

Frequently Asked Questions

The information contained in these FAQs does not replace that which is contained in the [Call for Applications](#) to which students must refer.

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SCHOLARSHIP

1. WHAT IS A SCHOLARSHIP?

A scholarship is an annual financial aid assigned through an open competition offered to university students who meet certain requirements of **steadiness in academic progress, merit, and income**. This aid/financial benefit is assigned partly as money and partly as services provided to the student for free.

2. WHAT BENEFITS AND DISCOUNTS CAN I RECEIVE IF I AM A SCHOLARSHIP BENEFICIARY?

- Free access to the canteen (*mensa*) for 1 daily meal (a complete meal) from January 1st to December 31st;
- Exemption from payment of the third instalment of university fees (taxes) and refund of the university fees previously paid (university fees = university taxes that vary depending on the course attended and the student's financial/asset situation);
- Free accommodation (exemption from/refund of the annual fee) if you are staying at an EDiSU residence hall (*Collegio*) and qualify as an "off-site" scholarship beneficiary.
- Disbursal of a sum of money (the amount differs depending on financial status/income tier and where the student is located).

N.B. First-year students, in order to receive their scholarship money, must prove their "academic merit" by earning the minimum number of university credits (CFU) shown in Attachment B of the Call for Applications by August 10th of the academic year attended. These same students, to maintain their "scholarship beneficiary"/"eligible for scholarship" status and be able to benefit from the "services quota" (canteens, taxes, and -if applicable- an EDiSU residence hall placement), must in any case earn by November 30th of the year following scholarship assignment a minimum number of university credits (CFU), as shown in Attachment B of the Call for Applications.

3. WHO CAN APPLY FOR A SCHOLARSHIP?

1. Students enrolled in their first year or prospective students who intend to enroll for the **first time** in a regular year of a BA, MA, or BA + MA single cycle degree course.
2. Students enrolled in their first year or prospective students who intend to enroll for the **first time** in a further year of study (a year "overtime"/"*fuori corso*") beyond the duration prescribed for that particular course by the university system, after having regularly completed a BA, MA, or BA + MA single cycle degree course.
3. Students enrolled in a PhD programme (if not already benefiting from another scholarship or research funds);
4. Students enrolled in a specialisation course (except for courses pertaining to the field of medicine);
5. Students with a disability level of or exceeding 66% enrolled for two further years following completion of a regular course of study.

4. WHO CANNOT APPLY FOR A SCHOLARSHIP?

Students holding a degree of the **same level** as, or **higher** than, the one for which they want to request a scholarship. (A student who already holds a BA degree cannot request a scholarship if he/she enrolls again in another BA degree course.)

Students enrolling in a year of study **previously attended** (e.g. 2019/20 academic year: 1st year of the three-year BA degree course in Humanities; then, in the 2020/21 academic year: 1st year of the three-year BA degree in Economics).

5. I AM A RECIPIENT OF A SCHOLARSHIP AWARDED TO ME FROM ANOTHER INSTITUTION. CAN I RECEIVE AN EDiSU SCHOLARSHIP AS WELL?

No, the EDiSU scholarship is not compatible with scholarships or similar forms of financial aid granted by other public or private institutions. For details on exceptions to this rule, please refer to the Call for Applications, in the article called "Incompatibility".

6. HOW DO I SUBMIT MY APPLICATION FOR A SCHOLARSHIP?

The application must be submitted exclusively online: on the EDiSU PAVIA website (www.edisu.pv.it) you have to access the "[Online Student Services](#)" area. Then you must log in using your:

- "University credentials" if you are a subsequent-year student (i.e. not first-year student) or, if you are a first-year student, if you have already paid the first instalment of your university fees
- "EDiSU credentials", which you receive after registering for EDiSU services, for all other applicants.

In your "Online Students Services" area you must select "Student Benefits Application", proceed to fill in the application form and, once you have checked that the information inserted is correct and complete, confirm the application. For further information on how to submit your application, refer to the following link: [Application procedure for requesting EDiSU benefits](#).

7. I AM A FOREIGN STUDENT. HOW CAN I GET A TAX CODE?

You have to go to the *Agenzia delle Entrate* (Tax Revenue Authority – a public office found in many Italian cities) and request, submitting a valid ID card, that they issue you a TAX CODE.

If you are not in Italy and thus cannot go to the *Agenzia delle Entrate*, you can get a “temporary” tax code on websites that “calculate” it for you (use a search engine to find websites that determine tax codes abroad. Example: www.codicefiscale.com, or <https://www.laleggepertutti.it/calcolo-codice-fiscale-italiano-e-codice-fiscale-estero>).

Remember that your tax code, an alphanumeric code, depends on your name, last name, birth date, foreign country in which you were born (city/country if you were born in Italy) and sex. YOU MUST THEREFORE FILL IN YOUR NAME AND LAST NAME JUST AS THEY ARE SHOWN ON YOUR PASSPORT (provide all your names/last names), otherwise the *Agenzia delle Entrate* to which you request an official Tax Code when you arrive in Italy will provide you with a different code.

8. WHEN CAN I APPLY FOR A SCHOLARSHIP?

Starting from the month of July (or rather, as soon as the online application procedure for the new academic year is active) until the deadline stated in the Call for Applications (usually September 30th).

9. WHEN WILL THE PROVISIONAL SCHOLARSHIP RANKING LIST BE ISSUED?

The provisional ranking list will be released by October 31st.

10. WHAT IS THE PROVISIONAL RANKING LIST FOR?

The provisional ranking list is used to inform students (taking part in the competition) of how their situation appears, as far as their eligibility for the requested benefit is concerned, to EDiSU at a specific date.

Students therefore are given the opportunity to check that the situation analysed by EDiSU at a certain date is “correct” (i.e. you received an accurate evaluation based on the data that EDiSU checked with the University of Pavia at that date, as well as the documents submitted) and that there are no “pending” situations that need to be dealt with. If the results of the provisional ranking list are NOT in line with merit requirements/steadiness in academic progress and the income requirements stated in the Call for Applications, the student can contact EDiSU Ufficio Benefici Economici/Financial Aid Office (EDiSU LINEA DIRETTA/DIRECT LINE) for further information. If you find that the evaluation is not correct or the situation described by the ISEE is non-compliant and must be “corrected”, you can request a review by the terms and in the manner stated in the Call for Applications.

11. WHEN WILL THE FINAL RANKING LIST BE ISSUED?

The final ranking list of scholarship beneficiaries is released by the **end of December**.

12. WHAT ARE THE REQUIREMENTS FOR INCLUSION IN THE RANKING LIST OF ELIGIBLE SCHOLARSHIP CANDIDATES?

To result eligible for a scholarship (to be included in the ranking list as “beneficiary” or “eligible”), it is necessary:

- to be regularly registered with the University of Pavia by November 30th;
- to meet the financial/income-based requirements prescribed by the Call for Applications (financial/asset situation of the family unit of reference);
- to meet the merit-based requirements stated in the Call for Applications (e.g. final mark on your high school diploma no lower than 70/100 for first-year students; for non-first-year students, the attainment by August 10th -prior to application- of the minimum number of university credits required).

13. HOW DO I KNOW IF DURING THE ACADEMIC YEAR THE TOTAL NUMBER OF SCHOLARSHIP BENEFICIARIES WILL BE EXTENDED, ALLOWING ME TO GO FROM “ELIGIBLE” TO “BENEFICIARY”?

You must keep an eye on the “News” section on the EDiSU website. Generally, these “extensions” do not occur before June/July.

