

**AY 2020/2021**

**Public notice for the distribution of  
regional benefits AY 2020/2021**

**ATTACHMENTS**

# **Annex 1 - Status of students on site, commuting and off-site**

The following lists determine the status of students: on-site, commuter or off-site.

## **Students enrolled in courses based in Trieste**

### **ON-SITE:**

Residents of Trieste, Muggia, San Dorligo della Valle, Monrupino, Sgonico and Duino-Aurisina

### **COMMUTERS:**

Residents of Monfalcone, Staranzano, Ronchi dei Legionari, Doberdò del Lago, Gradisca d'Isonzo, Sagrado, Fogliano, Redipuglia, San Pier d'Isonzo, Turriaco, Cervignano, San Canzian d'Isonzo and, beyond national borders, the following municipalities: Capodistria, Erpelle-Cosina, Divaccia, Isola, Pirano, Postumia, San Pietro del Carso, Sezana, Vipacco and the following localities: Koseze and Podgrad of the Municipality of Villa del Nevoso.

Residents in all municipalities considered to be off-site who do not take up accommodation near the university by using, for consideration, public residential structures or other accommodations of private individuals or entities.

### **OFF-SITE:**

Residents in all other municipalities that take accommodation near the university by using, for consideration, public residential structures or other private or corporate housing for a period of not less than 10 months.

## **Students enrolled in courses based in Udine**

### **ON-SITE:**

Residents of Campoformido, Martignacco, Pagnacco, Pasian di Prato, Pavia di Udine, Povoletto, Pozzuolo del Friuli, Pradamano, Reana del Rojale, Remanzacco, Tavagnacco, Udine.

### **COMMUTERS:**

Residents of Aiello, Artegna, Attimis, Bagnaria Arsa, Basiliano, Bertiole, Bicinicco, Buia, Buttrio, Capriva del Friuli, Casarsa della Delizia, Cassacco, Castions di Strada, Cervignano, Chiopris Viscone, Cividale del Friuli, Codroipo, Colloredo di Montealbano, Cormons, Coseano, Vodnjan, Faedis, Fagagna, Flaibano, Gemona del Friuli, Gonars, Gorizia, Lestizza, Magnano in Riviera, Majano, Manzano, Mereto di Tomba, Moimacco, Mortegliano, Moruzzo, Mossa, Nimis, Osoppo, Palmanova, Porpetto, Premariacco, Rive d'Arcano, San Daniele del Friuli, San Giorgio di Nogaro, San Giovanni al Natisone, Santa Maria La Longa,

San Vito al Torre, San Vito di Fagagna, Sedegliano, Talmassons, Tarcento, Torreano, Torviscosa, Treppo Grande, Tricesimo, Trivignano Udinese, Visco.

Residents in all municipalities considered to be off-site who do not take up accommodation near the university by using, for consideration, public residential structures or other accommodations of private individuals or entities.

**OFF-SITE:**

Residents in all other municipalities that take accommodation near the university by using, for consideration, public residential structures or other private or corporate housing for a period of not less than 10 months.

## **Students enrolled in courses based in Gorizia**

**ON-SITE:**

Residents to Farra d'Isonzo, Gorizia, Move, San Floriano of the Collio, Savogna d'Isonzo is, out come on borders national, Nova Gorica.

**COMMUTERS:**

Residents of Buttrio, Capriva del Friuli, Cormons, Doberdò del Lago, Duino-Aurisina, Fogliano Redipuglia, Gradisca d'Isonzo, Manzano, Mariano del Friuli, Medea, Monfalcone, Moraro, Romans d'Isonzo, Ronchi dei Legionari, Sagrado, San Canzian d'Isonzo, San Giovanni al Natisone, San Lorenzo Isontino, San Pier d'Isonzo, Staranzano, Turriaco, Udine, Villesse.

Residents in all municipalities considered to be off-site who do not take up accommodation near the university by using, for consideration, public residential structures or other accommodations of private individuals or entities.

**OFF-SITE:**

Residents in all other municipalities that take accommodation near the university by using, for consideration, public residential structures or other private or corporate housing for a period of not less than 10 months.

## **Students enrolled in courses based in Pordenone**

### **ON-SITE:**

Residents in Azzano Decimo, Cordenons, Fiume Veneto, Fontanafredda, Pasiano di Pordenone, Porcia, Pordenone, Prata di Pordenone, Roveredo in Piano, San Quirino, Zoppola.

