

**Academic Year 2022/2023**

# **Single call for the allocation of regional benefits:**

- **Scholarship**
- **Accommodation places**
- **Accommodation contributions - location of Portogruaro, Bolzano, Conegliano and Verona**
- **Contributions for international mobility**

The project is funded, under the PNRR, by the European Union, Next Generation EU initiative, investment 1.7 "Scholarships for access to university" of Mission 4 Component 1

# TIMETABLE

To apply for the benefits, it is necessary to fill in the online application in the online services area of the website [www.ardis.fvg.it](http://www.ardis.fvg.it) and send it **before 1:00 pm** (summer time Italian/GMT+2/UTC+2/CEST) of the expiry date indicated in the table, according to art. 6.

The deadlines for submitting the online application are mandatory. Therefore, late submission will result in the exclusion of the application from the procedure.

The ARDiS electronic online services system certifies the exact date and time of submission of the online application.

<b>Benefit</b>		<b>Completion Online application</b>	<b>Publication of temporary rankings (Indicative date)</b>
	Following years	August 1, 2022	August 10, 2022
<b>Accommodation places</b>	Freshmen	August 30, 2022	September 14, 2022
	Students with the only enrolment requirement only for the location of Gemona del Friuli	September 13, 2022	September 26, 2022
<b>Scholarship</b>		September 28, 2022	October 31, 2022
<b>Accommodation contributions (locations of Portogruaro, Bolzano, Conegliano and Verona)</b>		September 28, 2022	February 3, 2023
<b>Contributions for international mobility</b>		April 6, 2023	May 11, 2023
<b>Communication of lease contract data</b>		October 18, 2022	-
<b>Request for reduction of tuition fees – location of Udine</b>		October 5, 2022	-

## **Benefits as per competition (art. 1)**

ARDiS offers the following benefits up for competition:

- Scholarships;
- Accommodation places;
- Accommodation contributions – location of Portogruaro, Bolzano, Conegliano and Verona;
- Contributions for international mobility.

## **Recipients of benefits (art. 2)**

Recipients of the benefits:

- Students of the universities of Trieste and Udine enrolled in the academic year 2022/2023 in the courses:
  - three-year degree;
  - master's degree;
  - single-cycle master's degree;
  - specialisation, with the exception of those in the medical field, activated according to current legislation on the subject;
  - PhD students who do not benefit from the scholarship referred to in Ministerial Decree no. 224 of April 30, 1999;
- students of the Conservatories of Music "G. Tartini" of Trieste and "J. Tomadini" of Udine enrolled for the academic year. 2022/2023 in:
  - courses of the upper three-year period of I level,
  - courses of the upper two-year period of II level;
- Students enrolled for the academic year 2022/2023 to the first level academic diploma in "Graphic Design for business", "Painting", and "Interior architecture and design" of the Academy of Fine Arts "G.B. Tiepolo" of Udine;
- graduating students enrolled in the last year of the regular course in the academic year. 2021/2022 that obtain the qualification within the sessions of the same academic year, on a date after September 28, 2022.

Students enrolled in single courses, courses aimed at accessing teaching competitions, specialisation courses, specialisation courses for educational support activities for students with disabilities and masters cannot access the benefits offered for competition.

## **Duration of eligibility for benefits (Art. 3)**

The benefits of the competition are granted for the first achievement of the qualification for each degree level.

University seniority is calculated starting from the year of the first enrolment in the university system regardless of any course change, with the exception of students with a percentage of disability of not less than 66%, for whom it is possible to renounce their studies for a maximum of three times.

University seniority is reset only once in the case of:

- irrevocable renunciation of studies occurred in the first year, without recognition of exams.
- enrolment in courses with scheduled access following a course change, renunciation or transfer from another university at the end of the first year of the course.

For the purpose of calculating university seniority, the years of enrolment in the masters for which the recognition of credits has been requested are recorded.

Students can access benefits until the first year fuori corso (behind schedule) (further semester). The amount of the scholarship for the further semester is halved.

Students enrolled in specialisation courses, with the exception of those in the medical area activated according to current legislation on the subject and PhD courses, who do not benefit from the scholarship referred to in Ministerial Decree no. 224 of April 30, 1999, can access the benefits for a period of time equal to the duration provided for by the respective educational systems, starting from the academic year of the first enrolment. There are no benefits for academic years exceeding the legal duration of the course.

In the case of students in possession of the three-year degree in “Interlinguistic communication applied to the legal professions” and in “Law for companies and institutions” who enrol in the single-cycle master’s degree course in Law with career abbreviation, one year is reduced from university seniority.

The years of enrolment in single courses for which the recognition of the credits obtained during these courses have not been requested or have not been declared for the purpose of achieving the merit requirement are excluded from the calculation of university seniority, as well as the years of university interruption as specified in Article 9, paragraphs 4 and 5, of Legislative Decree 68/2012.

## **Requirements for admission to benefits (Art. 4)**

### **1. Enrolment requirements**

Enrolment in Universities, Conservatories, and Academia must take place within the deadlines set by the individual institutions.

Students can apply if they are not already registered (art. 6.1).

For students who apply for benefits for the additional semester (undergraduates), the enrolment requirement is met if they have been regularly enrolled in the last year of the course during the academic year 2021/2022 and obtain the qualification within the extraordinary session of the same

academic year or if they enrol in the academic year 2022/2023 to the first year fuori corso (behind schedule) within the deadlines set by each institution.

Undergraduates cannot obtain the scholarship if:

- they obtain the title before September 28, 2022;
- They obtain the degree qualification in a session of the academic year 2021/2022 and continue the studies for the academic year 2022/2023 at a University, a Conservatory or an Institution outside the Friuli-Venezia Giulia region (with the exception of masters).

## 2. Merit requirement

The merit is calculated based on the university credits (CFU) regularly registered or equivalent.

**Credits are not taken into account:**

- **That were obtained before enrolling in the degree course.**  
In cases of recognition of credits (transfer from another University, transfer of degree course or shortening of career), the years of university enrolment cumulate in terms of seniority;
- **That arise from career acts incurred to cover educational debts** from previous careers;
- **that arise from career acts relating to individual courses** for which the recognition of the credits obtained during these courses has not been requested or, even if recognised, has not been declared for the purpose of achieving the merit requirement;
- **that arise from career acts related to supernumerary teaching activities;**
- **that arise from integrated exam modules**, which are not regularly recorded in their career on the Esse3 system until the completion of the integrated exam.

### ➤ Students enrolled in the first year

Students benefiting as freshmen from a scholarship or other cash benefits **must achieve the merit requirement of 20 CFU (or 10 CFU if enrolled in degree courses with only annual exams)**. The exams must be **regularly registered** on the Esse3 system or the databases of the Conservatories and the Academy, **with the date of passing the related exams no later than August 10, 2023, to obtain the full amount of the scholarship.**

If the credits are obtained **after August 10, 2023, but before November 30, 2023, the amount of the scholarship will be halved.**

For the purpose of obtaining the credits necessary for the payment of the scholarship, any credits resulting from renunciation, passage or transfer are not considered valid, and the bonus referred to in paragraph 4.2.3 cannot be used.

Failure to obtain the credits provided by November 30, 2023, entails the revocation of the scholarship and other cash benefits (art. 24).