ELIGIBLE/NOT ELIGIBLE/BENEFICIARY OF SCHOLARSHIPS

14. I AM A SCHOLARSHIP BENEFICIARY. WHAT EXACTLY DOES THIS MEAN?

If you are a scholarship beneficiary enrolled in your first year of a BA (*laurea*), BA + MA single cycle (*laurea magistrale a ciclo unico*), or MA (*laurea magistrale*) degree course:

- you have the right to receive a free daily meal (from January 1st to December 31st)
- you are exempt from paying the 3rd instalment of your university taxes (university fees) and are refunded for any university fees already paid (university fees = university taxes that vary depending on the course attended and the student's financial/asset situation);
- you get free accommodation in an EDiSU residence hall (*Collegio*) if you are staying in an EDiSU residential unit and if you are a scholarship beneficiary who has been acknowledged the status of "off-site student";
- if by August 10th you earn the minimum number of university credits prescribed by the Call for Applications (Attachment B of the Call for Scholarship Applications), you will have the right to receive the money sum provided by the scholarship.

N.B. if by November 30th you have **NOT** earned the number of credits prescribed by Attachment B of the Call for Applications, to "maintain" your scholarship eligibility (which is essential in order to maintain the part "in services" you have already benefited from), the scholarship will be withdrawn and you will have to pay a sum of money equivalent to the cost of the meals you benefited from, along with any EDiSU residence halls fees and university tax.

If you are a subsequent-year student (i.e. not a first-year student):

- you have the right to benefit from a free daily meal from January 1st to December 31st;
- you are exempt from paying the 3rd instalment of your university taxes (university fees) and are refunded for any university fees previously paid (university fees = university taxes that vary depending on the course attended and the student's financial/asset situation);
- you have free accommodation in an EDiSU residence hall (*Collegio*) if you are staying in an EDiSU residential unit and if you are a scholarship beneficiary who has been acknowledged the status of "off-site student";
- you have the right to receive the sum of money provided by the scholarship.

15. WHAT DOES IT MEAN TO BE "ELIGIBLE" BUT NOT A SCHOLARSHIP BENEFICIARY?

It means that you meet the income and merit-based requirements necessary to obtain a scholarship (you are ELIGIBLE/*IDONEO*) but, since there are not enough financial resources for funding/paying all the scholarships, you cannot receive said benefit.

N.B. the status of "eligible although NOT beneficiary" can only be temporary: following approval of the final ranking list and the initial assignment of scholarships based on the financial resources available, EDiSU can receive further funds (from the Ministry / Lombardy Region / University of Pavia) and therefore proceed to "extend" the number of scholarship beneficiaries initially established. By means of a specific announcement made in the "NEWS" section on the EDiSU website, EDiSU notifies students of any "extension" that may occur during the year. (N.B. First-year students who become scholarship beneficiaries following an "extension" of scholarships to be awarded must in any case earn the required credits by the deadline stated in the Call for Applications in order to receive the benefit assigned to them.)

16. I HAVE BEEN DEEMED ELIGIBLE (*IDONEO*) BUT AM NOT A SCHOLARSHIP BENEFICIARY. WHAT DOES THIS MEAN?

Students deemed "eligible although not beneficiaries" are students who, though meeting the requirements stated in the Call for Applications, do not receive benefits due to exhaustion of funds.

Therefore,

if you are a first-year student:

- starting from January 1st to December 31st you have the right to a daily meal at 1st-tier rate;
- you are exempt from paying the 3rd instalment of your university tax (universities fees) and are refunded for any university tax/fees already paid.

N.B. If by November 30th you earn the minimum number of university credits (CFU) required, you will be able to confirm your eligibility. Otherwise the scholarship will be withdrawn and you will be held to pay university tax.

if you are a subsequent-year student (i.e. not a first-year student):

- you have the right to a free daily meal from January 1st and December 31st;
- you are exempt from paying the second instalment of university tax and fees and have the right to be refunded for any university tax/fees already paid (1st instalment).

N.B. Students deemed eligible for a scholarship (but not benefiting from one) could become beneficiaries following an “extension” in the number of scholarships to be awarded. In this case, if you are a first-year student, in order to access those benefits established for “scholarship beneficiaries” you must earn the required university credits (CFU) by August 10th.

INCOME-BASED REQUIREMENTS – STUDENTS WITH INCOME AND/OR ASSETS IN ITALY

17. WHAT ARE THE INCOME-BASED REQUIREMENTS?

To meet the “income requirements” that apply to the 2019/2020 academic year, students must have the abovementioned financial indicators referring to their family unit of reference as follows:

- **ISEE UNI 2019 ≤ € 23,000.00**
an equivalent economic situation indicator for benefits supporting the right to higher education that DOES NOT EXCEED € 23,000.00
- **ISPE UNI 2019 ≤ € 50,000.00**
an equivalent asset situation indicator (ISPE = ISP of the family unit ÷ equivalence scale coefficient) that DOES NOT EXCEED € 50,000.00

N.B. Please refer to the [Call for Applications](#) to verify the accuracy of existing data.

18. HOW ARE INCOME AND FINANCIAL STATUS EVALUATED?

Through the **ISEE UNI** (Equivalent Economic Situation Indicator) for benefits supporting the **right to higher education** and **ISPE** (Equivalent Asset Situation Indicator/ equivalence scale coefficient) indicators.

The ISEE UNI and ISP indicators, for students with income and assets in Italy, are contained in their ISEE Statement; or, for students who have income and assets abroad, are automatically determined upon submission of the required documents.

19. WHAT IS THE ISEE? AND THE ISEE UNI?

The ISEE is the equivalent economic situation indicator. It is a certificate drawn up on the basis of the D.S.U. (*Dichiarazione Sostitutiva Unica*/Single Substitute Statement) signed by the student and transmitted to the INPS (*Istituto Nazionale Previdenza Sociale*/Social Security Service) directly or through a CAF (Tax Assistance Centre).

The ISEE UNI is an equivalent economic situation indicator for benefits and services made available to support the right to higher education. More specifically, the ISEE UNI value (ISEE for benefits and services made available to support the right to higher education) expresses the financial capacity of the family unit of the student interested in benefiting from special rates/financial aid to pursue a higher education (university fees, scholarship, access to canteens and/or residence halls at special rates).

20. DOES THE ISEE STATEMENT EXPIRE?

Yes. Isee validity is one academic year only and has to be calculated every time you renew the enrolment. The ISEE statement made from January 1st expires on December 31st of the same year.

21. HOW DO I GET AN ISEE UNI?

You must go to a CAF (Tax Assistance Centre) or directly to the INPS and request the assessment of your ISEE for University Use (for benefits and services made available to support the Right to Higher Education); it is also possible to proceed on your own, via the Internet, by accessing the INPS website and logging in with your PIN. In both cases, a *Dichiarazione Sostitutiva Unica*, generally abbreviated as “D.S.U.”, must be filled in (it is needed to obtain the indicator for University Use). The ISEE UNI Statement is issued FREE OF CHARGE by the INPS, as well as by CAF offices and other bodies accredited by the INPS.

22. WHAT IS A D.S.U. (*Dichiarazione Sostitutiva unica*/ Single Substitute Declaration)?

The *Dichiarazione Sostitutiva Unica* (D.S.U.) is a declaration that must be submitted to the CAF (Tax Assistance Centre) or directly to the INPS to determine your ISEE (Equivalent Economic Situation Indicator) for the purpose of accessing the social benefits/services available and thus obtaining an ISEE STATEMENT. The D.S.U. collects data on the student’s family unit and the financial, income, and asset status of all its components. The D.S.U. is made up of several modules and forms to fill in, depending on the characteristics of the family unit and the type of service/benefit that you intend to apply for.