### **COMMUTERS:**

Residents of Arba, Arzene, Aviano, Brugnera, Budoia, Caneva, Casarsa della Delizia, Chions, Codroipo, Conegliano, Cordovado, Godega di Sant'Urbano, Maniago, Montereale Valcellina, Orsago, Polcenigo, Pravidomini, Sacile, San Giorgio della Richinvelda, San Martino al Tagliamento, San Vito al Tagliamento, Sequals, Sesto al Reghena, Spilimbergo, Susegana, Vajont, Valvasone, Vivaro.

Residents in all municipalities considered to be off-site who do not take up accommodation near the university by using, for consideration, public residential structures or other accommodations of private individuals or entities.

### **OFF-SITE:**

Residents in all other municipalities that take accommodation near the university by using, for consideration, public residential structures or other private or corporate housing for a period of not less than 10 months.

## **Students enrolled in courses based in Gemona del Friuli**

### **ON-SITE:**

Residents of Artegna, Bordano, Buia, Gemona del Friuli, Magnano in Riviera, Montenars, Osoppo, Trasaghis and Venzone.

### **COMMUTERS:**

Residents of Amaro, Attimis, Cassacco, Cavazzo, Carnico, Chiusaforte, Colloredo di Monte Albano, Coseano, Dignano, Faedis, Fagagna, Forgaria nel Friuli, Lusevera, Moggio Udinese, Nimis, Ragogna, Reana del Rojale, Resia, Resiutta, Rive d'Arcano, San Daniele del Friuli, San Vito di Fagagna, Tarcento, Tavagnacco, Tolmezzo, Treppo Grande, Tricesimo, Udine, Verzegnis.

Residents in all municipalities considered to be off-site who do not take up accommodation near the university by using, for consideration, public residential structures or other accommodations of private individuals or entities.

### **OFF-SITE:**

Residents in all other municipalities that take accommodation near the university by using, for consideration, public residential structures or other private or corporate housing for a period of not less than 10 months.

## **Students enrolled in courses based in Portogruaro**

### **ON-SITE:**

Residents in Portogruaro, Cinto Cao Maggiore, Gruaro, Teglio Veneto, Pramaggiore, Annone Veneto, Fossalta di Portogruaro, San Michele al Tagliamento, San Stino di Livenza, Concordia Sagittaria, Caorle.

### **COMMUTERS:**

Residents of Eraclea, Torre di Mosto, Ceggia, Salgareda, Ponte di Piave, Cessalto, Chiarano, Oderzo, Motta di Livenza, Mansuè, Ormelle, Meduna di Livenza, Pravisdomini, Chions, Sesto al Reghena, Cordovado, Morsano al Tagliamento, Varmo, Latisana, Lignano, Palazzolo dello Stella, Precenicco, Teor.

Residents in all municipalities considered to be off-site who do not take up accommodation near the university by using, for consideration, public residential structures or other accommodations of private individuals or entities.

### **OFF-SITE:**

Residents in all other municipalities that take accommodation near the university by using, for consideration, public residential structures or other private or corporate housing for a period of not less than 10 months.

## **Students enrolled in courses based in Conegliano**

### **ON-SITE:**

Residents of Codogno, Colle Umberto, Godega di Sant'Urbano, Mareno di Piave, Orsago, San Fior, San Pietro di Feletto, San Vendemiano, Santa Lucia di Piave, Susegana, Tarzo, Vazzola and Vittorio Veneto.

### **COMMUTERS:**

Residents of Arcade, Caneva, Cimadolmo, Cordignano, Fontanelle, Fregona, Gaiarine, Giavera del Montello, Nervesa della Battaglia, Ormelle, Pieve di Soligo, Povegliano, Refrontolo, Revine Lago, San Polo di Piave, Sarmede, Sernaglia della Battaglia, Spresiano.

Residents in all municipalities considered to be off-site who do not take up accommodation near the university by using, for consideration, public residential structures or other accommodations of private individuals or entities.

**OFF-SITE:**

Residents in all other municipalities that take accommodation near the university by using, for consideration, public residential structures or other private or corporate housing for a period of not less than 10 months.

