

CALL FOR APPLICATION FOR THE SELECTION OF OFF-SITE STUDENTS ENROLLED AT THE UNIVERSITY OF PAVIA WHO ARE ELIGIBLE FOR CONTRIBUTION FOR HOUSING RENT EXPENSES FOR 2025 - UNIVERSITY OF PAVIA FUNDS

1. OBJECT OF THE CALL FOR APPLICATION

The present call is aimed at identifying off-site students enrolled for the 2024/2025 academic year at the University of Pavia, belonging to family units with an equivalent economic situation index valid for the right to study at university (ISEEU) not exceeding 40.000 euros, to which allocate a contribution for housing rent expenses incurred in the year 2025 for university purposes and not already recipients of public subsidies for housing.

In view of the existence of uncertain socio-economic situations for lower income families and the increase in rent expenses, the University of Pavia, by resolution of the Board of Directors of 30th April 2024, has allocated a fund of € 1.000.000,00 to finance this intervention.

This call is adopted by EDiSU Pavia on specific authorization of the Board of Directors of the University of Pavia, considering more efficient and effective that, in procedural terms, EDiSU itself is responsible for managing the above measures provided for University students in accordance with the guidelines defined by the University by resolution of the BoD of 30th April 2024.

2. RECIPIENTS - PARTICIPATION REQUIREMENTS

The students, entitled to the benefit referred to in art. 1, are:

1. students enrolled at Pavia University during 2024/2025 a.y.;
2. residing in a place different from the one where the apartment rented for university studies is located;
3. owners of a regular lease contract for the year 2025 (for the property referred to in the previous point) duly registered at the Revenue Agency, with a minimum duration of five months within the academic year 2024/2025;
4. with ISEE for the right to university study (ISEEU) or an equalized ISEE (for students with income and assets abroad) not exceeding 40.000.00 euros. ISEE with annotations, omissions or discrepancies in any way detected by INPS/ Agenzia delle Entrate will not be considered valid; current ISEE will be considered valid;
5. not beneficiaries of other public subsidies for housing rent expenses for university studies during year 2025, including also grants supplied in the form of housing service, not only as an economic contribution. (the scholarship for the “off-site student”, awarded by EDiSU Pavia for the a.y. 2024/2025 cannot be accumulated with the contribution for housing rent expenses.)

3. HOW TO TAKE PART IN THE SELECTION

The students recipient of this intervention must submit a request to be admitted to the distribution of resources made available by the University of Pavia only by filling out an appropriate online application "Request for 2025 rent contribution" which will be available for 45 days from its activation within the "Students Online services" area of EDiSU website.

The activation date of the online application will be communicated through the EDiSU website (www.edisu.pv.it).

In order to complete the application, in addition to the data related to the enrollment at the University of Pavia during academic year 2024/2025, the student must:

- (*for students with income and assets in Italy or in Italy and abroad*) declare the value of ISEE for the right to university study present in his ISEE 2024 Certificate valid for the right to university study, also indicating the number of INPS-ISEE protocol reported in it.

In absence of ISEE 2024, the ISEE 2025 value may be considered. For all students it's possible to refer to the current ISEE. ISEE not valid for the right to university study or ISEE with annotations will NOT be taken into consideration.

- (*for students with income and assets abroad*) must provide the equalized ISEE data related to the economic and financial situation of 2023 whose documentation has been submitted in hard-copy to EDiSU for the benefit application for the a.y. 2024/2025 or to the University of Pavia for the calculation of fees / student contribution a.y. 2024/2025 and has been assessed sufficient and valid for the calculation of the equalized ISEE 2024 (For students who have applied for the scholarship and/or fee-based college access for the a.y. 2024/2025, this data is available under the term "ISEE used" present in the section "Ranking results" in "Students online services").

If such documentation has not been submitted yet, for the purpose of calculating the equalized ISEE 2025, the student must provide data on the economic and financial condition of the family of origin in the online application by attaching, as electronic document, the documentation containing these data as indicated in the notice at the end of the call. The original hard copy of this documentation must be submitted to EDiSU by the deadline of this call.