### ➤ **Students enrolled in years after the first**

In order to compete for the assignment of benefits, students enrolled in subsequent years must already possess the **merit requirement by August 10, 2022:**

academic year of first registration	21/22	20/21	19/20	18/19	17/18	Further semester
Year of enrolment in the academic year 2022/23	2°	3°	4°	5°	6°	
	Total number of credits to be obtained from the year of the first enrolment					
<b>Three-year degree; Upper three-year period of I level (Conservatory)</b>	25 CFU	80 CFU	-	-	-	135 CFU
<b>Master's degree* Two-year specialisation of II level (Conservatory) *</b>	30* CFU	-	-	-	-	80* CFU
<b>single-cycle master's degree</b>	25 CFU	80 CFU	135 CFU	190 CFU	245 CFU	+55** CFU

\* The credits indicated for the master's degree and the two-year specialisation of II level are intended to be obtained by students in the master's or specialist path only

\*\* To be added to the last year of the course.

Warning: in case of renunciations/transfers/passages to other courses with recognition of credits, university seniority affects the merit requirement.

Instead of CFU, read CFA for the Conservatories and the Academy courses.

**The credits indicated in the table must be regularly registered** on the Esse3 system or the databases of the Conservatories and the Academy, with the date of passing the related exams no later than August 10, 2022.

Students are required to declare the number of credits that are regularly registered in their career, in the online application, under their own responsibility (on the Esse3 system of the Universities or in the Database of the Conservatories), excluding credits that are not valid for the purpose of obtaining the merit requirement.

To achieve the required merit, students of the following years can use CFU BONUS, accrued based on the year of the course already attended.

### ➤ **Bonus CFU**

- **up to 5 credits**, if used for the first time, for the benefits of the second academic year;
- **up to 12 credits**, if used for the first time, for the benefits of the third academic year;

- **up to 15 credits**, if used for the first time, for the benefits of the following academic years.

Activation of the bonus can be requested in the online application. The bonus can only be activated once and cannot be combined. The bonus fee not used in the academic year of activation can be used in subsequent ones.

Activation of the bonus can be requested in the online application. ARDIS will verify the actual bonus credits available and apply them ex officio, if necessary, to achieve the merit requirement.

Students can verify the use of the bonus by accessing their electronic files to check their position in the rankings of the various benefits required.

The student must declare the possible use of bonus credits at other universities in previous careers.

Any bonus credits requested in the academic years before the academic year.

The bonus credits cannot be used to achieve the first-year merit requirement (Bachelor's and Master's Degree).

### ➤ **Students enrolled in PhD and specialisation courses**

Students enrolled in specialisation courses, with the exception of those in the medical area activated according to current legislation on the subject and PhD courses, who do not benefit from the scholarship referred to in Ministerial Decree no. 224 of April 30, 1999, must meet the requirements for regular enrolment in the current academic year.

## **3. Income and asset requirement**

This requirement is identified based on the Indicator of the Equivalent Economic Situation (ISEE) for subsidised benefits for the right to university study, relating to the income of 2020 and the financial situation of 2020.

Specifically:

- the Indicator of the Equivalent Economic Situation (ISEE) for subsidised benefits for the right to university study must not exceed the limit of **€ 24,335.11**;
- the Indicator of the Equivalent Financial Position (ISPE = ISP/equivalence scale) must not exceed the limit of **€ 52,902.43**;

These conditions **must be met at the same time**.

Students must prove that they are in possession of the income and assets requirement. If they are:

- a) EU and non-EU citizens resident in Italy, whose family unit residing in Italy has produced income and owns assets in Italy and/or abroad can ask any CAF to present the documents necessary to obtain the ISEE certificate for the subsidised benefits for the right to university study relating to the income of 2020 and the financial situation of 2020 and fill in the relative DSU (Single Substitute Declaration);
- b) EU and non-EU citizens residing in Italy, with a family unit residing abroad and/or with income and assets produced or owned abroad, are still required to declare any income and assets owned in Italy by their family unit in the manner provided for in this announcement. To obtain

this, they can ask any CAF to present the documents necessary to obtain the ISEE certificate for the subsidised benefits for the right to university study relating to the income of 2020 and the financial situation of 2020, certifying income and assets in Italy and subsequently contact exclusively affiliated CAFs for the issue of the equal university ISEE (Datasheet for University Equal Indicator). The release of the documentation is free of charge. The timetables and addresses of the affiliated CAF are published on the website [www.ardis.fvg.it](http://www.ardis.fvg.it);

- c) EU and non-EU citizens not resident in Italy, whose family resides abroad, must contact the affiliated CAF exclusively for the issue of the university ISEE recognised as equal (Data sheet for University Equal Indicator). The release of the documentation is free of charge. The addresses of the affiliated CAF are published on the website [www.ardis.fvg.it](http://www.ardis.fvg.it);
- d) Those who are recognised as political refugees in Italy must attach the certification issued by the Ministry of the Interior; stateless students must attach a certified copy of the documentation issued by the Civil Court. For these categories of students, only the income received in Italy and any assets held in Italy are taken into account;
- e) Those coming from developing countries referred to in Ministerial Decree April 8, 2022 n. 344 "Definition of the list of particularly poor countries for the academic year 2022/2023" and listed in Annex 2 must present the assessment of the economic condition carried out based on a certification of the Italian Representation in the country of origin that certifies that the student does not belong to a family with notoriously high income and of high social level. For students who enrol in the first year, this certification can be issued by Italian bodies authorised to provide a guarantee of economic coverage referred to in the current provisions on the enrolment of foreign students in Italian universities. In this case, the guaranteeing institution undertakes to return the scholarship on behalf of the student in case of revocation.

The timetables and addresses of the affiliated CAF are published on the website [www.ardis.fvg.it](http://www.ardis.fvg.it). The release of the documentation is free of charge.

Within the deadline for completing the online application for each benefit, students must therefore possess the protocol number of the ISEE certificate or at least the number of the single substitute declaration (DSU).

The student must enter **the INPS protocol number of the ISEE certificate for the subsidised benefits for the right to university study** referred to in the **online application**; based on this number, ARDIS automatically extracts the data relating to the ISEE certificate from the INPS database.

The students referred to in the previous letters b), c), and e) must declare in the online application that they have obtained the university ISEE recognised as equal within the deadlines for completing the online application for each benefit. The affiliated CAF will transmit the relative computer tracks to ARDIS. Interested students do not have to enter any protocol number in the online application.

For the purposes of requesting the benefits referred to in this announcement, **only the ISEE certificate is valid for the subsidised benefits for the right to university study referred to the requesting student. The certificate with ordinary ISEE is not valid, even if it refers to the requesting student.**



Students enrolled in PhD courses (resident or non-resident in Italy) can opt for the 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.

If a student is in possession of a **current ISEE**, instead of an ISEE for subsidised benefits for the right to university study, they must report it exclusively to the address: [info.trieste@ardis.fvg.it](mailto:info.trieste@ardis.fvg.it) and [info.udine@ardis.fvg.it](mailto:info.udine@ardis.fvg.it) within the deadlines set for the submission of the online application for each benefit.

The current ISEE is valid for six months, so the certificate must still be valid on the date of submission of the application for each benefit.

### ➤ **Students independent of the family of origin:**

Students are considered independent of their family of origin if they meet both of the following requirements:

- **residence**, resulting from the registry evidence, outside the housing unit of the family of origin, established for at least two years with respect to the date of submission of the application for enrolment for the first time in each course of study, in accommodation not owned by a member of the family unit of origin;
- **presence of an adequate income capacity**, consisting of an employee's income or similar fiscally declared, for at least two years of not less than € 9,000.00 per year with reference to a family unit of a person.

In this case, students can submit an ISEE for the subsidised benefits for the right to university study, constituting a nucleus in itself.

