

GUIDELINES FOR APPLICATIONS FOR PLACEMENTS IN EDISU COLLEGES AND  
HALLS OF RESIDENCE AT THE UNIVERSITY OF PAVIA (2013/2014)

1. TYPES OF ACCOMMODATION AVAILABLE

Applications are invited for placements in the following EdISU Halls of residence (Residenze) and Colleges (Collegi) at the University of Pavia for the academic year 2013/14:

a)	Residenze	- Camillo Golgi	(mixed sex)
b)	Collegi	- Fratelli Cairoli	(males only)
		- Gerolamo Cardano	(mixed sex)
		- Castiglioni Brugnattelli	(females only)
		- Plinio Fraccaro	(males only)
		- Benvenuto Griziotti	(mixed sex)
		- Lazzaro Spallanzani	(males only)
		- Lorenzo Valla	(mixed sex)
		- Alessandro Volta	(mixed sex)
		- Giasone del Maino	(mixed sex)

2. CRITERIA FOR ADMISSION

The following categories of students are eligible for admission:

1. Students enrolling for a BA degree course (laurea), or an MA course (laurea magistrale) or a combined BA and MA single degree course (laurea magistrale a ciclo unico);
2. Students enrolling for a further year of study after completion of the regular time of study in one of the above courses;
3. Students enrolling in other postgraduate courses, including PhD courses, except postgraduate medical courses defined in D Lgs 368/99.

Applicants must be below the age of 32 at the time of application and, if in possession of a University degree at the time of application they may only apply for benefits if they pursue a higher degree

3. CONDITIONS FOR ADMISSION

Applicants must submit evidence of family income and financial assets at the time of application as detailed below.

Assessment of the financial means of foreign students'

Applicants are required to submit evidence of their family income by enclosing copies of their parents tax returns. It is the responsibility of the applicants to ensure that these documents are translated into Italian and the translation approved by an official Italian authority, ie an Italian Consulate or Embassy.

For countries in which access to Italian Consulates or Embassies proves difficult, applicants may seek support from the relevant consular delegations in Italy. In such a case, the relevant documents require official approval by one of the Prefetture (Government Territorial Offices) according to article 33, of the Presidential Decree DPR 445 of 28 December 2000.

The assessment of the financial condition of foreign students from very poor countries (jointly listed by a decree of the Minister of Education, University and Scientific Research; and the Minister of Foreign Affairs) is based on a declaration by the Italian Delegation in the country of origin certifying that the student does not belong to a family with a high income. Such a declaration may also be issued by the student's foreign University in those cases in which the foreign University is partner to agreements or conventions with the Italian University in which the student seeks to study. A foreign student whose family has income or assets in Italy must indicate the nature and value of such assets according to decrees 109 of 31<sup>st</sup> March 1998 and 130 of 3<sup>rd</sup> May 2000.

To summarise, applicants should submit the following documentation:

- a certificate confirming the composition of the family unit;
- copy of the latest tax return
- a declaration confirming family fixed assets, including full details of estate from the Land Registry
- declaration confirming the family's movable assets;
- ISEE certification of income, capital and property assets held in Italy during the tax year 2012.

#### 4. DEADLINES AND PROCEDURES

Application forms are available from the EdiSU website and must be completed and received by and no later than Friday 6<sup>th</sup> September 2013, at EDiSU, Via Calatafimi 11 27100 Pavia, CP 225. On the envelope the student must write the following text: Richiesta per benefici economici. Applications sent by post will only be considered if they reach EDiSU by the date stated above. Incomplete applications will be declined.

Students are requested to communicate to EDiSU, in writing and as early as possible, any change that may have occurred to their circumstances, ie a transfer to another University, new employment, inability to continue and/or withdrawal from the course, changes in the student's marital and financial status, etc.).

Students admitted to a Collegio or Residenza also have to enclose the following documentation within set deadlines:

- two passport-size photographs;
- the original documents submitted as part of the initial application

Failure to submit such documents will result in the loss of the College placement.

#### 5. INCOME BANDS

College and Hall of residence fees vary according to students ability to pay. EdISU utilises three income bands for calculation of College fees. These are reviewed on a yearly basis according to deliberations of the Regional Council and, for the academic year 2013/2014, the boundaries of the respective bands are as follows. Any income higher than band 3 is defined as a band 4 income.

a)	Band 1	b)	Band 2 bracket	c)	Band 3
€	14,234.95	€	17,481.71	€	20,728.45

#### 6. BOARDING COSTS AND CONDITIONS

The table below outlines the fees payable by students admitted to EdISU Colleges and Halls of residence according to their income band. As the boarding costs are linked to real costs, they may vary as from 1<sup>st</sup> January 2014 according to official inflation figures.

	COLLEGES	HALLS OF RESIDENCE
Bands 1 and 2 places normally reserved for non-resident recipients of scholarships and for students not receiving scholarships (non residents, residents and commuters)	€ 2,311.00 for single room	€ 1,700.00 for single room
	€ 1,750.00 for double room	
Bands 1 and 2 places normally reserved for resident or commuter recipients of scholarships	€ 1,850.00 for single room	€ 1,600.00 for single room
	€ 1,500.00 for double room	
Band 3	€ 2,450.00 for single room	€ 2,100.00 for single room
	€ 2,000.00 for double room	
Band 4	€ 3,500.00 for single room	€ 2,900.00 for single room
	€ 2,950.00 for double room	

Students entering College must also pay a deposit of € 250,00 toward prospective repair or replacement costs incurred by the College caused by inappropriate behaviour. Unused deposit money will be refunded to the students at the end of their stay.

Students typically enter College the 20<sup>th</sup> September and stay in residence until the 27<sup>th</sup> July of the following year, except for the official Christmas and Easter holiday periods.

For further information please contact during office hours (9.30 am - 12.00 and 2.00 - 3.00 pm Mondays to Thursdays, and 9.30 am - 12.00 on Fridays).

Individual Services Office – EDISU	Via Calatafimi 11 27100 PAVIA c.p.225	tel. 0382305011 fax 0382536491	segre@edisu.pv.it
Economato Collegio Cairoli	P.zza Collegio Cairoli 1	tel. 038223746	cairoli@edisu.pv.it website <a href="http://cairoli.edisu.pv.it">http://cairoli.edisu.pv.it</a>
Economato Collegio Cardano	Viale Resistenza 15	tel. 0382301271	collegiocardano@edisu.pv.it
Economato Collegio Castiglioni	Via San Martino 20	tel. 038233518	collegiocastiglioni@edisu.pv.it
Economato Collegio Fraccaro	P.zza L. da Vinci 2	tel. 0382301371	collegiofraccaro@unipv.it
Economato Collegio Griziotti	Via Tavazzani 58	tel. 0382472561	collegio.griziotti@edisu.pv.it
Economato Collegio Spallanzani	Via Ugo Foscolo 17	tel. 0382530423	spallanzani@edisu.pv.it
Economato Collegio Valla	Viale Libert� 30	tel. 038224784	collegio.valla@edisu.pv.it
Economato Collegio Volta	Via Ferrata, 17	tel. 0382548511	colvolta@edisu.pv.it
Economato Collegio del Maino	Via Luino 4	tel. 0382376511	economato.delmaino@unipv.it
Economato Residenza Golgi 1	Via Aselli 43	tel. 0382510100	golgiuno@unipv.it
Economato Residenza Golgi 2	Via Aselli 39	tel. 0382510100	residenza.golgi@unipv.it
Website	<a href="http://www.edisu.pv.it">www.edisu.pv.it</a>		