The delivery must be made at the counter of the Financial Aid Office in via Calatafimi 11, Pavia, during normal opening hours or by mail to the address of the headquarter (EDiSU via Sant'Ennodio, 26 - 27100 Pavia) within the deadline prescribed in this call.

The responsibility for delivering this documentation within the time limits set by the call is borne by the student. Failure to submit all the required documentation in original form will result in exclusion from the selection.

- Provide the data of the lease contract (or contracts) held by the student (or his family member present in the ISEE Attestation) for the year 2025, or part of it, and its registration to the Revenue Agency;
- Attach as electronic document (one pdf file) a copy of the lease contract and its registration to the Revenue Agency (**N.B.** if the lease contract has been automatically renewed for the year 2025, or part of it, in addition to the "first registration" of the contract at the Revenue Agency, it must be attached the registration of the "renewal", valid for 2025);
- Declare whether or not you are already receiving housing services subsidies for the year 2025 (EDiSU scholarship 2024/2025 as "*off-site student*")

Individuals for whom, based on the data provided/documentation acquired, will not be possible to verify the participation requirements, will not be admitted in the selection.

4. IDENTIFICATION OF BENEFICIARIES AND DEFINITION OF THE CONTRIBUTION VALUE

EDiSU, once verified the data declared with reference to the economic requirements, university enrolment and once verified the documentation submitted to demonstrate the lease for the year 2025, will identify the students eligible to receive the contribution for the 2025 rent expenses financed by funds allocated by the University of Pavia.

EDiSU will publish in the reserved area "*Students online services*" / "*Ranking results*", the list of students entitled to the rent contribution 2025 beneficiaries of the intervention of the University. In the "News" section of the EDiSU Pavia website, will be given notice of the results publication.

The amount of the grant allocated per person will be determined and graduated with subsequent provision in relation to the resources allocated for this purpose, the number of eligible students and considering the ISEE bracket they belong to.

The maximum contribution will not exceed € 2.786.00, with respect to the amount defined by the Lombardy Region for the year 2024/2025. This amount is equal to the "accommodation fee" withheld from the scholarship to cover the flat-rate costs of accommodation in a public college.

EDiSU undertakes to liquidate all beneficiaries after the determination of the extent of contributions.

5. CONSEQUENCES IN THE EVENT OF UNTRUTHFULNESS OF THE DECLARATIONS

In case of verification of false declarations concerning self-certifications produced by students who will result beneficiaries of the contribution subject of this call, the penalties provided for in art. n. 75 and n. 76 of the D.p.r. 445/2000 may be applied, in addition to the revocation of the granted benefit. Disciplinary sanction and notification to the judicial authority will be adopted if evidence of a crime is found.

6. EXCLUSIVE JURISDICTION

For any dispute arising out of, or in connection with, this notice, the exclusive court of administrative jurisdiction shall be that of Milan while the court of ordinary jurisdiction shall be that of Pavia, excluding any other court which may have jurisdiction.

7. INFORMATION ON THE PERSONAL DATA USE AND ON THE RIGHTS OF THE DECLARANT (pursuant and for the purposes referred to in art. 13 of Regulation (EU) 2016/679 (GDPR) and art. 13 of the d.lgs. 30/06/2003 n. 196)

The personal data collected by EDiSU with the online application will be processed in compliance with the principles of EU Regulation n. 2016/679 and according to the modalities, purposes and limits indicated in the disclosure document available online, before the application is submitted.

The "Data Controller" is EDiSU Pavia (C.F./P.IVA 02205710185), with its registered office in Via Sant'Ennodio, 26 - 27100 PAVIA.

8. INCOMPATIBILITY WITH OTHER FUNDS

This benefit is not cumulative with "other public contributions for housing for the year 2025" including also grants provided in the form of housing service, not only in the form of financial contribution.