N.B. to be able to access university benefits/services you must request an ISEE UNI for financial aid/services made available for supporting the right to higher education and therefore you may not fill in a “D.S.U. mini”.

23. HOW LONG DOES IT TAKE TO OBTAIN AN ISEE STATEMENT?

It usually takes 7-10 business days after you submit the D.S.U. to a CAF or directly to the INPS. Upon submission of your (completed) D.S.U. to the CAF/INPS, a protocol number referring to the submission of your D.S.U. (usually called "CAF protocol") is issued.

24. WHAT TYPE OF ISEE DO I NEED TO SUBMIT TO BE ABLE TO BENEFIT FROM SPECIAL RATES/FINANCIAL AID MADE AVAILABLE FOR SUPPORTING THE RIGHT TO HIGHER EDUCATION?

You need an ISEE Statement that contains the value of the indicator specific for benefits and services made available to support the right to higher education (ISEE UNI).

25. I HAVE AN ORDINARY ISEE STATEMENT. WILL THIS DO?

No. EDiSU, for the purposes of drawing up a final ranking list, will not consider valid those indicators referring to a regular ISEE because, in order to benefit from special rates/financial aid made available to support the right to higher education (university fees, scholarship, access to canteens and/or residence halls at special prices) the only indicator considered valid is the ISEE UNI, i.e. the ISEE for University Use.

Therefore, if you have an ordinary ISEE, you must make a request (to a CAF or the INPS) for a new ISEE Statement containing the ISEE indicator for University Use. The INPS protocol of this new Statement containing the ISEE UNI must be communicated to EDiSU in the "Online Student Services" area by the given deadline, otherwise the financial condition of the student will not be evaluated.

26. MY ISEE STATEMENT CONTAINS ANNOTATIONS. WILL IT BE ACCEPTED ANYWAY?

No. EDiSU, for the purposes of drawing up the final ranking list, will not consider valid ISEE statements containing annotations due to omission or inconsistency. The ISEE statement has "ANNOTATIONS" referring to an omission or inconsistency if the INPS, when comparing the self-declared data contained in the DSU (*Dichiarazione Sostitutiva Unica*) to data stored in its database and in that of the Tax Revenue Office (tax administration IT systems, archive of relations with financial operators), detects a discrepancy.

Therefore, if you have an ISEE statement containing annotations, you must have them "corrected" by submitting documents referring to said omission or inconsistency to a CAF (Tax Assistance Centre) or to the INPS so as to have a new ISEE statement issued containing the ISEE indicator for University Use WITHOUT ANNOTATIONS. The INPS protocol of this new statement containing the ISEE UNI must necessarily be communicated to EDiSU in the "Online Student Services" by the terms/deadline stated in the Call for Applications, otherwise the financial condition of the student will not be evaluated.

27. WHAT IS THE "CURRENT ISEE" (*Isee Corrente*)?

The current ISEE (*Isee Corrente*) is an ISEE for citizens that lose their job or undergo a 25% decrease income. It is a particular formula that enables to update one's ISEE in any moment of the year.

28. WHAT IS THE INPS PROTOCOL NUMBER INCLUDED IN THE ISEE STATEMENT? AND WHAT ABOUT THE CAF PROTOCOL NUMBER?

The INPS protocol number is the number found at the top right of the ISEE Statement containing the indicator for University Use (e.g. INPS-ISEE-201X-XXXXXXXX-00).

The CAF protocol number is the number found, specifically in the final pages, of the receipt that proves that the D.S.U. was submitted by the deadline given in the Call for Applications to the INPS or a CAF or to other bodies authorized to release ISEE statements.

Students who have only the CAF protocol can confirm anyway their application for EDiSU benefits, BUT once they obtain their ISEE statement they must access the "Online Students Services" area and insert the INPS protocol number, along with all the data included in the statement, in the "*Redditi* (Income) - ISEE 200X" section.

29. WHY DOES EDiSU NEED THE INPS PROTOCOL NUMBER INCLUDED IN THE ISEE UNI STATEMENT?

EDiSU needs the INPS protocol number so that it can access directly the INPS database, from which it can collect data massively via computer, and retrieve the data included in the ISEE UNI Statement indicated by the student.

The student therefore will not have to submit to EDiSU a digital nor hard copy of the ISEE statement or of the DSU.

30. WHO MUST REQUEST AN ISEE?

Usually students who reside in Italy and have income and/or assets in Italy and whose family unit resides in Italy, the members of which, as well, own income and/or assets in Italy, along with those who have a mixed income (generated in Italy and abroad).

For special cases, please refer to the specific regulations.

31. WHAT IS THE FAMILY UNIT OF REFERENCE FOR THE PURPOSE OF ISEE ASSESSMENT?

Usually the family unit of reference is made up by the student applying for the Scholarship and all the persons registered as its members according to the civil registry as at the date of submission of the DSU. For more complete information, please refer to the "Income-based requirements"/"Students with income and assets in Italy" section of the Call for Applications; in any case, please refer to specific legislation regulating this matter.

32. I AM A FOREIGN STUDENT. DO I HAVE TO PRESENT AN ISEE STATEMENT FOR UNIVERSITY USE?

Yes, you must submit an ISEE Statement for University Use, but **only if** you reside in Italy and own income and/or assets in Italy, or your family unit resides in Italy and owns income and/or assets in Italy.

INCOME-BASED REQUIREMENTS – STUDENTS WITH INCOME AND/OR ASSETS ABROAD

33. I AM AN ITALIAN/FOREIGN STUDENT RESIDING ABROAD AND HAVE INCOME AND/OR ASSETS ABROAD. WHAT DO I HAVE TO DO?

If you own income and/or assets abroad, or your family unit resides abroad with income and/or assets abroad, you must submit to EDiSU, in original copy, the documents needed to certify the composition of your family, the gross income generated abroad by each of its members, as well as any buildings (houses, apartments) they may own abroad (specifying, in square meters, the surface extension of each of these) and movable assets. The documents must be issued by competent Authorities as required in the [Call](#) and must be uploaded in electronic file format in the "Upload Documents section" in the "[Online Student Services](#)" area on the Edisu website after the confirmation of the online application.

Once acquired the original documents, the Equivalent Economic Situation abroad Indicator (= sum of foreign income of each member of the student's family unit + 20% of movable and immovable assets owned by each family member ÷ equivalence scale coefficient determined by the number of family members) will be automatically calculated.

34. I AM AN ITALIAN/FOREIGN STUDENT RESIDING ABROAD WITH INCOME AND/OR ASSETS ABROAD. HOW CAN I SUBMIT THE REQUIRED DOCUMENTS IN ORIGINAL COPY?

You must:

- 1- go to the competent authorities in the foreign country in which the income was generated and in which buildings (houses, apartments) and movable assets are owned to obtain the certificates (or a single certificate) stating the composition of your family unit, the gross income generated by each member of the family, the buildings owned abroad by each family member (specifying the surface extension in square meters and the ownership share), and the movable assets owned by the family unit;
- 2- have all the certificates/documents legalised and translated into Italian by the Italian Consular Officers present in the foreign country;
- 3- access the "[Online Student Services](#)" area in the "Upload Documents" section insert (by uploading) the required documents (one pdf file only). This operation must be completed by the deadline for submitting the application for the requested benefit.
- 4- hand in to the EDiSU helpdesk in Pavia (via Calatafimi 11 - Pavia) all the documents in original copy obtained as mentioned at point 1 and 2 by the deadline stated in the Call for Applications. As an alternative, you can send them by the same deadline to: EDiSU Pavia - via Calatafimi 11 - 27100 PAVIA - ITALY. Cost of delivery and timely arrival of the documents are responsibility of the student.