For the purpose of quantifying the amount of the scholarship, these students are treated in the same way as students with **off-campus status**.

## **Students with disability (art. 5)**

The announcement provides for facilitated conditions for students with disabilities, pursuant to Article 3, paragraph 1, of Law February 5, 1992, n.104 or with a disability equal to or greater than 66%.

## **How to submit the application online (art. 6)**

Students in possession of the described requirements must complete the online application (by accessing the online services of the site [www.ardis.fvg.it](http://www.ardis.fvg.it)) and send it by 01.00 pm (Italian summer time / GMT+2 / UTC + 2 / CEST) on the day indicated in the timetable.

The electronic system certifies the exact date and time of submission of the application.

## **CREDENTIALS TO ACCESS THE ONLINE APPLICATION**

To complete the online application on the ARDIS website, students must identify themselves through SPID, a public digital identity system (see [www.spid.gov.it](http://www.spid.gov.it)), through CIE (electronic identity card) or eIDAS exclusively for EU students.

Non-Italian students, in possession only of an identity document issued by the authorities of their country and not resident in Italy, and under-age students (Italians and foreigners) must identify themselves in the following ways:

- **for the ARDIS location of Trieste**, by **registering online on the Esse3 website** for students who enrol at the University of Trieste (the credentials are active within 24 hours of registration. Otherwise, students must contact the ARDIS location of Trieste) or by registering online on the ARDIS website for students who enrol in the Conservatory.
- **for the ARDiS location of Udine**, by **registering online on the ARDiS website** (if not yet enrolled at the University or if enrolled at the Conservatory, Academy) or using the credentials (**matriculation number and password**) **provided by the University of Udine**, if already enrolled at that university.

**The online application is unique:** students who intend to apply for more benefits must fill out the application only once by selecting all the benefits of interest. The online application for multiple benefits must be submitted by the end of the first deadline in relation to the benefits requested.

Once the students enter the personal online area, to fill out the application, they must:

1. enter or modify personal data and upload a copy of a valid identity document;
2. enter or modify information relating to registration, merit and economic situation;
3. select the required benefits;
4. check the summary of the application containing the data entered that will remain editable until the online application is sent;
5. send the application online by confirming the data entered. The application becomes final only after sending the data entered.

All data entered by students are declared in accordance with Presidential Decree 445/2000, so students are responsible for the truthfulness and completeness of the same.

The automatic receipt email, which is automatically generated by the system, confirms the certainty of having sent the online application correctly.

Applications will not be considered valid in the following cases:

- If they are sent beyond the deadlines indicated in the timetable;
- If they arrive in ways other than those provided for in this call.

Corrections of data entered can be requested by email to the address [info.trieste@ardis.fvg.it](mailto:info.trieste@ardis.fvg.it) or [info.udine@ardis.fvg.it](mailto:info.udine@ardis.fvg.it) within the deadline for submitting the online application in relation to the benefits requested.

Pursuant to Law 241/1990 and Regional Law 7/2000, the initiation of the procedure is published on the

institutional website of ARDIS [www.ardis.fvg.it](http://www.ardis.fvg.it), in the section dedicated to the Single Call, and this publication constitutes individual communication of the initiation of the procedure.

### ➤ **Non-EU students - additional documentation**

Non-EU students must also:

- be in possession of, or have requested the issue or renewal of the residence permit;
- attach the certification issued by the Ministry of the Interior to the online application, within the deadlines, if students are recognised as political refugees in Italy;
- attach the certified copy of the documentation issued by the Civil Court to the online application within the deadlines if **stateless students**
- Attach the Italian Representation certification in the country of origin to the online application within the deadlines, attesting that they do not belong to a family of notoriously high income and high social level if students are citizens of developing countries (listed in Annex 2).

### ➤ **Students not yet enrolled**

Students not yet enrolled must apply online, subject to enrolment, within the deadlines set out in the call.

Enrolment must, in any case, take place within the deadlines set by the individual institutions (universities, conservatories).

## **Rankings (art. 8)**

Students can check the outcome of the rankings by accessing the online services of the ARDIS website with the “**Sportello studente**” function.

## **Forfeiture and exclusion from benefits (art. 11)**

Forfeiture of benefits is provided for students:

- enrolled for the first time in the first year of the three-year degree courses, master’s degree, single-cycle master’s degree, of the Conservatories and of the Academy that by November 30, 2023, have not obtained at least 20 credits (or at least 9 credits if students with disabilities referred to in Article 5);
- enrolled for the first time in the first year of courses with exclusively annual exams that by November 30, 2023, have not achieved at least 10 credits;
- they are found to have university seniority exceeding the period of eligibility for benefits;
- are in possession of a qualification of equal or higher level, even if obtained abroad;
- move to another university or renounce their studies for the academic year. 2022/2023 before July 1, 2023;
- declare or have declared the false in previous years;

- have not enrolled in the academic year of reference within the deadlines set by the Universities, the Conservatories and the Academy;
- enrolled in specialisation courses, with the exception of those in the medical area activated based on the legislation in force on the subject, for a period longer than the duration provided for by the respective didactic orders starting from the year of the first enrolment;
- enrolled in PhD courses, which do not benefit from the scholarship referred to in Ministerial Decree no. 224 of April 30, 1999, for a period longer than the duration provided for by the respective teaching systems starting from the year of the first enrolment;

Students who have not filled in the online application for the request of benefits with the proper modalities and procedures are also excluded from the benefits within the deadlines provided.

In addition, for the sole benefit of the scholarship, students who are beneficiaries of other scholarships of an amount exceeding € 1,500.00 are excluded (see article 23 of this call).

In order not to incur the forfeiture, students in one or more of the cases indicated above must immediately notify ARDIS, with renunciation of the benefit assigned and/or return the cash benefits unduly received or reimburse the cost of the services used. ARDIS, in any case, will proceed to exclude from the benefits the applicants who find themselves in one or more of the cases indicated above based on the information of which it will become aware.

## **Information on the processing of personal data pursuant to EU Regulation 2016/679 (art. 12)**

The Data Controller of personal data is the Regional Agency for the Right to Study - ARDIS, in the person of the Director General (tel. +39 040 3595326/ 328 email: [direzione@ardis.fvg.it](mailto:direzione@ardis.fvg.it) PEC: [ardis@certregione.fvg.it](mailto:ardis@certregione.fvg.it)).

The Data Protection Officer (DPO) can be reached at the following address: salita Monte Valerio 3, 34127 Trieste email: [direzione@ardis.fvg.it](mailto:direzione@ardis.fvg.it) - PEC: [ardis@certregione.fvg.it](mailto:ardis@certregione.fvg.it)

The Person in charge of the processing of personal data is Insiel S.p.A. – Via San Francesco d’Assisi 43 - Trieste – tel. +39 040 3737111 – e-mail: [privacy@insiel.it](mailto:privacy@insiel.it)

The sub responsible for the processing of personal data (appointed by Insiel S.p.A.) is In4matic, Via Breventano 12 Pavia (PV)- 27100.

The data communicated (for example, name, surname, place and date of birth, tax code, complete private address, telephone and contact email, identity document details, bank and payment details) are used for the activity of ARDIS in application of the regional law November 14, 2014, n. 21 “Rules on the right to university study” and will be processed for the purpose of access to the benefits referred to in this Call.

The processing of personal data takes place using manual, computerised and telematic tools with logic strictly related to the purpose highlighted above and, in any case, to guarantee the security and confidentiality of the data.

