under penalty of withdrawal of the benefit to use the accommodation place.**

Applicants who are excluded or forfeit or withdraw pursuant to art. 15, shall lose the right to the benefit and must leave the residence. If these applicants wish to continue to stay in the residence, they must submit an explicit request to the Agency, which reserves the right to decide on the matter based on the availability of unallocated beds for eligible persons.

Applicants who are excluded or forfeit or withdraw pursuant to art. 15, as well as applicants enrolled in a first year who, following non-confirmation of the scholarship, as per art. 3.1 and 13, are required to pay any difference in rate between students eligible for the competition and non-eligible students.

#### 10.4 Catering service and related costs

The university catering service is provided to all students, through production and distribution units - directly managed, under contract or agreement - at the teaching sites of the university institutions active in the Campania Region.

"University canteen" or "university refreshment point" are the places managed directly or indirectly by ADISURC.

Catering establishments and hospital canteens affiliated with the ADISURC are identified with "affiliated restaurants".

Service pricing is determined in application of the Prime Ministerial Decree of 09/04/2001, "Uniformity of treatment on the right to university studies, pursuant to Article 4 of Law no. 390 of 2 December 1991", of the Campania Region "Annual university access intervention plan for the academic year 2023/2024".

Eligible applicants receiving a scholarship with "resident" status and applicants eligible non-recipients of a scholarship, have the right to consume a free daily meal at the university canteens, university refreshment points or restaurants affiliated with the Agency, during the opening period.

For eligible applicants receiving a scholarship with "commuter" or "non-resident" status, a portion of the scholarship fund is automatically deducted for meal costs.

Status change from eligible non-assignee to eligible assignee as a result of ranking variation involves changing from one category to another.

**The deduction of the meal cost is mandatory for "commuter" and "non-resident" students in places where the service may be provided through a university canteen:**

a deduction is made from the amount of scholarship, corresponding to **€ 800,00** if the student chooses one meal per day and **€ 1.500,00** if the student chooses two meals per day.

Students applying for the competition as "non-resident" are entitled to choose two meal options per day.

**No reimbursement is due for failure to use the canteen service, nor for non-consumption of meals during periods when the service is closed due the suspension of teaching activities.**

On an experimental basis, for students who do not have the status of "non-resident" and attend courses where there is the possibility of using the catering service through the university canteen, it is possible to consume one meal per single shift, at the rate corresponding to the category to which they belong.

All students not subject to a mandatory deduction are required to pay for individual meals consumed, at the unit cost established by act of the Consiglio di Amministrazione of the Agency.

Below is the summary table

| TYPE OF STUDENT                               | STATUS       | YEAR OF COURSE                                | PRICING  |
|---|--------------|---|--|
| Not eligible in the competition               | -            | -   | II category  |
| Eligible and scholarship recipients           | RESIDENT     | First years and years subsequent to the first | One free meal per fay  |
|   | NOT RESIDENT | First years and years subsequent to the first | IF MANDATORY DEDUCTION IS DUE: two free meals per day<br>IF MANDATORY DEDUCTION IS NOT DUE: I category |
|   | COMMUTER     | First years and years subsequent to the first | IF MANDATORY DEDUCTION IS DUE: one free meals per day<br>IF MANDATORY DEDUCTION IS NOT DUE: I category |
| Eligible, but non-recipients of a scholarship | IN SEDE      | First years                                   | I category   |
|   | IN SEDE      | Subsequent years                              | One free meal per day  |
|   | FUORI SEDE   | First years                                   | I category   |
|   | FUORI SEDE   | Subsequent years                              | One free meal per day* and a second meal per day with I category                                       |
|   | PENDOLARE    | First years                                   | I category   |
|   | PENDOLARE    | Subsequent years                              | One free meal per day  |

\*The possibility of having the second daily meal is guaranteed for:

a) students attending courses in university places where there is the possibility of using the catering service through a university canteen or university refreshment point;

b) students staying at ADISURC university residences.