In case it is difficult for you to obtain the required documents from the Italian Embassy in your country (as mentioned at point 2), you can go to the consular authorities or embassy of your country (the country where the members of your family reside and where their income and assets are owned) in Italy and request a Certificate drawn up in Italian stating the composition of your family unit, the gross income generated by each family member, the buildings (houses, apartments) owned abroad by each member (specifying surface extension in square meters and ownership share), and the movable assets owned by your family. These documents (Certificate/s of the foreign Embassy or Consulate in Italy) must be legalised by an Italian Prefecture (Local Office of the Italian Government present in the major city of any province).

35. BY WHAT DATE DO I HAVE TO SUBMIT THE ORIGINAL DOCUMENTS TO THE EDiSU HELPDESK?

You have to refer to the [Call for Applications](#) to verify the exact deadlines.

INCOME-BASED REQUIREMENTS - INDEPENDENT STUDENTS / POLITICAL REFUGEE STUDENTS / STATELESS STUDENTS

36. I DON'T LIVE WITH MY PARENTS. CAN I BE CONSIDERED AN INDEPENDENT STUDENT?

Yes, but only if:

- you have had a different residence from that of your family for the last two years (at least) and do not live in a place owned by a member of your family;
- you have your own income, which is not the result of being employed by a member of your family, and which must have been declared for the past two years, amounting to at least €6,500.00 yearly.

37. I AM A STATELESS STUDENT. HOW DO I APPLY?

Stateless students are equaled to Italian citizens, therefore any income and assets held in Italy will be considered and declared through an ISEE statement. (In this particular case, even an ORDINARY ISEE will do.)

The status of stateless person must be proved by the civil court through official documents.

38. I AM A POLITICAL REFUGEE. HOW DO I APPLY?

Students who are political refugees are equaled to Italian citizens, therefore any income and assets held in Italy will be considered and declared through an ISEE statement. (In this particular case, even an ORDINARY ISEE will do.)

The status of political refugee must be proved by means of official documents by a special committee created within the Ministry of Internal Affairs.

MERIT-BASED REQUIREMENTS - FIRST-YEAR STUDENTS

39. CHART OF MERIT-BASED REQUIREMENTS FOR INCLUSION IN THE RANKING LIST OF CANDIDATES ELIGIBLE FOR A SCHOLARSHIP – FIRST-YEAR STUDENTS

- students enrolled in the 1st year of a THREE-YEAR BACHELOR'S DEGREE COURSE (*laurea triennale*) or of a BACHELOR'S + MASTER'S DEGREE SINGLE CYCLE DEGREE COURSE (*laurea magistrale a ciclo unico*): **final mark on high school diploma \geq 70/100 + regular enrolment by November 30th**;
- students enrolled in the 1st year of a MASTER'S DEGREE COURSE (*laurea magistrale*): **150 university credits (CFU) + regular enrolment or enrolled "on condition" by November 30th**.

These students, if they qualify as "eligible" (*idoneo*) in the final ranking list, must maintain their status of eligibility by earning during the academic year a minimum number of CFU.

Students enrolled in the 1st year of:

- PhD programme/specialisation course not pertaining to the medical field: **regular enrolment by November 30th**
- LAW SCHOOL/SPECIALISATION COURSE LEADING TO LEGAL PROFESSIONS: **regular enrolment by November 30th and entry score of \geq 42/60**

These students, if deemed eligible in the final ranking list, must MAINTAIN THEIR STATUS OF ELIGIBILITY by proving their academic merit through enrolment in the 2nd year of their course (by November 30th of the following year).

40. I AM A FIRST-YEAR STUDENT. CAN I APPLY FOR A SCHOLARSHIP?

Yes, if you have received a final high school mark of at least 70/100 and are (or will be) regularly enrolled at the University of Pavia by the deadline stated in the Call for Applications (November 30th).

N.B. You can apply even if you are only planning to register with the University of Pavia. The moment that you perfect your enrolment by the given deadline (November 30th), you fulfil the essential requirement allowing your application to be evaluated according to the criteria stated in the Call for Applications (steadiness in academic progress, merit and income). On the contrary, if you do not perfect your enrolment, your application will immediately be dismissed.

41. I AM A FIRST-YEAR STUDENT. HOW MANY CREDITS (CFU) MUST I EARN DURING MY FIRST YEAR OF STUDY TO MAINTAIN MY STATUS OF SCHOLARSHIP “ELIGIBILITY” (acquire the status of scholarship “BENEFICIARY” / maintain the status of “ELIGIBLE ALTHOUGH NOT BENEFITING FROM A SCHOLARSHIP”)?

If you are a first-year student, you must refer to Attachment B of the “Call for Scholarship Applications” in which are shown the minimum credits required in order to maintain your ELIGIBILITY based on the course you are attending.

- If you are a scholarship beneficiary and manage to earn the CFU stated in attachment B by August 10th (August 10th, 2020 if you are a scholarship beneficiary in the 2019/2020 academic year), you will be able to receive the sum of money provided by the scholarship, besides confirming fruition of the services, which include meals and residence hall placement (if applicable).
- If you are a scholarship beneficiary but lack as at August 10th (August 10th, 2020 if you are a scholarship beneficiary in the 2019/2020 academic year) the credits necessary to require scholarship benefits: you will be able to confirm only the services provided by the scholarship (meals, residence hall placement, if applicable, and university tax) if you earn the minimum credits required, as stated in Attachment B, by November 30th (November 30th, 2020 if you are a scholarship beneficiary in the 2019/2020 academic year).
- If you are a student deemed eligible for a scholarship, but not benefiting from one, you must earn by November 30th (November 30th, 2020 if you are deemed eligible for a scholarship in the 2019/2020 academic year) the minimum number of university credits stated in Attachment B in order to confirm fruition of a daily meal at 1st –tier rate and exemption from university tax.

42. I AM A FIRST-YEAR STUDENT BENEFITING FROM A SCHOLARSHIP, BUT I HAVE NOT EARNED BY AUGUST 10th THE MINIMUM NUMBER OF CREDITS REQUIRED BY THE CALL FOR APPLICATIONS. WHAT HAPPENS NOW?

You do not have the right to receive the money sum provided by the scholarship.

If by November 30th you earn the minimum number of credits required, you will have the right to maintain only the services provided by the scholarship (meal quota = 1 free daily meal + exemption from/refund for university fees + residence hall placement, in case you are benefiting from accommodation in an EDiSU residence hall as well).

43. I AM A FIRST-YEAR STUDENT AND A SCHOLARSHIP BENEFICIARY AND I DID NOT EARN BY NOVEMBER THE MINIMUM NUMBER OF CREDITS (CFU) AS REQUIRED BY THE CALL FOR APPLICATIONS. WHAT HAPPENS NOW?

If as at November 30th (November 30th, 2020 if you are a scholarship beneficiary for the 2019/2020 academic year) you have not earned the minimum number of credits prescribed by the Call for Applications, the entire scholarship will be withdrawn. Consequently you will have to return the amount corresponding to the services you have benefited from (meal quota + residence hall placement, if applicable) and you will have to pay your university tax.