The Data Controller keeps the personal data communicated for a period not exceeding 10 years, without prejudice to further legal obligations.

Personal data are made accessible to employees and collaborators of the Data Controller, the Manager and the Sub-responsible according to the principles of correctness, lawfulness, transparency, relevance and not

excess with respect to the purposes of collection and subsequent processing. The persons who process user data are bound to professional secrecy in addition to compliance with industry rules on privacy.

On request, the Data Controller communicates personal data to Supervisory Bodies and Public Authorities, as well as to the subjects to whom the communication is due for the fulfilment of the institutional purposes of ARDIS.

Without the need for consent, ARDIS has the right to receive personal data from third parties who collaborate for the institutional purposes of ARDIS itself.

Personal data may only be published to meet the requirements of transparent administration governed by law.

The provision of personal data is mandatory to obtain the granting and disbursement of the benefits referred to in this Call.

There is no transfer of data abroad.

The interested party has the rights referred to in EU Regulation 2016/679, which include the right to access data concerning them, the correction, cancellation or limitation of their processing, or to oppose their processing, in addition to the right to data portability. The interested party also has the right to lodge a complaint with the Guarantor for the protection of personal data.

At any time, the interested party can exercise their rights by writing to the Data Controller:

- a) By email at the address [direzione@ardis.fvg.it](mailto:direzione@ardis.fvg.it)
- b) By pec to the address [ardis@certregione.fvg.it](mailto:ardis@certregione.fvg.it)

## SCHOLARSHIP - DEADLINE: SEPTEMBER 28, 2022

### **Student status: on-campus, commuter and off-campus (art. 15)**

The municipality of the student's residence and the distance from the location of their course of study contribute to determining the status of the beneficiary students to quantify the amount of the scholarships, according to the following methods.

#### ➤ **EU students**

For Community students, the status of on-site, commuter or off-site students for the purposes of this competition is defined in Annex 1. **To be beneficiaries of the scholarship as off-campus, students must, in any case, comply with the provisions of article 15.3 below.**

#### ➤ **Non-EU students**

Non-EU students are considered **off-campus regardless of their residence in Italy**. Exceptions are students whose family resides in Italy or foreign students who constitute an autonomous family unit and are different from the one of origin in Italy. In these cases, the residence in Italy is taken into account. **Non-EU students must comply with the provisions of article 15.3 below to be recognised as off-campus students.**

#### ➤ **Off-campus status (15.3)**

"Off-campus" students those residing in the municipalities considered off-campus in Annex 1 and who take up accommodation near the university (i.e. in the municipalities considered to be the teaching site of the course) using, for consideration, the residential facilities of ARDIS or other accommodation of private individuals or institutions for a period of not less than 10 months (counted in the period between September 1, 2022, and August 31, 2023, and for student houses in the maximum period of assignment).

The limit of 10 months is reduced to 6 months for graduating students of the last year of the course with a regular qualification who intend to take the general degree exam by the last call scheduled for the academic year 2021/2022 if staying at the ARDIS Student Houses.

Students who have not been able to fill in the part of the online application concerning the lease because they did not have all the required data must declare in the dedicated section "data of the lease contract" **by 01.00 pm on October 18, 2022**, the use of the rented accommodation for at least

10 months, indicating the address, the monthly rent, the duration of the contract, the deadline and the registration details with the Revenue Agency.

The “data section of the lease contract” can be filled in approximately from October 1, 2022, and until 01.00 pm on October 18, 2022.

Students assigned accommodation at the facilities made available by ARDIS for the academic year do not have to submit the declaration relating to the rented accommodation 2022/2023 if they have regularly taken possession of the accommodation.

**If by 01.00 pm on October 18, 2022, all the data concerning the lease are not entered online, the applicants, even if residing in municipalities considered off-campus, compete for the scholarship as “commuters”.**

**To be considered off-campus, students must be in possession of a lease contract duly signed and registered by October 18, 2022, concerning a property located in Italy near the university of the course of study.** The lease must be made out or jointly owned by the student or a member of their family, or, for students domiciled at public or private boarding schools and colleges, a fiscally valid certification relating to the payment of the rent. It must be communicated within the term and in the manner indicated above.

The lease must not refer to a property owned by a member of the student’s family unit applying for the scholarship.

The monthly fee due by students, net of utility costs, cannot be less than € 120.00.

## **Amount (art. 16)**

The amount of the scholarships has been updated with the Ministerial Decree 1320/2021, and below are the maximum amounts of the scholarships:

- € 6,157.74 for off-site students and independent students;
- € 3,598.51 for commuter students;
- € 2.481,75 for on-site students.

The following cases are also foreseen:

1. For the most economically disadvantaged students, defined as students with an ISEE indicator less than or equal to half (€ 12,167.55) of the maximum reference limit (€ 24,335.11), the amount of the scholarship due is increased by 15%.
2. For students enrolled in S.T.E.M. courses of study, the amount of the scholarship is increased by 20%. This amount cannot be combined with the 15% increase provided for students with ISEE levels below 50% of the maximum reference limit.
3. The Ministerial Decree 1320/2021 provides that the student enrolled simultaneously in several courses of study is allowed to obtain and maintain the scholarship, increased by 20%,

if they are in possession and maintain the merit requirements provided for by this call for both courses of study and the entire duration of the same. The 20% increase is not due in the event that the student loses the requirements for the scholarship with reference to the course of study to which the student has related the aforementioned increase.

Graduating students (further semester) and students enrolled in the first year fuori corso (behind schedule) are paid half the amount of the scholarship.

If the ISEE for subsidised benefits for the right to university study referred to the student is more than 2/3 (equal to € 16,223.41) and up to the maximum amount of the ISEE threshold for subsidised benefits for the right to university study, the amount of the scholarship is gradually reduced up to half of the maximum amount of the scholarship

Below are the indicative tables for determining the amount of the scholarship:

<b>Livello ISEE</b>	<b>Studente fuori sede</b>	<b>Studente pendolare</b>	<b>Studente in sede</b>
Inferiore al 50% del limite massimo di riferimento ( $\leq$ € 12.167,55)	€ 7.081,40 (115%)	€ 4.138,29 (115%)	€ 2.854,01 (115%)
Compreso fra il 50% e i 2/3 del limite massimo di riferimento ( $\text{€ } 12.167,55 < x \leq \text{€ } 16.223,41$ )	€ 6.157,74 (100%)	€ 3.598,51 (100%)	€ 2.481,75 (100%)
Superiore ai 2/3 del limite massimo di riferimento ( $>$ € 16.223,41)	Gradualmente ridotta sino alla metà (minimo € 3.078,87)	Gradualmente ridotta sino alla metà (minimo € 1.799,26)	Gradualmente ridotta sino alla metà (minimo € 1.240,88)

The amount of the scholarship includes the use of canteen and accommodation services in the forms indicated below.

For all students enrolled in years following the first, the scholarship consists of the payment of an amount of money and the allocation of free monthly meals for the entire calendar year following that of submission of the application at the canteens or at the services affiliated with the Institutions, quantified in a total amount of € 400.00 corresponding to a daily meal on an annual basis, guaranteed from Monday to Friday.

The free canteen service starts from January 1, 2023, until December 31, 2023.

The amount of €200.00 is withheld from the payment made to graduating students (further semester) and those enrolled in the first year fuori corso (behind schedule) to whom a scholarship of half the amount is paid, for the use of the catering service, corresponding to a daily meal, guaranteed from Monday to Friday. For these students, the free canteen service is available until June 30, 2023, and in any case, no later than the date of achievement of the title.