## ARTICLE 11 – INTERNATIONAL MOBILITY GRANT

Students receiving a scholarship may apply, one time only for each degree course referred to in art. 1, for a scholarship supplement for participation in international mobility programmes, equal to the difference between the € 600.00 amount and the monthly contribution assigned by the University, so that the total contribution between the University and ADISURC is equal to € 600.00 on a monthly basis. This sum is paid according to the actual number of days abroad, up to a maximum of 10 months, certified by the university running the mobility program, regardless of the country of destination and provided that the period abroad entails recognition of credits.

Travel expenses will also be reimbursed to the amount of € 100.00 for European countries and € 500.00 for non-European countries.

The grant will be paid, if necessary, provided that the applicants are recipients in the conclusive rankings referred to in art. 8.5.

In case of availability of economic resources beyond the scholarships, ADISURC disburses the grant at the end of the mobility period, after verifying the achievement of at least 6 credits.

## ARTICLE 12 – INCOME STATEMENT ASSESSMENTS

The Agency checks the veracity of the declarations produced by subsidy recipients, carrying out the necessary checks pursuant to applicable legislation and in particular Article 10 of Legislative Decree no. 68 of 29 March 2012. Pursuant to Article 10, paragraph 3 of Legislative Decree 29 March 2012, no. 68 *"Anyone who, without being in the conditions established by the state and regional provisions, submits untruthful statements, for themselves or members of the household, in order to qualify for the subsidies, shall be subject to an administrative penalty consisting of the payment of a sum of three times the amount received, or the value of the services unduly used, and shall forfeit the right to obtain other disbursements for the duration of the course of studies, without prejudice to the application of the penalties referred to in Article 38, paragraph 3, of the decree-law of 31 May 2010, no. 78 converted, with amendments, by the law of 30 July 2010, no. 122, as well as the criminal laws for the acts constituting an offence."*

The applicable legislation is the following:

- Article 10, paragraph 3, of Legislative Decree no. 68 of 29 March 2012;
- Article 38, paragraph 3, of Legislative Decree no. 78 of 31 May 2010;
- Law no. 689 of 24 November 1981;
- Presidential Decree 445/2000.

The following table summarises the consequences in cases of false declaration of economic and financial conditions.

| Assessment result                            | Recovery                   | Penalties  |
|--|----------------------------|--|
| Exceedance of ISEE or ISPE thresholds        | Amount unduly received     | 1. Restitution of three times the amount unduly received<br>2. Loss of benefit for the entire programme<br>3. Penalty of between €500 and €5,000<br>4. Reporting to the judicial authority |
| Irregularities involving ISEE band variation | Difference unduly received | 1. Penalty of between €500 and €5,000<br>2. Reporting to the judicial authority  |
| Irregularities involving no                  | None                       | None   |

|           |  |  |
|-----------|--|--|
| variation |  |  |
|-----------|--|--|

In all cases of where a false declaration is identified, the Agency shall report the facts to the judicial authority (pursuant to Article 76 of Presidential Decree no. 445/2000) for the purposes of investigating potential criminal conduct.

**In addition, the Administration reserves the right to avail of the assistance of the Guardia di Finanza (Finance Police)** for preliminary checks, reserving the right to suspend payments in any capacity if it deems it necessary to further verify self-certification.

### ARTICLE 13 - VERIFICATION OF MERIT. RESTITUTION OF UNDUE BURSARY OR OTHER AMOUNTS

Students enrolled in the first year of an undergraduate, single-cycle master's degree or master's degree course who have not obtained at least 20 credits by 30 November 2024 are required to return any first instalment of the scholarship received in advance. This provision does not apply in the case of students with recognition of disability pursuant to Article 3, paragraph 1, of Law no. 104 of 5 February 1992, or with a disability equal to or greater than 66%.

Students enrolled in the first year or in subsequent years who, following merit verification, no longer meet the requirements of art. 3.1 and 3.2 are also required to return the sums received and the corresponding value in services used.

