

## NOTICE FOR ACCESS TO THE CATERING SERVICE

### 1. Access to the food service facilities

#### 1.1. Recipients

They can access the catering services of ARDIS:

- a) students of the **University of Trieste** and the **University of Udine** enrolled in:
  1. three-year degree courses, master's degree courses, single-cycle degree courses;
  2. specialisation courses;
  3. doctoral courses;
  4. active training courses
  
- b) the students of the **Conservatorio di Musica "G. Tartini" in Trieste** and the **Conservatorio di Musica "J. Tomadini" in Udine** enrolled in:
  1. Level I upper three-year courses;
  2. Level II specialised two-year courses.
  
- c) students enrolled in the **Istituti Tecnici Superiori (I.T.S.)** activated in the FVG Region
- d) **Scholarship holders** from the University of Trieste, the University of Udine and public research organisations
- e) students enrolled in a PhD, Master's or postgraduate course at the **Scuola Internazionale Superiore di Studi Avanzati (SISSA)** in Trieste
- f) *incoming* Erasmus students and students participating in international exchange projects
- g) students from abroad participating in intensive Italian language courses run by universities

#### 1.2 Access modes

To access the catering service, students of the University of Udine must be in possession of a student card issued by the University Secretariats.

University of Trieste students can access the catering service by means of a physical or virtual student card issued by the University of Trieste.

For students enrolled at the Conservatories, Sissa, the Academy of Fine Arts and the I.T.S., the card for access to the concessionary catering service is issued by ARDIS according to the procedures published on the ARDIS website in the "Catering" section.

For some catering outlets, it is possible to use the 'bookAmeal' App with which meals can be booked and paid for. The App replaces the physical or virtual card only at these catering outlets.

The list of catering outlets where it will be possible to use the 'bookAmeal' App will be available on the ARDIS website in the 'Catering' section.

Starting in September 2022 and by the beginning of 2023, the use of the bookAmeal app will gradually be made compulsory also for access to food outlets where reservations are not required; the bookAmeal app offers a virtual card that will replace all physical and virtual cards issued by the Universities of Udine and Trieste and by ARDIS.

## 1.3 Tariffs

1.3.1 ARDIS automatically charges all students a standard rate of € 5.10. The student is

entitled to one meal at lunch and one meal at dinner.

Students enrolled at Universities, Conservatories, I.T.S., the G.B. Tiepolo Academy of Fine Arts, and SISSA may submit an online application by June 30 2023 to request a further reduction in the above-mentioned rate by selecting "reduced-rate canteen service". In the online application, these students must enter the data relating to the ISEE certificate for subsidised benefits for the right to university study, referring to the student's current status.

1.3.2 For applications completed between July and December 2022, it will be necessary to enter the protocol number relating to ISEE for subsidised benefits for the right to university study valid in 2022; from January 01, 2023. Those who have not applied for the reduction in the rate for the catering service can do so by accessing the online services by entering the protocol number relating to ISEE for subsidised benefits for the right to university study valid in 2023.

1.3.3 Please note that students enrolled at the Conservatories, I.T.S., Accademia di Belle Arti G.B. Tiepolo and SISSA must still access the ARDIS online services and fill in the personal data section to obtain authorisation to use the catering services.

Students enrolled on doctoral courses (resident or non-resident in Italy) may opt for a different constitution of the family unit for access to benefits according to Article 8, paragraph 4 of Prime Ministerial Decree no. 159/2013 and subsequent amendments and additions.

For students enrolled in Universities, Conservatories, I.T.S., Accademia di Belle Arti G.B. Tiepolo and SISSA, ARDIS can make use of the direct acquisition of ISEE data from the databases of these institutions where present, without providing any guarantees on the timing of the band update.

Consequently, the prices indicated below will apply:

Band	Indicator	Price
1	ISEE not exceeding € 24,335.11 and ISPE not exceeding € 52,902.43	€ 2,30
2	ISEE between € 24,335.12 and € 30,000.00 and ISPE between € 52,902.44 and € 60,000.00	€ 3,90
3	ISEE higher than € 30,000.00 and ISPE exceeding € 60,000.00	€ 5,10

Note: the breakfast service is also available at the Trieste Central University Canteen. The relevant rates will be published later on [www.ardis.fvg.it](http://www.ardis.fvg.it).

The prices indicated in the table refer to the full meal. The **reduced meal** is activated for all income brackets and is only available at certain canteen points. The relevant prices will be published later on the ARDIS website and at the canteens where the reduced meal is available.

The subsidised rate requested for the 2022/2023 academic year will be activated **as of January 1, 2023** and will be valid **until December 31, 2023**. An exception is made for **students enrolled in the first year**, for whom the subsidised rate will be activated within 35 days from the date of the request.

1.3.4 **Scholarship-eligible** students enrolled in the first year access the canteen service at the rate of **€ 2,30**.

1.3.5 For all off-site, commuting, and on-site students enrolled in **years subsequent to the first year**, with the exception of students enrolled in I.T.S., the grant consists of a cash amount and the allocation of free monthly meals for the entire calendar year following the year in which the application is submitted at canteens or at services affiliated with the Institutions, quantified in a total amount of **€ 400.00** corresponding to one meal per day on an annual basis, guaranteed from Monday to Friday (excluding the month of August and the days when the canteens are closed).

The free canteen service starts on January 1, 2023 and runs until December 31, 2023.

Graduating students (further semester) and students enrolled in the first year fuori Corso (student who has not completed exams within a set period), who receive a grant of half the amount, will be charged **€ 200.00 for the** use of the canteen service, corresponding to one meal per day, guaranteed from Monday to Friday. For these students, the canteen service is free of charge until June 30, 2023, and in any case, no later than the date of graduation.

Any meals not taken will not be reimbursed.

**Students** who already have a university degree and are enrolling in a **degree programme at the same or lower level will be able to** access the canteen service at the **third tier rate of € 5.10**. At the same rate of € 5.10, students already in possession of a bachelor's degree may use the university canteen service for the first three years of a single-cycle degree course.

**Students** with disabilities within the meaning of Article 3(1) of Law no. 104 of February 5, 1992, or with a disability equal to or greater than 66%, who are exempt from paying the regional tax for the right to university study, always have access to the catering service at the **cafeteria fee of € 2.30**.

For **students participating in international incoming mobility programmes** or for students from abroad participating in intensive Italian language courses, a fee of **€ 5.30 is charged**.

The following users access the canteen service at the rate that guarantees coverage of the cost of the meal, which, as of the date of approval of this notice, varies from € 7.20 to € 9.88 depending on the refreshment facilities:

- students with incomplete matriculation files;
- students attending single courses;
- students from the University of Trieste and the University of Udine enrolled in Level I and Level II Masters courses;
- students enrolled in the 24 Cfu training pathway under DM 616/2017 implementing Legislative Decree No. 59 of April 13, 2017 (teaching qualification);
- teaching and non-teaching staff of the University of Trieste and Udine;
- ARDIS staff and personnel of the regional administration and other regional bodies;
- participants in conferences, seminars and study activities, master's degrees who do not pay the regional tax for the right to university study;
- additional recipients of assistance for the right to university study under Article 4.2 of the R.L. 21/2014;
- any other users authorised by ARDIS.