Any meals not consumed will not be refunded.

For all scholarship recipients who are also assignees of the accommodation place, the scholarship amount is reduced flat-rate for an amount equal to € 1,500.00 for the housing service used for a maximum of eleven months until July 31, 2023.



For students assigned to the accommodation place who graduate by December 2022, the flat-rate amount of € 500.00 for the housing service is deducted.

For students assigned to the accommodation place who graduate from January 2023 and before April 2023, the **flat-rate amount of € 1,000.00** for the housing service is deducted.

**The scholarship is exempt from income tax as provided in Article 4 of Law no. 476 of August 13, 1984, “Regulations on scholarships and PhD in Universities”.**

## **Allocation reserves (art. 19)**

The number of scholarships that will be paid is determined based on the proceeds deriving from the regional tax for the right to university study referred to in art. 37 of Regional Law November 14, 2014, n. 21, to the proceeds deriving from the Supplementary Intervention Fund referred to in art. 18, Chapter IV of Legislative Decree no. 68 of March 29, 2012, to the Regional Supplementary Intervention Fund and the availability of own funds from the ARDIS budget.

Starting from the academic year 2022/2023, scholarships and mobility contributions are funded, under the PNRR, by the European Union – Next Generation EU.

The resources available for the scholarships will be allocated according to the following allocation reserves:

- 2% to students with a disability rate equal to or greater than 66%;
- 6% of scholarships available to non-EU students;

After the above reservations, the assignment to all EU and non-EU students included in the rankings of the years following the first will be completed.

Below we will proceed to the exhaustion of the ranking of EU students enrolled in the first year, and then the ranking of non-EU students enrolled in the first year of the course.

If the financial resources are not sufficient to give complete coverage to the rankings, the resources will be allocated proportionally to the number of eligible students belonging to each ARDiS operational headquarters.

## **Payments (art.22)**

The scholarship is paid by crediting a national current account (IBAN IT) or a foreign account (ACCOUNT IDENTIFICATION CODE) in the name or joint name of the student or by a prepaid card with an IT IBAN in the name or joint name of the student.

Students must enter the bank details when filling out the online application and can subsequently integrate or modify them through the online services of ARDIS. If the student has a foreign account, they must enter the identification code of the account, the BIC/SWIFT code, the name of the bank and the State.

### ➤ **Students enrolled in years after the first**

The monetary share of the scholarship shall be paid, to the extent due, as follows:

- first instalment equal to 50% of the net amount of the scholarship: December 31, 2022, provided that the enrolment is completed within the deadline set for the submission of applications for review for the scholarship;
- second instalment: June 30, 2023

### ➤ **Graduating students**

To students of the last year of the course with a regular qualification who intend to take the general degree exam by the last call scheduled for the academic year. 2021/2022, the scholarship is paid in a single payment by June 2023, only after verification of the achievement of the title.

For students assigned to the accommodation place who graduate by December 2022, the flat-rate amount for the housing service, quantified in € 500.00, is deducted from the amount of the scholarship.

For students assigned to the accommodation place who graduate from January 2023 and before April 2023, the **flat-rate** amount for the housing service, quantified in **€ 1000.00**, is deducted from the amount of the scholarship.

From the amount of the scholarship, the share referred to the catering service is also deducted as specified in Article 16 of this call. It should be noted that this deduction does not apply to students who graduate by December 2022.

### ➤ **Students enrolled in the first year**

The monetary share of the scholarship shall be paid, to the extent due, as follows:

- first instalment equal to 50% of the net amount of the scholarship: December 31, 2022, provided that the enrolment is completed within the deadline set for the submission of applications for review for the scholarship;
- second instalment: paid upon reaching at least 20 credits, regularly registered on the Esse3 system or in the databases of the Conservatories and the Academy (or at least 10 credits for courses with exclusively annual exams) with a passing date not later than August 10, 2023, and following communication to ARDIS by sending an email to: [info.trieste@ardis.fvg.it](mailto:info.trieste@ardis.fvg.it) or [info.udine@ardis.fvg.it](mailto:info.udine@ardis.fvg.it)

**In case of credits achieved after August 10, 2023, and by November 30, 2023, the student will maintain the first instalment of the scholarship already received but will not receive the second instalment, except for students who have been assigned accommodation, for which the first instalment of the scholarship is also redetermined. This may result in the return of what has already been provided in the form of accommodation service.**

**Failure to obtain the credits provided for by November 30, 2023, entails the revocation of the scholarship and other cash benefits already paid (art. 24).**

## **Revocation (art.24)**

The scholarship is revoked from students who have been granted the benefit in cash or services that incur one of the following cases:

- enrolled for the first time in the first year of the three-year degree courses, master's degree, single-cycle master's degree, of the Conservatories and of the Academy that by November 30, 2023, have not obtained at least 20 credits (or at least 9 credits if they are students with disabilities referred to in Article 5);
- enrolled for the first time in the first year of courses with exclusively annual exams that by November 30, 2023, have not achieved at least 10 credits;
- if the requirements for enrolment, merit, university seniority, income and assets are missing, following official checks or reports received from the University or other Public Administrations;
- who have declared the forgery or have produced false documents containing false data;
- if they have obtained the recognition of the double enrolment referred to in Article 24, point 3, the scholarship and any increase shall be revoked in the event that the student loses the requirements set out in this announcement, with reference to the course of study to which the request for the scholarship is traced;
- they are found to have university seniority exceeding the period of eligibility for benefits;
- are in possession of a qualification of equal or higher level, even if obtained abroad;
- move to another university or renounce their studies for the academic year. 2022/2023 before July 1, 2023.

All benefits shall be withdrawn from such students, and the sums wrongly received or the cost of the improperly used accommodation service shall be recovered, as indicated in the summary table in Article 16.

In the event that the revocation of the scholarship has been determined by the lack of requirements following the checks carried out by ARDiS and/or reports received from the University or other Public Administrations or students have declared the false or presented documents containing false data, the accommodation service is calculated at the rate indicated in Article 37 for the period of assignment.

First-year students, assignees of accommodation, to whom the scholarship is revoked for failure to achieve the merit requirement, must pay the fees provided for in Article 35 for assignee students or the cost of the accommodation service as indicated in the summary table referred to in Article 16 if housed for the entire academic year, for the period of permanence in the Student's House

For the students who move to another university or renounce their studies for the academic year. 2022/2023, on a date before July 1, 2023, the accommodation service is calculated at the rate indicated in Article 35 for the allocation period.

To students who will be in some of the above positions, ARDiS will communicate the start of the procedure for the revocation of the scholarship. Students can send any discrepancies within 10 days of the communication, to ARDiS, at the address: ardis@certregione.fvg.it or by registered letter with return receipt to be addressed to the administration. After this deadline has elapsed unnecessarily, ARDiS will transmit to the interested party the consequent revocation measure requesting the return of the sum received within 30 days of receipt of the communication.

The student can request the repayment in instalments of the amount due according to the procedures established by Article 38 bis of Regional legislation 21/2014.

In the event that the refund does not take place within the deadlines, ARDiS proceeds with the recovery of the credits according to the procedures defined by the current state legislation on the collection of direct taxes, as required by art. 50 of Regional legislation 7/2000.

## ACCOMMODATION PLACES:

- Application deadline for subsequent years: 01.00 pm ON AUGUST 1, 2022
- Deadline for submission of Applications for EU and non-EU registration certificates: 01.00 pm ON AUGUST 1, 2022

### **Accommodation places in competition for the location of Trieste (art. 26.1)**

Considering the health situation, beds are made available in a single room and a double room, respecting the distance of one metre between the two beds.