In the above case, any sums already redeemed by the student and the amount corresponding to the value of the services actually used must be returned by the date indicated in the notification of exclusion and/or return measure and in the manner indicated therein.

Where there is a difference in fees applied to students eligible for the competition and non-participating students, failure to achieve at least 20 CFU by 30/11/2024 shall entail payment of this difference.

### ARTICLE 14 – SUMMARY OF GROUNDS FOR EXCLUSION

The following applicants shall be excluded from the competition:

- a) applicants not enrolled in the courses of study indicated in art. 1.2.1 for the academic year 2023/2024 in the terms provided for in art. 1;
- b) applicants who have already obtained a university degree (including if obtained abroad and not recognised in Italy) of the same level of the degree that they aspire to obtain at the end of the course in which they are enrolled for the academic year 2023/2024;
- c) applicants who have already obtained, in case of university programme change, a scholarship for the same year of the course for which application is made under this call;
- d) applicants who, as a result of a change in university programme, are enrolled for a second time in the first year of a course of study of the same type as the course from which they originate;
- e) applicants enrolled for the academic year 2023/2024 as repeat students or with "supplementary intermediate year" or "supplementary final year" or "programme suspended" status;
- f) applicants coming from other HEIs who have not fulfilled the obligations envisaged for incoming transfers;
- g) applicants not fulfilling the merit and economic requirements referred to in art. 3 and 4 of the call;
- h) applicants who are simultaneously enrolled in another degree course and fall within one of the combinations not allowed by art. 1.2.6;
- i) applicants whose Single Personal Declaration (DSU) for ISEE purposes is not completed

- as required by art. 4 of the call;
- j) applicants who have not completed the online application form in the manner and within the terms established by art. 5;
  - k) applicants who have made mistakes in completing the online application form thereby preventing retrieval of data from the INPS and the university archives as well as documentation from the certifying administrations and, consequently, the electronic processing of the rankings;
  - l) applicants who have not submitted the documentation provided for in art. 5 accompanying the self-certification;
  - m) applicants subject to the application of a penalty referred to in Article 10, paragraph 3 of Legislative Decree no. 68 of 29 March 2012, following verified irregularities for which withdrawal has been ordered of benefits unlawfully obtained in a previous academic year;
  - n) applicants who are recipients of a scholarship from another public or private institution expressly declared incompatible with the scholarship;
  - o) applicants subject to exclusion from the competition as provided for by the Prime Ministerial Decree of 9 April 2001, by Legislative Decree no. 68 of 29 March 2012 and by the Campania Region "Annual university access intervention plan for the academic year 2023/2024".

#### ARTICLE 15 – CASES OF DISQUALIFICATION AND WITHDRAWAL

Applicants shall lose the right to the scholarship or associated benefits where the following circumstances are established and including after this selection procedure has been completed:

- a) applicants who have made false or untruthful declarations for the purposes of participating in the competition, pursuant to Article 75 of Presidential Decree 445/2000;
- b) applicants who fail to maintain the merit requirements following transfer during the academic year 2023/2024 to a course of study other than that for which they obtained the scholarship;
- c) applicants who transfer to another university for the academic year 2023/2024;
- d) applicants who definitively withdraw from their studies before the academic year 2023/2024 and do not enrol for the same academic year in one of the Campania HEIs referred to in art. 1.2;
- e) applicants subject to exclusion from the competition as provided for by the Prime Ministerial Decree of 9 April 2001, by Legislative Decree no. 68 of 29 March 2012 and by the Campania Region "Annual university access intervention plan for the academic year 2023/2024".

Disqualification and withdrawal shall result in the loss of the scholarship and related benefits and, therefore:

- a) the return of the amount of the scholarship in cash, if already received;
- b) the payment of university residence fees, if previously granted free of charge;
- c) the payment of the maximum rate for the catering service used;
- d) reimbursement of the international mobility grant, if already received;
- e) refund of tuition fees and contributions owed, if already redeemed;
- f) refund of the regional fee, if already redeemed;
- g) application of the penalties referred to in art. 12, in the event of a negative economic and financial assessment.