44. I AM A FIRST-YEAR STUDENT WHEN WILL THE SCHOLARSHIP BE DISBURSED?

For scholarship beneficiaries who are first-year students:

- the first instalment will be disbursed in services once the final ranking list is released (free meal + possible placement in an EDiSU residence hall, if you use it as “off-site” student)
- the second instalment (disbursed in money) is subject to the acquisition, by August 10th, of the university credits required by the Call for Applications, as well as to the fulfilment of the following:
 - providing your **IBAN code** online (in the “[Student Online services](#)” area / “PROFILO UTENTE” / “IBAN” section),
 - confirming online that you ARE NOT benefiting from other scholarships incompatible with the one granted by EDiSU (in the “[Online Student Services](#)” area / “PROFILO UTENTE” / “DICHIARAZIONE DI INCOMPATIBILITÀ”.

MERIT-BASED REQUIREMENTS - STUDENTS ENROLLED IN YEARS SUBSEQUENT TO THE FIRST

45. RECAP OF THE MERIT-BASED REQUIREMENTS FOR INCLUSION IN THE RANKING LIST OF CANDIDATES ELIGIBLE FOR A SCHOLARSHIP – STUDENTS ENROLLED IN YEARS SUBSEQUENT TO THE FIRST

- Students enrolled in the 2nd / 3rd year of a PhD programme: **regular enrolment**
- Students enrolled in the 2nd year of LAW SCHOOL/SPECIALISATION COURSE IN THE LEGAL FIELD: **the average mark of their first-year exams must be ≥ 21/30**
- Students enrolled in the 2nd / 3rd year or beyond of BA / BA + MA SINGLE CYCLE / MA DEGREE COURSES: **minimum number of CFU required + fulfilment of any OFAs (additional educational obligations)**

46. I AM A STUDENT IN MY 2ND/3RD YEAR (NOT A 1ST-YEAR STUDENT). WHAT DO I HAVE TO DO TO BE ABLE TO BENEFIT FROM A SCHOLARSHIP?

You must earn by August 10th (prior to submission of application) the minimum number of university credits (CFU) required and have fulfilled any additional educational obligations. (Example: In 2020/2021 I will enrol/am enrolled in the 2nd year of a three-year BA degree course and am interested in a scholarship. In order to be eligible “based on merit” I have to have earned 35 CFU by August 10th, 2020.)

47. I AM A SUBSEQUENT-YEAR STUDENT (NOT A FIRST-YEAR STUDENT). HOW MANY UNIVERSITY CREDITS ARE REQUIRED TO BE DEEMED ELIGIBLE FOR A SCHOLARSHIP?

If you are a student enrolled in any year of your course subsequent to the 1st, you must refer to Attachment A of the “Call for Scholarship Applications”, in which the minimum number of credits are specified according to the type of course you are attending and the year of enrolment (you must consider the year of the course that you will be enrolling in the academic year for which you are requesting a scholarship).

N.B. The required credits need to be earned by August 10th of the same solar year in which you apply for a scholarship (i.e. by August 10th of the previous academic year) because you have to prove that in the years prior to the one you are about to enrol in you already earned a certain number of university credits (CFU).

48. I AM A SUBSEQUENT-YEAR STUDENT (NOT A FIRST-YEAR STUDENT). WHEN WILL THE SCHOLARSHIP BE DISBURSED?

For scholarship beneficiaries who are subsequent-year student:

- the first instalment will be disbursed in services once the final ranking list is released (free meal + possible placement in an EDiSU residence hall, if you use it as “off-site” student)
- the second instalment (disbursed in money) will be disbursed starting from January/February and it is subject to the fulfilment of the following:
 - providing your **IBAN code** online (in the “[Student Online services](#)” area / “PROFILO UTENTE” / “IBAN” section),
 - confirming online that you ARE NOT benefiting from other scholarships incompatible with the one granted by EDiSU (in the “[Online Student Services](#)” area / “PROFILO UTENTE”/ “DICHIARAZIONE DI INCOMPATIBILITÀ”.

BONUS

49. WHAT IS THE BONUS?

The bonus is a sort of “aid” to meeting merit-based requirements: it consists in additional “credit points” granted upon request to students, except first-year students, who haven’t yet earned the minimum credits required by the Call for Applications. The “bonus points” can be used only to bridge the gap between the minimum number of CFU required and those actually earned by the student.

50. HOW MUCH IS THE BONUS WORTH?

The value of the **bonus is differentiated based on the year of enrolment in which the student decides to use it for the first time**. More specifically, the bonus amounts to a total of:

5 credits	if used for the first time to access benefits for the second academic year;
12 credits	if used for the first time to access benefits for the third academic year;
15 credits	if used for the first time to access benefits for academic years following the third (from the fourth year onward / or the second year of a Master’s degree course)

51. I AM A FIRST-YEAR STUDENT. CAN I USE THE BONUS?

No, the bonus is available only for students enrolled in years subsequent to the first.

52. CAN I USE MORE THAN ONE BONUS?

No. The bonus can be used only once, but if after using it you should have any “bonus points” remaining, you may use these in the following years, always by expressly requesting to do so when applying online.

Please note that any remaining “bonus points”, for example after a three-year BA degree course, CANNOT be used to help earn the minimum number of credits required when you enrol in the first year of a Master’s degree course (*laurea magistrale*); you can instead use them to reach the minimum number of credits required when you enrol in the second year of a Master’s degree course.

MERIT BASED REQUIREMENTS - EXAMS AND CREDITS CONSIDERED

53. I HAVE AN EXAM MADE UP OF SEVERAL MODULES. CAN I CONSIDER THE CREDITS (CFU) ACQUIRED FOR EACH MODULE?

No, for exams consisting in more than one module, only the final mark registered in the Student's exam booklet (*Libretto dello Studente*) will be considered.

54. I PASSED AN EXAM BEFORE AUGUST 10TH BUT THE MARK HASN'T YET APPEARED ON MY EXAM BOOKLET. WHAT'S WRONG?

For the purpose of assessing student merit (the acquirement of CFU), EDiSU considers only those exams registered in the "Student Booklet" that were taken no later than August 10th (included). If you know that you passed an exam by August 10th and it hasn't appeared yet in your "Booklet", you must:

- 1) Solicit the Students Office (*Segreteria Studenti*) of the University of Pavia to register your exam (including the date you passed it prior to August 10th);
- 2) Report to EDiSU any missing records or situations of "pending approval" (acknowledgement/validation of exams).

SCHOLARSHIP VALUE – ON-SITE/ OFF-SITE /COMMUTING STUDENTS

55. HOW MUCH WILL THE SCHOLARSHIP BE WORTH?

The value of the scholarship varies according to the income tier certified by the ISEE UNI (ISEE for University Use) and geographical location (municipality of residence) of the student, as well as the fact that the student can provide evidence of having found a form of paid accommodation near the university he/she is attending for at least 10 months in the academic year for which the scholarship has been requested.

56. WHAT DOES THE SCHOLARSHIP AMOUNT TO?

The scholarship depends on the income tier and geographical location (municipality of residence) of the student. Refer to the relevant Calls for Applications available on the EDiSU website (www.edisu.pv.it) to verify the exact amount.

57. WHAT DOES "ON-SITE" STUDENT MEAN?

"On-site" students are those who reside in the municipality in which their course is held or in a nearby one. To see the list of "on-site municipalities", please refer to **Attachment D** of the Call for Scholarship Applications.

58. WHAT DOES "COMMUTING STUDENT" MEAN?

If you reside in a municipality from which you can reach the place where your course is held with public transport in 90 minutes or less, you are considered a commuting student. To see the list of "commuter" municipalities, please consult **Attachment E** of the Call for Scholarship Applications.