Therefore, the available accommodation places are redetermined into 494 accommodation places, as follows:

- 448 accommodation places at the Student Houses of Trieste  
(n. 52 at building E1, n. 179 at building E3, n. 121 at building E4 and n. 96 at building in Via Gaspare Gozzi);
- 41 accommodation places at the Student House of Gorizia (Palazzo De Bassa);
- 5 accommodation places at the Student House of Pordenone.

**WARNING It should be noted that failure to arrive on the day of assignment without justification within the same day or failure to submit the postponement admission form within the terms indicated entails the automatic irrevocable renunciation of the benefit.**

In consideration of the redetermination of the number of accommodation places in the Trieste area, due to the redevelopment of some spaces in the E3 house and the construction of kitchens in the E4 house, ARDIS provides a replacement contribution of € 1,200.00 per year in favour of n. 70 students. At the end of the assignment of accommodation places and any retrieval due to renunciation or non-presentation on the day of the assignment, a further ranking is published with the indication of the students to whom an accommodation place has not been offered and who are therefore recipients of the substitute contribution of € 1,200.00.

#### **Accommodation with private individuals with a lease or in boarding schools**

**To obtain the above facilities, the student benefiting from the contribution is required to make the communication provided for in Article 15.3 within the deadlines for the purpose of assigning the qualification of "off-campus" student.**

Students who have been recognised as off-campus and who have stipulated a lease contract pursuant to Law 431/1998 of accommodation or at boarding schools, of at least 10 months, at the university are paid a contribution of € 1,200.00.

## **Accommodation places for the location of Udine (art. 26.2)**

Considering the health situation, beds are made available in a single room and a double room, respecting the distance of one metre between the two beds.

Therefore, the available accommodation places are redetermined into 509 accommodation places, as follows:

- 260 accommodation places at the Student House of Udine, Viale Ungheria;

Since the residence is unavailable due to building renovation contribution forms are used in favour of students who take accommodation in boarding schools or in private individuals with a rental contract pursuant to Law 431/1998 for consideration (see art. 26.2.1).

- 93 accommodation places at the Nuova Casa dello Studente in Udine, Polo scientifico dei Rizzi
- 40 accommodation places at the Student House of Gorizia (Palazzo De Bassa);
- 54 accommodation places at the Student House of Pordenone;
- 62 accommodation places at the Student House of Gemona del Friuli.

Since the Student House is not available due to building renovation works, for the accommodation places mentioned above, we provide through contribution forms in favour of students who take accommodation in boarding schools or private individuals with a rental contract for consideration pursuant to Law 431/1998, of at least 10 months at the university, for an annual contribution of € 1,200.00.

The student eligible for the accommodation place is already marked in the final ranking with the words “beneficiary contribution” and can choose between the accommodation place in a boarding school or the stipulation of a lease with private individuals.

Therefore, it should be noted that the accommodation contribution is a substitute for the unavailability of accommodation places at the Student House in Viale Ungheria. Only the student marked in the final ranking with the words “beneficiary contribution” against the application for accommodation can benefit from it.

## **Specific requirement (Art. 27)**

In addition to being in possession of the requirements of enrolment, merit, income and assets established in the general rules, students who wish to apply for accommodation at the ARDiS Student Houses must reside in one of the municipalities considered off-campus in relation to the location of their course of study, as established in Article 15 of this announcement and Annex 1.

Students with disabilities can still apply for accommodation, as long as they do not reside in the municipality of the course of study.

## **Rankings (art. 30)**

The provisional ranking of accommodation places for students enrolled in **SUBSEQUENT YEARS** will be published on the website [www.ardis.fvg.it](http://www.ardis.fvg.it) **approximately by August 10, 2022.**

The following rankings will be prepared for each university location, in descending order of score:

- for students enrolled in years following the first of all the competent teaching areas/centres, including students enrolled in the Conservatory and the Academy of Fine Arts (for the Udine campus);
- for students enrolled in specialisation courses with the exception of those in the medical area referred to in Legislative Decree no. 368/1999;
- For PhD students who do not benefit from the scholarship referred to in Ministerial Decree no. 224 of April 30, 1999;
- For students with disabilities.

**If those who apply as students enrolled in subsequent years for the further semester obtain the qualification within the extraordinary academic year session 2021/2022 and subsequently enrol in the first year of the master's degree for the academic year 2022/2023, within the terms set by the University and the Conservatory, will, in any case, obtain the accommodation place only until the achievement of the three-year degree.**

With regard to any requests for review, please refer to Article 9 of this notice.

The provisional ranking of accommodation places for students enrolled in **THE FIRST YEAR OF ALL THE COURSES** will be published on the website [www.ardis.fvg.it](http://www.ardis.fvg.it) **approximately by September 14, 2022**

The following rankings will be prepared for each university location, in descending order of score:

- for EU students enrolled for the first time in the first year of the course;
- for non-EU students enrolled for the first time in the first year of the course;
- for students with disabilities enrolled for the first time in the first year of the course.

With regard to any requests for review, please refer to Article 9 of this notice.

## **Admissions (art. 31)**

**The admissions calendar includes a series of days in which ARDiS will summon students to the Residence of accommodation assignment. This calendar will be punctually published on the student's electronic file.**

Students benefiting from the accommodation place in the final ranking must present themselves at the Student Houses of assignment on the days indicated for admission to the accommodation equipped with:

- a legible photocopy of a valid **identification document** (accompanied by the original document);

- the non-EU student must bring a **passport**;
- **a passport photo,**

**At the time of admission, the student signs the act of acceptance of the accommodation place provided by ARDIS.**

Students assigned accommodation for the academic year 2022/2023, in case of an assignment by postponed admission form, must, unless proven reasons of force majeure, present themselves at the concierge of the Student House of assignment within 1 month from the date of admission scheduled to sign the act of acceptance, and related documentation, of the accommodation place under penalty of loss of the right to the benefit. Situations of impediment must be promptly communicated to the emails: [alloggi.trieste@ardis.fvg.it](mailto:alloggi.trieste@ardis.fvg.it) or [alloggi.udine@ardis.fvg.it](mailto:alloggi.udine@ardis.fvg.it) depending on the ARDIS location of reference.

In the case of postponed admission to the Rizzi Student House, the student must agree with the ARDIS offices on the day of entry according to the offices' needs.

Students assigned an accommodation place for the academic year 2022/2023 from the date of admission established in this call until July 31, 2023 (the exit must take place by 9.00 am on August 1, 2023).

Students assigned accommodation must follow the rules of the Single Regulation for the use of the housing service at the student's homes and the one containing criteria and methods for the temporary and occasional use of the rooms and other common areas present in the residences both available on the website [www.ardis.fvg.it](http://www.ardis.fvg.it).

**On the date of admission, students who are debtors to ARDIS for accommodation fees or amounts to be repaid are suspended from the benefit until the administrative pendants with ARDIS are regularised, except in the case when they are repaying the debt in instalments.**

## **Accommodation fees (art. 35)**

**For all scholarship recipients who are also assignees of the accommodation place, the scholarship amount is reduced flat-rate for an amount equal to € 1,500.00 for the housing service used for a maximum of 11 months until July 31, 2023.**

For students assigned to the accommodation place who graduate by December 2022, the flat-rate amount of € 500.00 for the housing service is deducted.

For students assigned to the accommodation place who graduate from January 2023 and before April 2023, the flat-rate amount of € 1000.00 for the housing service is deducted.