The scholarship as "*off-site student*" provided by EDiSU Pavia for the 2024/2025 a.y. is therefore not cumulative with the contribution subject of this call.

This benefit is cumulative with:

- any extraordinary grants recognized by EDiSU for the 2024/2025 a.y., given the extraordinary nature of this intervention;
- Any ministerial contributions for housing expenses for university purposes incurred by off-site students during the same academic year.

9. INFORMATION ON THE CALL

Further information can be requested by accessing EDiSU DIRECT LINE (Online Student Services), banner on the website www.edisu.pv.it.

The "Direct Line" service is also accessible from the student's private area in "Online Student Services" section of EDISU Pavia.

Any official communications from EDiSU Pavia will be made through the Direct Line (www.edisu.pv.it, Online Student Services / Direct Line) or by email using the address indicated in the application and/or the University's email address (.....@universitadipavia.it). The student is therefore obliged to notify in time any changes of address and to check the email periodically (including the possible spam folder/ secondary messages).

Pavia, January 30th 2025

THE PRESIDENT
Prof. Francesco Rigano

NOTICE OF ACTIVATION OF THE ONLINE APPLICATION

From February 19th 2025 to April 5th 2025 the online application "Application for contribution for rental expenses 2025 (UNIPV Funds)" is available in the "Online Student Services Area" of the EDiSU website.

Domanda di contributo per spese di
locazione 2025 (Fondi UniPV)

Richiesta di contributo per studenti fuori sede iscritti
all'Università di Pavia a.a. 2024/2025 (Fondi UniPV)



FOREIGN DOCUMENTATION FOR THE EQUIVALENT ISEE 2025 CALCULATION

All foreign students whose family unit is abroad and all Italian students residing abroad, in order to allow EDiSU to calculate their equivalent ISEE, must submit original hard copy documents stating officially that:

- the composition of the family unit (*including the student, other family members and any person officially residing with the family unit and indicating for each of them date and place of birth and the nature of the relationship*);
- (*for each adult member (at least 18 y.o.) of the family unit*) the gross income received abroad in 2024, or an unemployment statement referring to 2024;
- (*for each adult member (at least 18 y.o.) of the family unit*) the number of buildings owned abroad as of December 31st 2024, including surface measurement in square meters, or a document stating that no member of the family unit owns a property;
- (*for each adult member (at least 18 y.o.) of the family unit*) the amount of any movable assets (bank balance, shares, bonds...) owned as of December 31st, 2024.

The abovementioned documents must be issued by competent Authorities in the country in which the income was made and in which any buildings and financial assets are owned, legalised by the Italian Diplomatic Authorities acting in that country, together with an Italian translation certified by the same Authorities.

For countries that are members of the Hague Convention of October 5th, 1961, authentication can be performed by using an apostille.

For those countries (ascertained by EDiSU Pavia / University of Pavia) where it is particularly difficult to have documents certified by a local Italian Embassy, as an alternative an original certification of income and assets owned can be submitted, in the Italian language, by the diplomatic or consular representation in Italy of the foreign country.

The certification issued by the diplomatic or consular representation in Italy must be legalised¹¹ by a Prefecture in accordance with art. 33 of Presidential Decree no. 445 dated December 28th, 2000, and must expressly refer to the documents originally issued in the country of origin and must include:

- the composition of the family unit (*including the student, other family members and any person officially residing with the family unit and indicating for each of them date and place of birth and the nature of the relationship*);
- (*for each adult member (at least 18 y.o.) of the family unit*) the gross income received abroad in 2024, or an unemployment statement referring to 2024;
- (*for each adult member (at least 18 y.o.) of the family unit*) the number of buildings owned abroad as of December 31st 2024, including surface measurement in square meters, or a document stating that no member of the family unit owns a property;
- (*for each adult member (at least 18 y.o.) of the family unit*) the amount of any movable assets (bank balance, shares, bonds...) owned as of December 31st, 2024.