59. WHAT DOES "OFF-SITE" STUDENT MEAN?

"Off-site students" are those who reside in municipalities from which it is NOT possible to reach the place where the course is held in less than 90 minutes and that, for this reason, find a form of paid accommodation near the university they are attending for at least 10 months (referring to the academic year for which the student is requesting a scholarship). Evidence of said form of paid accommodation (EDiSU residence hall, private residence hall, rented room/apartment) must be presented to EDiSU by the deadline stated in the Call for Applications to confirm the "off-site" status for the purpose of drawing up the final ranking list and thus determining the scholarship's value.

60. HOW DO I PROVIDE EDiSU WITH EVIDENCE THAT I HAVE "A PAID FORM OF ACCOMMODATION AVAILABLE"?

You must insert (by uploading) in the "Lease contract" section within the "Online Student Services" area of the EDiSU website (www.edisu.pv.it) by the deadline stated in the Call for Applications (usually November 15th, please refer to the Call for Applications to verify the accuracy of the date) the following documents in electronic file format:

- a lease contract in the student's name or that of a parent, valid for at least 10 months in the academic year for which the student requests a scholarship, and its registration with the Tax Revenue Authority/Agenzia delle Entrate (which must refer to the period of validity of the lease contract) *or*

- certificate issued by the private residence hall or boarding house (for residence halls not managed by EDiSU Pavia) from which it appears that the student is paying to lodge there for the academic year for which he/she is requesting the scholarship.


N.B. If you stay in an EDiSU College for at least 10 months you don't have to provide evidence that you have a paid form of accommodation.

61. IN THE ACADEMIC YEAR FOR WHICH I AM REQUESTING A SCHOLARSHIP I WILL BE ABROAD TO TAKE PART IN AN INTERNATIONAL MOBILITY PROGRAMME. HOW DO I PROVE THAT I HAVE "A PAID FORM OF ACCOMMODATION AVAILABLE" FOR AT LEAST 10 MONTHS SO AS TO BE CONSIDERED AN OFF-SITE STUDENT?

If you are a student staying in an "off-site" municipality you must confirm this status by submitting to EDiSU by the deadline given in the Call for Applications (usually November 15th, please refer to the [Call for Applications](#) to verify the accuracy of the date) a self-declaration stating your participation in an international mobility programme, its length and the period in which it will take place. This document must be inserted (uploaded) in electronic file format in the "Lease contract" section found in the "[Online Student Services](#)" area. In case the duration of the mobility programme abroad is less than 10 months, you must also submit/attach a copy of the lease contract signed in Italy (or similar document) to prove the availability of a paid housing solution for a total of 10 months.

62. I AM A STUDENT STAYING IN AN EDiSU RESIDENCE HALL (COLLEGIO). FOR PART OF THE YEAR FOR WHICH I REQUESTED THE SCHOLARSHIP I WILL TAKE PART IN AN INTERNATIONAL MOBILITY PROGRAMME. HOW DO I PROVE THAT I HAVE "A PAID FORM OF ACCOMMODATION AVAILABLE" FOR AT LEAST 10 MONTHS?

You will have to submit by the terms stated in the Call for Applications, by uploading in the "Lease contract" section found in the "[Online Student Services](#)" area, a self-declaration stating your participation in an international mobility programme, its duration and the period in which it will take place. The EDiSU offices will verify that your stay abroad to participate in an international exchange programme, together with your stay in an EDiSU residence hall/*Collegio* (automatically detectable), lasts **NO LESS** than 10 months. Otherwise you will not be able to qualify as "off-site" student in the final ranking list.

 **NEWS 2020 63. I AM A FOREIGN CITIZEN WITH FOREIGN INCOME. AM I SUPPOSED TO PROVIDE EVIDENCE OF HAVING "A FORM OF PAID ACCOMMODATION AVAILABLE" FOR AT LEAST 10 MONTHS IN ORDER TO QUALIFY AS OFF-SITE STUDENT?**

Yes, it is necessary to submit documents proving you have a form of paid accommodation available near the location of your course.

You must insert (by uploading) in the "Lease contract" section within the "[Online Student Services](#)" area of the EDiSU website (www.edisu.pv.it) by the deadline stated in the Call for Applications (usually November 15th, please refer to the [Call for Applications](#) to verify the accuracy of the date) a lease contract in the student's name or that of a parent, valid for at least 10 months in the academic year for which the student requests a scholarship, and its registration with the Tax Revenue Authority/Agenzia delle Entrate (which must refer to the period of validity of the lease contract)

or

a certificate issued by the private residence hall or boarding house (for residence halls not managed by EDiSU Pavia) from which it appears that the student is paying to lodge there for the academic year for which you are requesting the scholarship.

N.B. If you stay in an EDiSU College for at least 10 months you don't have to provide evidence that you have a paid form of accommodation.

SCHOLARSHIP SUPPLEMENTS

64. WHAT ARE SCHOLARSHIP SUPPLEMENTS?

Scholarship supplements are additional funds and/or services to support students alongside the scholarship. They must be requested together with the scholarship and can be accessed only if the student is deemed eligible for receiving the scholarship.

There are two kinds of supplements:

- supplements for **international mobility programmes**;
- supplements for **student disability** (a certified disability level of 66% or higher)

65. HOW CAN I BENEFIT FROM THE INTERNATIONAL MOBILITY SUPPLEMENT?

The request must be submitted when applying for a scholarship. If you turn out to be a “beneficiary” or “eligible but not beneficiary”, you will be able to access the international mobility supplement. The fund is granted only once for each course attended.

66. WHEN IS THE SUPPLEMENT FOR INTERNATIONAL MOBILITY ACKNOWLEDGED AND PAID?

If you are included in the list of students adhering to the Erasmus programme or other programmes of international mobility (allowing to earn university credits that count towards a degree), duly certified to EDiSU by the competent department of the University of Pavia at the end of the academic year during which you go abroad, you may be acknowledged a supplement for international mobility within the limits of resources available for this purpose. Starting from **February/March of the year following your return** you may therefore be paid the international mobility supplement.

67. HOW CAN I BENEFIT FROM THE DISABILITY SUPPLEMENT?

When you apply online for a scholarship, there will be a page in which you will be asked if you are a student with a certified disability level acknowledged as being 66% or higher. If you answer “Yes”, another question will appear in which you can express your interest in receiving, besides the scholarship, the disability supplement.

Remember that your status of student with an acknowledged disability must be proved to EDiSU by attaching (uploading) in electronic file format the required certificate in the “Disability exceeding 66%” section of your personal “[Online Student Services](#)” area.

68. WHEN IS THE DISABILITY SUPPLEMENT PAID?

The disability supplement is generally paid together with your scholarship sum (if you specified during the online application for the scholarship that you were interested in receiving this supplement and you provided evidence of your condition).

It is therefore enough for your name to be included in the final scholarship ranking list as an eligible/beneficiary student and that you have already met the requirements to which disbursement of this supplement is subject to, as stated in the Call for Applications.

RESIDENCE HALL (COLLEGIO)

For further details, please refer to the related [Call for Applications for Residence Hall Placements](#).

69. WHEN IS THE CALL FOR THE ASSIGNMENT OF RESIDENCE HALL (COLLEGIO) PLACEMENTS RELEASED?

Usually by the end of June/beginning of July. Check regularly the Edisu website (www.edisu.pv.it) on the “News” section.

70. BY WHAT DEADLINE DO I HAVE TO SUBMIT MY APPLICATION FOR THE ASSIGNMENT OF RESIDENCE HALL PLACEMENTS?

Applications must be usually submitted in August. Please refer to the [Call for Applications](#) to verify the exact date.