For students who are beneficiaries of accommodation but **not beneficiaries of scholarships** for the academic year 2022/2023, the following discounted rates apply:

Student's house



MONTHLY RATE	
Single room	Double room
€ 159,00	€ 136,00

The accommodation fee is monthly and not determined daily. Students who take possession of accommodation in the month's second half pay half the monthly fee.

Students who, despite having applied as master's degree freshmen, who in fact do not enrol in the master's degree course for the academic year. 2022/2023 and are not in possession of the merit requirement as a further semester on August 10, 2022, forfeit the benefit of accommodation and must pay for the entire period of their stay in the Student House the fee provided for students with the requirement of enrolment only (see art. 37.3).

In the event of revocation of the scholarship, ARDIS may eventually allow the stay at the Student Houses according to the procedures provided for students with the requirement of enrolment only.

## **Revocation and forfeiture of the accommodation place (art. 36)**

The benefit of the accommodation place is revoked to the assignee students in the cases provided for by the Single Regulations for the use of the housing service at the student's houses, which can be consulted on the ARDiS website.

Among the most frequent cases are:

non-payment of 3 accommodation fees, even non-consecutive;

if the requirements for enrolment, merit, university seniority, income and assets are missing, following official checks carried out by ARDiS and/or reports received from the University or other Public Administrations;

submission of false declarations or presentation of documents containing false data;

move to another university or renounce their studies for the academic year 2022/2023 before July 1, 2023.

The revocation of the accommodation place determined by the lack of the requirements provided for in this announcement entails the request for payment of the fees at the rate provided for students with the requirement of enrolment only. First-year students, assignees of accommodation, to whom the scholarship is revoked for failure to achieve the merit requirement, must pay the fees provided for in Article 35 for assignee students or the cost of the accommodation service for the period of permanence in the Student's House as indicated in the summary table referred to in Article 16 if housed for the entire academic year.

For the students who move to another university or renounce their studies for the academic year 2022/2023, on a date before July 1, 2023, the accommodation service is calculated at the rate indicated in Article 35 for the allocation period.

The assignee forfeits the benefit of the accommodation place in the cases provided for in Article 11 of this announcement and the Single Regulation for the use of the housing service at the student's houses.

# ACCOMMODATION CONTRIBUTIONS IN PORTOGRUARO, BOLZANO, VERONA AND CONEGLIANO – DEADLINE: SEPTEMBER 28, 2022

## Deadline and procedures for submitting the application (art. 38)

Applications for accommodation contributions must be received by ARDiS by 01.00 pm (Italian summer time / GMT+2 / UTC+2 / CEST) on **September 28, 2022**, in the manner provided for in Article 6 of this call.

## Benefits as per competition (art. 39)

For students enrolled in courses of study based in Portogruaro, Bolzano, Verona and Conegliano, where ARDiS does not directly manage a university residence, ARDiS provides an annual contribution of **€ 1,200.00** against a lease for consideration duly registered. 10 contributions are put out to tender for each place of study.

## Specific requirements (Art. 40)

In addition to being in possession of the enrolment, merit, income and assets requirements set out in the general rules, students who apply for accommodation contributions must necessarily meet the following specific requirements:

- must be registered for the academic year 2022/2023 to degree courses of the University of Trieste based in Portogruaro or to degree courses of the University of Udine based in Conegliano, Bolzano and Verona;
- they must be resident in one of the municipalities considered off-campus, in relation to the location of their course of study, as established in Article 15.3 of this notice and in Annex 1; for the location of Bolzano and Verona, the applicant students must be resident in one of the municipalities that are at least 50 km from these cities;
- they must have a contract for rented accommodation, as established in Article 15.3 of this notice.

Students must declare the actual use of the rented accommodation for at least 10 months (counted in the period between September 1, 2022, and August 31, 2023) near the university (i.e. the municipalities considered to be the location of the course of study), indicating online the data of the lease contract (the duration, the deadline, the fee and the registration details of the same).

Students who have a contract with a shorter deadline than that established and who intend to renew it or stipulate a new one are still considered eligible for the contribution but must necessarily communicate to ARDiS (by sending an email to: [info.trieste@ardis.fvg.it](mailto:info.trieste@ardis.fvg.it) or [info.udine@ardis.fvg.it](mailto:info.udine@ardis.fvg.it)) the data of the renewal of the contract or the new contract stipulated that allows them to reach the duration of 10 months of rented accommodation.

The monthly fee due by students, net of utility costs, cannot be less than € 120.00.

It should be noted that the inclusion in the online application of a lease with a deadline before October 18, 2022, is not included in the ranking as eligible for the contribution.

When filling out the online application, students who have not declared that they have taken possession of the rented accommodation are required to subsequently declare online in the appropriate section "Data of the lease contract", and in any case, by 01.00 pm on October 18, 2022, the use of the rented accommodation for at least 10 months, indicating the address of the accommodation, located near the university, the fee of the monthly rent paid, the duration of the contract, the expiry date and the registration details.

**Students enrolled in subsequent years** receive the accommodation contribution **within two months of the publication of the final ranking.**

To students **enrolled in the first year of all courses**, the accommodation contribution is paid only **upon reaching at least 20 credits (or at least 10 credits for courses with exclusively annual exams)** and following reporting to ARDiS in the following ways:

- those who obtain the required credits **by August 10 2023** are paid the **full amount of the contribution;**
- For those who obtain the requested credits after August 10, 2023, but in any case, **by November 30, 2023, the contribution amount is halved, and they will receive 50% of the amount.**

# CONTRIBUTIONS FOR INTERNATIONAL MOBILITY – DEADLINE APRIL 6, 2023

## Deadline and procedures for submitting the application (artart.44)

Applications for international mobility grants can only be completed by eligible students or beneficiaries of the scholarship for the academic year 2022/2023 **from March 1, 2023, to April 6, 2023, by 01.00 pm** (Italian summer time/GMT+2/UTC+2/CEST), in the manner provided for in Article 6 of this call.

## Benefits as per competition (art. 45)

Benefits for international mobility are granted to eligible students or beneficiaries of the scholarship for the academic year 2022/2023 that participate for the same academic year in periods of study and internship abroad, already financed and promoted by the University of Trieste, the University of Udine, the Conservatory of Music “G. Tartini” of Trieste, the Conservatory of Music “J. Tomadini” of Udine and the Academy of Fine Arts “G. B. Tiepolo” of Udine, both in the context of programs promoted by the European Union and also non-EU programs (bilateral conventions), provided that the period of study and/or internship has an academic recognition in terms of credits, within the course of study in Italy, even to prepare the final test.

The contribution for international mobility is € 600.00 on a monthly basis for the duration of the period of study abroad, up to a maximum of ten months, regardless of the country of destination and can be granted only once for each higher education course.

From the amount of the mobility contribution, equal to € 600.00 on a monthly basis, the amount of the scholarship granted from the funds of the Universities, Conservatories and the Academy of Fine Arts, the European Union or other bilateral agreements, including non-EU ones, is deducted.

Round trip expenses are reimbursed up to the amount of € 100.00 for European countries and up to the amount of € 500.00 for non-European countries, in the event that the relative reimbursement is not already provided by the University or the Conservatory, after uploading the relative supporting documents through the online procedure.

The period of study abroad is verified with the institutions mentioned above. For each full month conventionally calculated in 30 days, the monthly contribution is paid in full, while for periods less than a month, the contribution will correspond to the days of the actual period spent abroad.