## **Annex 2 - List of developing countries following the Ministerial Decree 6 May 2020 n. 62**

Afghanistan	Solomon Islands
Angola	Somalia
Bangladesh	South Sudan
Benin	Sudan
Bhutan	Tanzania
Burkina Faso	Timor-Leste
Burundi	Togo
Cambodia	Tuvalu
Central African Republic	Uganda
Chad	Vanuatu
Comoros	Yemen
Congo Democratic Republic	Zambia
Djibouti	Zimbabwe
Eritrea	
Ethiopia	
Gambia	
Guinea	
Guinea-Bissau	
Haiti	
Kiribati	
North Korea Dep.	
Lao People's Democratic Republic	
Lesotho	
Liberia	
Madagascar	
Malawi	
Mali	
Mauritania	
Mozambique	
Burma	
Nepal	
Niger	
Rwanda	
Sao Tome & Principe	
Senegal	
Sierra Leone	



Not having reached the credits required to obtain ARDISS benefits for the 2020/2021 academic year by 10/08/2020 for the following reasons (tick one or more choices):

- A One or more courses of the study plan were not made available electronically with related exams corresponding to n. \_\_\_\_\_ credits (specify which course (s) and how many credits for each

Exam description	CFU

- B Cancelled exams corresponding to n. \_\_\_\_\_ credits (specify which course (s) and how many credits for each

Exam description	CFU

- C Interruption of the period of international mobility with consequent impossibility of taking exams (specify which course(s) and how many credits for each

Exam description	CFU

- D Poor or absent wifi network (to be contextualized if it refers to the entire lockdown period and connected to the absence of a network in the place of residence or domicile or if it refers to the performance of certain exams; in the second case indicate which exams and how

many credits). Provide in this regard any supporting documents, such as notification mail to the University, Conservatory or Ardiss

Exam description	CFU

**E** Lack of a suitable digital device (PC or Tablet) to follow the online lessons and / or carry out the exams remotely (to be contextualized if referring to the entire lockdown period or if referring to the performance of certain exams; in this second case indicate which exams and how many credits). Provide in this regard any supporting documents, such as notification mail to the University, Conservatory or Ardiss

Exam description	CFU

**F** Lack of a suitable environment to follow the online lessons and / or follow the online lessons and / or carry out the exams at a distance (to be contextualized if referring to the entire lockdown period or if referring to the performance of certain exams; in this second case indicate which exams and how many credits). Provide in this regard any supporting documents, such as family status and plan of the house or further documents attesting available spaces and number of components.

Exam description	CFU

The undersigned is aware, in the event of untruthful declarations and falsehoods in the documents, of the penal sanctions provided for (article 76 of Presidential Decree no. 445 of 28 December 2000) and of the forfeiture of any benefits obtained (article 75 of Presidential Decree of 28 December 2000, no. 445).

Place and date:

THE DECLARANT

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**NOTE:** *This declaration is signed and sent, in the manner provided by art. 38, paragraph 3, of Presidential Decree no. 445/2000, together with an unauthenticated photostatic copy of an identity document of the declarant front and back*

## **INFORMATION ON THE PROCESSING OF PERSONAL DATA**

*pursuant to art. 13 and 14 of EU Regulation 2016/679*

Pursuant to articles 13 and 14 of **Regulation (EU) 2016/679** (*General Data Protection Regulation or GDPR - General Data Protection Regulation*), hereinafter "*Regulation*", the following information is provided to the interested party.

1. The owner of the processing of personal data is ARDISS in the person of the General Manager, based in Trieste, Salita Monte Valerio, 3, tel. 0403595326/328 e.mail [direzione@ardiss.fvg.it](mailto:direzione@ardiss.fvg.it) PEC [ardiss@certregione.fvg.it](mailto:ardiss@certregione.fvg.it)
2. The Data Protection Officer is dr. Mauro Vignini, Piazza Unità d'Italia, 1 Trieste, tel. 040 3773707 e.mail [mauro.vignini@regione.fvg.it](mailto:mauro.vignini@regione.fvg.it)
3. The personal data collected will be processed, stored and archived for operational, administrative-accounting and / or other purposes related to the management of the institutional activities of ARDISS, as well as for the obligations related to legal obligations and for the purposes of the administrative procedure related to this declaration of notarial deed and, in any case, in compliance with the provisions of art. 6, paragraph 3, of the Regulations and by art.2-ter of Legislative Decree 196/2003 (*Code regarding the protection of personal data*), as amended by legislative decree 10 August 2018, n. 101.

The treatment will also concern personal data acquired, if necessary, from third parties, pursuant to paragraph 1 of art. 71 of Presidential Decree 445/2000, for the purpose of checking the veracity of this substitute declaration of deed of notoriety.