71. I WOULD LIKE TO APPLY FOR A PLACEMENT IN A COLLEGIO, BUT I WILL ENROL AT UNIVERSITY ONLY IF I PASS THE ENTRY TEST OF MY DEGREE COURSE. CAN I APPLY ANYWAY?

Yes. You must submit your application by the given deadline. The moment you turn out to be eligible and be assigned a placement in a residence hall (*Collegio*) and you receive notification of your admission to a residential unit, you will have to provide evidence that you are waiting to know if you have passed your entry test and that you do not know the results yet. In this case, after the necessary checks, your placement will be kept “in standby” until the results of your entry test become available.

72. I MEET THE MERIT-BASED REQUIREMENTS BUT NOT THE INCOME-BASED ONES. CAN I APPLY FOR PLACEMENT IN A COLLEGIO?

Yes, you can apply and you will be included in the supplementary ranking list, i.e. in the ranking list that is considered after all students in the “primary” ranking list have received their benefit (those who meet both merit and income-based requirements).

73. WHEN WILL THE RESIDENCE HALL (COLLEGIO) PLACEMENT RANKING LIST BE RELEASED?

Usually the ranking list will be released by the beginning of September. Check with the Call the exact date.

74. WHAT IS THE DEADLINE FOR REQUESTING A REVIEW OF THE RANKING LIST FOR RESIDENCE HALL (COLLEGIO) PLACEMENTS?

The request for review must be submitted within 5 days after the announcement (made on the EDiSU website) of the ranking list of eligible candidates for residence hall placements.

75. I AM A STUDENT DEEMED ELIGIBLE FOR A PLACEMENT IN A COLLEGIO. WHAT DOES THIS MEAN?

It means that your name can be assigned, based on the placements available in all the EDiSU residence halls (*Collegi*) and your ranking, to an EDiSU residential unit. The preferences you expressed when filling in your application will be taken into consideration but are NOT binding: you took part in a competition for the assignment of a placement in an EDiSU residential unit for university students and not for a specific *Collegio* (with the exception made for students requesting a placement in the residence hall in Cremona because their course is held in that city).

Following automatic assignment to a particular *Collegio*, you will receive a communication announcing your admission and the name of the residential unit to which you are destined.

Once you receive this notification you will have a deadline (within 4 days) by which you must decide and communicate in written form that you accept the assigned placement for the entire academic year and you must pay the confirmatory deposit of 250,00 €.

76. WHEN WILL RESIDENCE HALL (COLLEGIO) PLACEMENTS BE ASSIGNED?

Usually placements in residence halls (*Collegi*) will be assigned starting from mid-September. Check with the [Call](#) the exact date.

77. HOW WILL I BE NOTIFIED IF I AM ASSIGNED A PLACEMENT IN A COLLEGIO?

You will receive a communication announcing your admission and the name of the College that you have been assigned.

78. I HAVE BEEN INCLUDED IN THE SUPPLEMENTARY RANKING LIST. WHEN WILL I KNOW IF I AM ASSIGNED A RESIDENCE HALL PLACEMENT?

If you appear on the supplementary ranking list, you will first of all have to wait for all the students on the primary ranking list to be taken care of. Once these students are assigned a placement, if there still be rooms available in the Residence Halls (*Collegi*), these will be assigned to students placed in the supplementary ranking list. It is not possible to determine in advance exactly how long it will take for placements in a Residence Hall (*Collegio*) to be assigned.

79. I AM A STUDENT ALREADY STAYING AT AN EDiSU RESIDENCE HALL (COLLEGIO) AND I WISH TO CONTINUE RESIDING THERE. DO I NEED TO TAKE PART IN THE COMPETITION AND SUBMIT THE ONLINE APPLICATION EVERY YEAR?

No. If you are a student already staying at a residence hall (*Collegio*), to keep benefiting from your placement in the next years, you must submit your request to "RE-CONFIRM". For more information about the reconfirmation refer to the Bursar of your residential unit.

80. I AM A STUDENT ALREADY STAYING AT AN EDiSU RESIDENCE HALL (COLLEGIO). CAN I KEEP BENEFITING FROM THIS PLACEMENT?

Yes BUT you must meet the merit-based requirements and you must be on time in the payment of the College fees relative to the previous academic year. In this case you must submit your request to "RE-CONFIRM". For more information about the reconfirmation refer to the Bursar of your residential unit.

81. WHEN ARE THE INSTALMENTS OF THE ACCOMMODATION FEE TO BE PAID?

The fee is to be paid in three instalments: 1st - upon moving into the college , in any case by October 3st
2nd - by January 31st
3rd - by March 31st

82. DOES THE RESIDENCE HALL (COLLEGIO) REQUIRE A SECURITY DEPOSIT?

Yes, a € 250.00 security deposit must be paid to refund any damage done to the residential unit. The deposit will be returned at the end of the student's stay at the *Collegio* once the condition of the assigned room is checked.

83. I AM AN OFF-SITE SCHOLARSHIP BENEFICIARY. HOW ARE RESIDENCE HALL (COLLEGIO) FEES TO BE PAID?

If you are a scholarship beneficiary, you can benefit from a free placement in a Residence hall (*Collegio*). In this case, a deduction will be made on the amount provided by the scholarship to pay accommodation fees directly to the Residence Hall (*Collegio*). The first fee instalment, which must be paid to the residential unit before the results of the competition awarding the scholarships are known, will be refunded.

84. I WANT TO RENOUNCE MY RESIDENCE HALL PLACEMENT. WHAT HAPPENS NOW?

If you are a student paying for your accommodation in an EDiSU residence hall (*Collegio*) and you decide after the start of the academic year to renounce your placement, you must pay a penalty that varies depending on when you leave the Residence Hall (*Collegio*). Please, check with the [Call for Applications](#) the exact fine you will have to pay.

85. HOW LONG CAN I STAY IN THE RESIDENCE HALL/COLLEGIO?

Students who have to “re-confirm” the placement assigned to them in the previous academic year can access the Residence Hall (*Collegio*) at the beginning of September, following agreements made with the Dean/Bursar of the residential unit before the Residence Hall (*Collegio*) closes for the summer break.

Instead, for students who applied to access an EDiSU Residence Hall (*Collegio*) for the first time, assignment of placements begins approximately from mid-September.

CANTEEN SERVICE (MENSA)

For further information and details, please refer to the “[Guide to Accessing the EDiSU Canteens for University Students](#)” available on the Edisu website.

86. I'D LIKE TO ACCESS THE CANTEENS. WHAT DO I HAVE TO DO?

To access the canteens you must have an Ateneo Card or the EDiSU canteen card (“*tessera mensa*”). To receive the latter (EDiSU canteen card) and, in any case, to be able to use/activate the cards, you must submit an online application specific for “Access to the canteens” (on the website www.edisu.pv.it you must enter the “[Online Student Services](#)” area and fill in the “Student Benefits Application”). Activation will take place after about 10 business days following submission of your application and after your enrolment for the current academic year at the University of Pavia (payment of the first instalment of university fees) has been verified. After the aforementioned 10 business days have passed, if you still haven't got an EDiSU canteen card, you can pick it up at the EDiSU helpdesk (via Calatafimi 11 in Pavia); if instead you have an Ateneo Card, it will automatically be activated.

87. HOW MUCH DOES IT COST TO EAT IN A CANTEEN (MENSA)?

It depends on the income tier to which you belong, based on your ISEE for University Use value (1st tier: € 4.00 - 2nd tier: €4.50 - 3rd tier: € 5.00 - 4th tier/maximum rate: € 6.50). If you are a scholarship “beneficiary” or a subsequent-year student (i.e. not a first-year student) deemed “eligible although not a scholarship beneficiary”, you will be able to benefit from one free daily meal; the second meal will be charged according to your assigned “income tier”.