Students enrolled for the first time in the first year of a course of study and who do not reach a minimum level of merit equal to 20 credits by the deadline of **30/11/2024** – with the exception of students with recognition of disability pursuant to Article 3, paragraph 1, of Law no. 104 of 5 February 1992, or with a disability equal to or greater than 66% – retain eligibility for the competition, but are subject to withdrawal of the scholarship and the benefits





associated with it, retaining only the right to reimbursement of the regional fee.

## **ARTICLE 16 – PROTECTION OF PERSONAL DATA – INFORMATION**

The following information is provided pursuant to Article 13 of Regulation (EU) 2016/679 of the European Parliament and Council of 27 April 2016:

### Data processing purposes and methods

The processing of personal data is carried out by the Agency solely for the purposes of performing the institutional functions necessary for the completion of this competition. This processing is based on the principles set out in Article 5 of Regulation (EU) 2016/679 of the European Parliament and Council of 27 April 2016. In relation to the purposes indicated above, the processing of personal data is carried out using manual, computerised and/or telematic tools, using logic strictly related to the purposes intended and in such a way as to safeguard the security and confidentiality of the data. Processing will be carried out by ADiSURC as data controller, with the assistance of natural or legal persons appointed and designated as "data controllers" for this purpose. The data will be stored and processed by external companies appointed to manage the computerised selection procedure.

### Communication and dissemination of data

The publication of data referring to rankings and payments is carried out in accordance with Regulation (EU) 2016/679 of the European Parliament and Council of 27 April 2016, Legislative Decree 33/2013 and the Guidelines on the processing of personal data, including those contained in administrative documents, carried out for the purposes of publication and transparency on the web by public entities and other obliged entities (Published in the Official Gazette no. 134 of 12 June 2014).

The data provided are also communicated to the HEIs, the Revenue Agency and INPS for the purposes provided by law.

Finally, the data may be communicated to the Guardia di Finanza (Finance Police) for the purposes of economic and financial assessment.

By participating in the competition, applicants authorise the processing and dissemination of their data as described above.

Pursuant to Article 3 of Presidential Decree no. 184/2006, applicants to the competition authorise the Agency to send any notifications, as counterparties, electronically to the email address indicated in the online application form for participation.

### Data controller

The data controller is ADiSURC, in the person of the Chair of the Board of Directors, with registered office in Via De Gasperi no. 45 in Naples.

### Data processor

The data processor is the General Director of ADiSURC and the officers responsible for the procedures in which the data are processed.

### Data protection officer

The data protection officer is Mr Diego Cordua.

### Rights of data subjects

The data controller ADiSURC may be contacted by applicants to assert the rights provided for by Regulation (EU) 2016/679 of the European Parliament and Council of 27 April 2016.

## ARTICLE 17 – REFERENCE REGULATIONS

The rules of the call are binding.

The current legislation on access to university education constitutes a primary and exclusive source of reference for any potential interpretation or application:

- Prime Ministerial Decree of 9 April 2001;
- Legislative Decree no. 68 of 29 March 2012;
- Ministerial Decree 1320 of 17 December 2021;
- Ministry of University and Research Circular no. 13676 of 11 May 2022;
- Ministry of University and Research Circular no. 16543 of 28 June 2022;
- Annual university access intervention plan for the academic year 2023/2024.

Other regulatory sources:

- Presidential Decree 28 December 2000, no. 445 "Consolidated Law of the legislative and regulatory provisions on administrative documentation" with particular reference to Articles 38, 43, 46, 47, 48, 71, 72, 75 and 76 as amended;
- Law 241/1990;
- Legislative Decree of 7 March 2005, no. 82 "Digital Administration Code," with particular reference to Articles 64 and 65 as amended;
- Prime Ministerial Decree no. 159 of 5 December 2013, containing the "Regulation concerning the revision of the methods of determination and the fields of application of the Indicator of equivalent economic situation (ISEE)";
- circulars, opinions, rulings and any other interpretative act issued by the competent offices.