4. Personal data will be processed for the duration necessary for the administrative activity related to this substitute declaration, consistent with the obligations related to legal obligations. The relative retention of personal data will take place in compliance with the regulations regarding the discarding of archival documents of public administrations.
5. Personal data may be disclosed only in cases where this is foreseen as part of the administrative procedure related to this substitute declaration (e.g. publication of rankings in the case of procedures aimed at identifying those entitled to a specific benefit), and in any case where required by law or regulation.
6. The transfer of personal data to recipients in non-EU states or to international organizations is not envisaged.
7. In relation to the processing of such data, the User has the right to obtain:  
Regulation (EU) 2016/679 grants the following rights to the interested parties:
  - a) right of access (art.15 of Regulation (EU) 2016/679), or to obtain in particular confirmation of the existence of personal data, an indication of the origin and categories of personal data, of the purpose and of the methods of their treatment, the logic applied in case of treatment carried out with the aid of electronic tools, the identification details of the Data Controller, of the Data Processor and of the subjects or categories of subjects to whom the data the retention period, rectification, cancellation or limitation of the processing of personal data have been or may be communicated, the right to object to their processing, the right to lodge a complaint with the Guarantor Authority for the protection of personal data;
  - b) right of rectification (art.16 of Regulation (EU) 2016/679);
  - c) right to erasure (art.17 of Regulation (EU) 2016/679);
  - d) right to limitation of treatment (art.18 of Regulation (EU) 2016/679);
  - e) Data portability (Article 20, Regulation (EU) 2016/679);
  - f) right of opposition (art.21 of Regulation (EU) 2016/679);
  - g) right not to be subjected to a decision based solely on automated processing, including profiling, which produces legal effects concerning them or which significantly affects their people in a similar way (art.22 of Regulation (EU) 2016/679).
8. Right to complain

In the event that they believe that the processing of personal data referred to them is carried out in violation of the provisions of EU Regulation 679/2016, they have the right to lodge a complaint with the Guarantor, as required by art. 77 of EU Regulation 679/2016 itself, or to take appropriate judicial offices pursuant to art. 79 of EU Regulation 679/2016.

Administrative procedure manager:

Dr. Patrizia Pavatti

## Contacts - Trieste office

### Information Desk

Salita Monte Valerio 3, 34127 Trieste

[info.trieste@ardiss.fvg.it](mailto:info.trieste@ardiss.fvg.it)

Tel: 040 3595205

Fax: 040 3595352

### Telephone desk hours:

Monday to Friday from 09:30-12:00

### Other useful contacts

Service		Telephone number
Scholarship		
Housing contributions		
Contributions for international mobility	<a href="mailto:info.trieste@ardiss.fvg.it">info.trieste@ardiss.fvg.it</a>	040 3595205
Regional tax refund		
Accommodation places in the Trieste and Gorizia university areas	<a href="mailto:alloggi.trieste@ardiss.fvg.it">alloggi.trieste@ardiss.fvg.it</a>	040 3595302/213
Catering service and canteen cards	<a href="mailto:ristorazione.trieste@ardiss.fvg.it">ristorazione.trieste@ardiss.fvg.it</a>	040 3595357/207
IT technical assistance	<a href="mailto:assistenza.informatica@ardiss.fvg.it">assistenza.informatica@ardiss.fvg.it</a>	

## Contacts - Udine office

### Information desk

Viale Ungheria 39 / b, 33100 Udine

[info.udine@ardiss.fvg.it](mailto:info.udine@ardiss.fvg.it)

Tel: 0432 245772

Fax: 0432 245777

### Telephone desk hours:

Monday to Friday from 09:30-12:00

### Other useful contacts

Service		Telephone number
Scholarship		
Housing contributions		
Contributions for international mobility	<a href="mailto:info.udine@ardiss.fvg.it">info.udine@ardiss.fvg.it</a>	0432 245772
Regional tax refund		
Accommodation places Udine	<a href="mailto:alloggi.udine@ardiss.fvg.it">alloggi.udine@ardiss.fvg.it</a>	0432 245714
Accommodation places Pordenone Gorizia Gemona	<a href="mailto:alloggi.udine@ardiss.fvg.it">alloggi.udine@ardiss.fvg.it</a>	0432 245715 0432 245716
Catering service and canteen cards	<a href="mailto:info.udine@ardiss.fvg.it">info.udine@ardiss.fvg.it</a>	0432 245717
IT technical assistance	<a href="mailto:assistenza.informatica@ardiss.fvg.it">assistenza.informatica@ardiss.fvg.it</a>	