88. HOW DO I KNOW WHICH INCOME TIER I FALL IN?

1) You must first of all have your ISEE UNI determined (for benefits/services made available to support the right to higher education). In the ISEE Statement that you receive from the CAF or directly from the INPS (if you requested the statement to the *Istituto Nazionale Previdenza Sociale*) you will find the following values:

- **ISEE UNI** = ISEE indicator for assessing access to benefits/services made available to support the right to higher education,
- **ISP** (or ISP UNI if re-calculated on the basis of the additional/aggregated components) = Asset Situation Indicator
- **Equivalence scale** = a coefficient that depends on the composition of the student's family

2) You must verify that your **ISEE UNI is ≤ € 23,000.00** (threshold valid for the 2019/2020 academic year) and that your **ISPE (=ISP ÷ equivalence scale) ≤ € 50,000.00**

N.B. Please refer to the Call for Applications to verify the accuracy of existing data.

If your indicators comply with both these conditions, you can have access “at special rates” (obviously only if you have applied for access to the canteens at special rates by October 25th, indicating the protocol number of your ISEE Statement) and your “income tier” will depend on your ISEE UNI value alone:

- 1st income tier: ISEE UNI from € 0,00 to € 14,420.31
- 2nd income tier: ISEE UNI from € 14,420.32 to € 17,709.34
- 3rd income tier: ISEE UNI from € 17,709.35 to € 23,000.00

If even only one of the two indicators exceeds the thresholds shown, you fall in the 4th income tier.

89. WHAT DOES ACCESSING THE CANTEENS AT THE “MAXIMUM STUDENT RATE” MEAN?

It means that the “canteen system” acknowledges your status of university student and that the maximum student rate is applied to you at a special price (less than the actual cost of a complete meal). At present the maximum rate corresponds to € 6,50.

90. HOW CAN I ACCESS THE CANTEENS AT MAXIMUM RATE?

You must be enrolled at the University of Pavia and you need the canteen card.

You must go to the “[Online Student Services](http://www.edisu.pv.it)” page on the EDiSU website (www.edisu.pv.it), and fill in the “STUDENT BENEFITS APPLICATION” specifically for “Access to the canteens at the maximum rate” .

91. WHAT DOES ACCESSING THE CANTEENS “AT SPECIAL RATES” MEAN?

It means not only that the “canteen system” acknowledges you as university student but also that you can benefit from further discounts on the maximum student rate if, upon submitting a valid protocol of the ISEE UNI Statement (for accessing benefits/services made available for supporting the right to higher education) – without annotations for inconsistencies/omissions – you meet the requirements.

92. HOW CAN I ACCESS THE CANTEENS AT SPECIAL RATES?

You must be enrolled at the University of Pavia. You must go to the “Online Student Services” page on the EDiSU website (www.edisu.pv.it) and fill in and confirm by the given deadline (check with the website the exact date) the “Student Benefits Application” specifically for “Access to the canteens at special rates”. You will also have to provide EDiSU with the protocol of your ISEE Statement for the purpose of verifying that your ISEE UNI and ISPE indicators do not exceed the maximum thresholds that apply to the academic year.

93. DOES THE CANTEEN CARD EXPIRE?

Yes. In order to benefit from meals at maximum or special rates, you must renew your request **every year** by submitting to EDiSU the “Student Benefit Application” with which you request specifically to have “Access to the canteens at special rates”/“Access to the canteens at maximum rate”.

Authorisation to access the canteen service using the canteen card or Ateneo Card is valid from the date the cards are “activated” (approximately 10 days after having submitted the online application and after having verified that you are actually enrolled at the University of Pavia for that academic year) until March 31st of the year following the academic year for which the card was requested.

N.B. The canteen card will remain the same even if the student’s income tier should change the next year, since variations are automatically applied.

94. WHAT DOES THE CANTEEN CARD ENTITLE ME TO?

The canteen card entitles you to benefit from 2 daily meals, from Monday to Sunday, during the canteens’ opening days/hours, at the established price based on one’s income tier.

95. I LOST MY CANTEEN CARD. WHAT DO I DO?

You must go to the EDiSU helpdesk on via Calatafimi 11 and ask to have the canteen card you lost blocked and a new one issued. You can have your canteen card blocked also by requesting that this be done through the “LINEA DIRETTA/DIRECT LINE with EDiSU”.

96. I AM A SCHOLARSHIP BENEFICIARY. WHAT AM I ENTITLED TO, AS FAR AS THE CANTEEN SERVICE IS CONCERNED?

For the period of time going from January 1st to December 31st of the solar year following the year in which the final ranking list by which you were declared a beneficiary was approved, you have the right to benefit from 1 free daily

meal during the canteens' opening days/hours (if you go to the canteen to consume the second meal, the price charged will depend on your income tier).

If you are enrolled in the first year of a degree course and become a scholarship beneficiary during the solar year following the one in which the final ranking list by which you were declared eligible was approved, you will be acknowledged the right to a free daily meal starting from the date you become a full-fledged beneficiary until December 31st.

97. I AM DEEMED ELIGIBLE FOR A SCHOLARSHIP. WHAT AM I ENTITLED TO, AS FAR AS THE CANTEEN SERVICE IS CONCERNED?

If you are a first-year student: 1 daily meal at 1st-tier rate during the canteens' normal opening days/hours (if you have a second meal in a canteen, the price charged will depend on your income tier).

If you are a student enrolled in years subsequent to the first: 1 free daily meal (if you have a second meal in a canteen, the price charged will depend on your income tier).

98. I AM A SCHOLARSHIP BENEFICIARY WHO DOES NOT USE THE CANTEEN SERVICE. CAN I HAVE A REFUND?

No, it is not possible to have any refund, **except** in the case of students participating in international mobility programmes (covering the sole period of time during which they took part in mobility programmes abroad and only if evidence of said participation is provided) and those staying in private residence halls whose fees include meals. These students must apply for a refund by the deadline given in the Call for Applications (Call for Scholarship Applications).

SPECIAL GRANTS

For further details, please refer to the relevant [Calls for Applications](#) available on the EDiSU website (www.edisu.pv.it)

99. WHAT IS A SPECIAL GRANT? WHO CAN APPLY FOR IT?

Special grants are funds made available specifically for supporting the Right to Higher Education (it is NOT a welfare subsidy) to students who are in a "special" situation due to financial, family, or health issues and, therefore, have not been able to earn the academic merit required to receive a scholarship.

The Special Grant is NOT compatible with the EDiSU scholarship.

100. WHAT IS THE DEADLINE FOR APPLYING FOR SPECIAL GRANTS?

The application can be submitted starting February until March 31st, through a computerized procedure by which you fill in the "Special Grant" (*Sovvenzione Straordinaria/Special Subsidies*) forms online, accessible in your "[Online Student Services](#)" area (www.edisu.pv.it)

101. WHO EVALUATES THE APPLICATIONS FOR SPECIAL GRANTS?

A special Committee, nominated by the EDiSU Administration Board, will evaluate the applications submitted, the motivations given, the income and academic merit of the students. For those to whom a special grant is acknowledged, the Committee determines the sums to assign, taking into account the student's situation and the allocations provided for in the budget.

102. HOW DO I KNOW IF I AM ASSIGNED A SPECIAL GRANT?

There are NO ranking lists for the assignment of special grants. Once the Committee has made its decision and EDiSU has approved the records, you will be notified by EDiSU.