## ARTICLE 18 – PROCEDURE MANAGER

The Procedure manager is the officer in charge of the ADISURC Financial Benefits Service.

## ARTICLE 19 – PROCEDURE DEADLINES

The procedure deadlines are indicated in this call pursuant to Article 2, paragraphs 4 and 29, paragraphs 2 and 2-bis, of Law no. 241/1990, considering the sustainability of the deadlines in terms of administrative organisation and the complexity of the administrative procedure and without prejudice to the provisions of Article 17 of Law no. 241/1990. The deadline for the conclusion of the definitive ranking procedure is a maximum of one hundred and eighty days.

Grounds which may justify failure to fulfil an act within the final deadline may, by way of example, include:

- a. the particular complexity of an inquiry;
- b. the need to obtain administrative or technical advice;
- c. the completion of administrative or technical investigations;
- d. the large number of cases to be processed;
- e. the large number of documents to be acquired, in some cases accompanied by the fact that part of the documentation must come from the applicant or from third parties;
- f. other specific and motivated grounds that do not permit compliance with the deadline (see Minister of Public Service Circular no. 5824 of 4 December 1990).

Considering the number of recipients of this call and for the purposes of facilitating otherwise burdensome personal communications, the Agency shall communicate through the forms of publication established within this call.

The deadlines indicated in this call may be subject to deferral as required by the circumstances described above.



## **ARTICLE 20 – JURISDICTION**

Without prejudice to the jurisdiction of the Regional administrative court of Campania for disputes of an administrative nature, all other civil disputes shall be subject to the exclusive jurisdiction of the court of Naples.

## **ARTICLE 21 – ANNEXES**

1. Deadlines
2. List of particularly poor countries based on low human development indicators (Decreto MUR n. 115 del 28/02/2023)
3. Form 1 self-certification for transmission of certified copies of documents

## DEADLINES

|   |   |
|---|---|
| 10/08/2023  | Deadline for obtaining the merit requirements for applicants enrolled in years subsequent to the first of "type A" and "type B" courses, including credits obtained within international mobility projects.   |
| 25/09/2023  | Mandatory deadlines for the submission of a request to participate in the call for applications.<br>Deadline for submitting documentation proving the following status: <ul style="list-style-type: none"> <li>- Stateless or political refugee applicant;</li> <li>- Applicant from a particularly poor or developing country;</li> <li>- Applicant with a disability</li> </ul>   |
| 31/10/2023  | Deadline for publication of provisional rankings  |
| 7 days following approval of the provisional rankings | Deadline for submission of correction pursuant to art. 8.3 of the call for applications<br>Deadline within which non-resident applicants not yet holding a lease contract at the deadline date must communicate, via the online form, the details of a lease for residential use for a period of at least 10 months in the period 01/10/2023 – 30/09/2024.  |
| 31/12/2023  | Deadline for payment of the regional fee for applicants who enrol in a course of study following transfer from another HEI<br>Deadline by which applicants who enrol in a course of study at one of the above-mentioned HEIs following transfer from another HEI, are required to: <ul style="list-style-type: none"> <li>- complete the online application;</li> <li>- acquire an application for participation from the OSA of origin</li> </ul>  |
| 15/11/2023  | Deadline for receipt of IBAN code, under penalty of inability to make payments to recipient applicants.   |
| 31/03/2024  | Deadline within which non-resident applicants in possession of a lease expiring after the competition deadline and whose validity period does not cover 10 months in the period 01/10/2023 – 30/09/2024 must self-certify a new contract or extension of the expired contract using the online form.<br>Deadline by which applicants with a household resident abroad must submit to ADiSURC a copy of the CERTIFIED UNIVERSITY ISEE (ISEEUP), completed at a CAF (Tax Centre), in one of the ways referred to in art. 5. |
| 10/08/2024  | Deadline by which applicants enrolled in the first year, with the exception of students having a disability of not less than 66%, must achieve 20 credits in order to qualify for 100% of the scholarship awarded.  |
| 30/11/2024  | Deadline by which applicants enrolled in the first year, with the exception of students having a disability of not less than 66%, must achieve 20 credits in order to preserve the right to receive 50% of the scholarship and not be subject to withdrawal.  |

**List of particularly poor countries based on low human development indicators  
(Decreto MUR n. 115 del 28 febbraio 2023)**

|    |                                       |
|----|---------------------------------------|
| 1  | Afghanistan                           |
| 2  | Angola                                |
| 3  | Bangladesh                            |
| 4  | Benin                                 |
| 5  | Bhutan                                |
| 6  | Burkina Faso                          |
| 7  | Burundi                               |
| 8  | Cambodia                              |
| 9  | Central African Republic              |
| 10 | Chad                                  |
| 11 | Comoros                               |
| 12 | Democratic People's Republic of Korea |
| 13 | Democratic Republic of the Congo      |
| 14 | Djibouti                              |
| 15 | Eritrea                               |
| 16 | Ethiopia                              |
| 17 | Gambia                                |
| 18 | Guinea                                |
| 19 | Guinea-Bissau                         |
| 20 | Haiti                                 |
| 21 | Kiribati                              |
| 22 | Lao People's Democratic Republic      |
| 23 | Lesotho                               |
| 24 | Liberia                               |
| 25 | Madagascar                            |
| 26 | Malawi                                |
| 27 | Mali                                  |
| 28 | Mauritania                            |
| 29 | Mozambique                            |
| 30 | Myanmar                               |
| 31 | Nepal                                 |
| 32 | Niger                                 |
| 33 | Rwanda                                |
| 34 | Sao Tome and Principe                 |
| 35 | Senegal                               |
| 36 | Sierra Leone                          |
| 37 | Solomon Islands                       |

|    |                      |
|----|----------------------|
| 38 | Somalia              |
| 39 | South Sudan          |
| 40 | Sudan                |
| 41 | Syrian Arab Republic |
| 42 | Tanzania             |
| 43 | Timor-Leste          |
| 44 | Togo                 |
| 45 | Tuvalu               |
| 46 | Uganda               |
| 47 | Yemen                |
| 48 | Zambia               |



## Allegato Modulo 1

Spett.le A.Di.S.U.R.C.  
Via A. De Gasperi, 45  
80133 Napoli

**Oggetto: Bando di concorso per l'assegnazione di borse di studio, posti alloggio e contributi per mobilità internazionale a.a. 2023/2024. Autocertificazione di cui all'art. 5.2 (art. 46, D.P.R. 28/12/2000 n. 445).**

Il/la sottoscritto/a \_\_\_\_\_

nato/a il \_\_\_\_\_ a \_\_\_\_\_

C.F. \_\_\_\_\_

residente in \_\_\_\_\_

Provincia \_\_\_\_\_, CAP: \_\_\_\_\_

alla Via/P.zza: \_\_\_\_\_

iscritto/in corso di iscrizione all'ateneo: \_\_\_\_\_

Con specifico riferimento al bando di concorso in oggetto e in particolare all'art. 5.2, consapevole di quanto prescritto dall'articolo 76 del DPR 28.12.2000, n. 445, sulle responsabilità penali in caso di dichiarazioni mendaci

DICHIARA

che la documentazione allegata alla presente e relativa alla seguente fattispecie di cui all'art. 5.2:

- Documentazione art. 4.5 Candidato con status di rifugiato politico o apolide;
- Documentazione art. 4.5 Candidato proveniente da Paesi stranieri particolarmente poveri o in via di sviluppo;
- Documentazione art. 4.5 Candidati con nucleo familiare residente all'estero (ISEE UNIVERSITARIO PARIFICATO);
- Documentazione art. 5.3 Candidato in condizione di disabilità

È conforme all'originale in mio possesso.

Data \_\_\_\_/\_\_\_\_/\_\_\_\_

Firma del dichiarante

\_\_\_\_\_