No contribution is paid for periods of mobility carried out online from Italy for study or internship programs promoted by the University of Trieste, the University of Udine, the Conservatory of Music “G. Tartini” of Trieste, the Conservatory of Music “J. Tomadini” of Udine, the Academy of Fine Arts “G. B. Tiepolo” of Udine.

## Specific requirements (Art. 46)

In addition to being in possession of the enrolment, merit, income and asset requirements set out in the general rules, students wishing to receive contributions for international mobility must:

- participate exclusively in the academic year 2022/2023 to periods of study or internship abroad promoted by the University of Trieste, the University of Udine, the Conservatory of Music "G. Tartini" of Trieste, the Conservatory of Music "J. Tomadini" of Udine, the Academy of Fine Arts "G. B. Tiepolo" of Udine for participation in international mobility programs, both in the context of programs promoted by the European Union, as well as non-EU programmes (bilateral conventions);
- be beneficiaries of the scholarship referred to in this call in the academic year 2022/2023;
- the period of study or internship in question must have academic recognition in terms of credits within their course of study in Italy.

Students must declare in the online application that they are recipients of the international mobility scholarship or internship abroad for the academic year 2022/2023, the relative period of study abroad determined at the time of assignment by the University, Conservatory or Academy. They must also declare that they have not obtained an ARDiS contribution for international mobility for the same course of study.

Any communications regarding the extension of the study period abroad, if received after the deadline for submitting the application for assistance, will be taken into account only if communicated within the deadline for submitting requests for review.

In the event that the actual period of study abroad is less than that declared when filling out the application, following the checks carried out with the International Mobility Offices of the aforementioned Institutions, ARDiS proceeds to redetermine the amount of the contribution assigned. The student is required to return to ARDiS any surplus amount received.

For students enrolled in years following the first year, the contribution for international mobility is paid in two instalments in the following ways:

- 50% of the amount within 60 days of the publication of the final ranking provided that the mobility period has already begun;
- the remaining part of the contribution, including the reimbursement of travel expenses, is paid at the end of the period of study abroad, after verification of the recognition of credits relating to the mobility period.

ARDiS reserves the right to provide the contribution in a single payment.

To students enrolled in the first year of the master's degree courses or the two-year specialist course, the contribution for international mobility is paid after reaching at least 20 credits (or at least 10 credits for courses with exclusively annual exams) and following reporting to ARDiS, in the following ways:

- those who obtain the required credits **by August 10, 2023**, are paid the **full amount of the contribution**;

- to those who obtain the requested credits after August 10, 2023, but in any case, **by November 30, 2023, the contribution amount is halved, and they will receive 50% of the amount.**

The communication of the achievement of the necessary credits must take place exclusively by sending an email to the ARDIS office of affiliation: [info.trieste@ardis.fvg.it](mailto:info.trieste@ardis.fvg.it) or [info.udine@ardis.fvg.it](mailto:info.udine@ardis.fvg.it).

# ATTACHMENTS

## Attachment 1 - Student status on-campus, commuter and off-campus

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

### Students enrolled in courses based in Trieste

#### ON CAMPUS:

Resident in Trieste, Muggia, San Dorligo della Valle, Monrupino, Sgonico and Duino-Aurisina

#### COMMUTERS

Resident in 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 locations: Koseze and Podgrad in the municipality of Villa del Nevoso.

Residents in all municipalities are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation of private individuals or entities.

#### OFF-CAMPUS:

Residents in all municipalities are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation for a period not less than 10 months.

### Students enrolled in courses based in Udine

#### ON-CAMPUS:

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

#### COMMUTERS

Residents in 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, Dignano, 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 are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation of private individuals or entities.

**OFF-CAMPUS:**

Residents in all municipalities are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation for a period not less than 10 months.

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

**ON-CAMPUS:**

Residents in Farra d'Isonzo, Gorizia, Mossa, San Floriano del Collio, Savogna d'Isonzo and outside national borders, Nova Gorica.

**COMMUTERS**

Residents in 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 are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation of private individuals or entities.

**OFF-CAMPUS:**

Residents in all municipalities are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation for a period not less than 10 months.

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

**ON-CAMPUS:**

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

**COMMUTERS**

Residents in 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 are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation of private individuals or entities.

**OFF-CAMPUS:**

Residents in all municipalities are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation for a period not less than 10 months.

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

### **ON CAMPUS:**

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

### **COMMUTERS**

Residents in 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 are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation of private individuals or entities.

### **OFF-CAMPUS:**

Residents in all municipalities are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation for a period not less than 10 months.

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

### **ON-CAMPUS:**

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 in 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 are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation of private individuals or entities.

### **OFF-CAMPUS:**

Residents in all municipalities are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation for a period not less than 10 months.

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

### **ON-CAMPUS:**

Residents in Codogne, 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 in 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 are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation of private individuals or entities.

### **OFF-CAMPUS:**

Residents in all municipalities are considered off-campus who do not take accommodation near the university using public residential facilities against payment or other accommodation for a period not less than 10 months.

## **Attachment 2 - List of developing countries referred to in Ministerial Decree no. 344 of April 8, 2022**

Afghanistan  
Angola  
Bangladesh  
Benin  
Bhutan  
Burkina Faso  
Burundi  
Cambodia  
Central African Republic  
Chad  
Comoros  
Democratic People's Republic of Korea  
Democratic Republic of the Congo  
Djibouti  
Eritrea  
Ethiopia  
Gambia  
Guinea  
Guinea-Bissau  
Haiti  
Kiribati  
Lao People's Democratic Republic  
Lesotho  
Liberia  
Madagascar  
Malawi  
Mali  
  
Mauritania  
Mozambique  
Myanmar  
Nepal  
Niger  
Rwanda  
Sao Tome and Principe  
Senegal  
Sierra Leone  
Solomon Islands  
Somalia  
South Sudan

Sudan  
Syrian Arab Republic  
Tanzania  
Timor-Leste  
Togo  
Tuvalu  
Uganda  
Yemen  
Zambia

## Contacts - Location of Trieste

### Information desk

Salita Monte Valerio 3, 34127 Trieste

**info.trieste@ardis.fvg.it**

Tel: 040 3595205

Fax: 040 3595352

### Telephone desk hours:

from Monday to Friday from 09.30 am -12.00 pm

### Other useful information

Service		Telephone
Scholarship		
Accommodation contributions		
Contributions for international mobility	info.trieste@ardis.fvg.it	040 3595205
Refund of regional tax		
Accommodation places in the university district Trieste and Gorizia	alloggi.trieste@ardis.fvg.it	040 3595302/213
Catering service and supply of canteen cards	ristorazione.trieste@ardis.fvg.it	040 3595357/207
IT technical assistance	assistenza.informatica@ardis.fvg.it	

## Contacts - Location of Udine

### Information Desk

Viale Ungheria 39/b, 33100 Udine

**info.udine@ardis.fvg.it**

Tel: 0432 245772

Fax: 0432 245777

### Telephone desk hours:

from Monday to Friday, from 09.30 am to 12.00 pm

### Other useful information

Service		Telephone
Scholarship		
Accommodation contributions	info.udine@ardis.fvg.it	0432 245772
Contributions for international mobility		
Refund of regional tax		
Accommodation places Udine	alloggi.udine@ardis.fvg.it	0432 245714
Accommodation places Pordenone Gorizia	alloggi.udine@ardis.fvg.it	0432 245715
Gemona		0432 245716
Catering service and supply of canteen cards	info.udine@ardis.fvg.it	0432 245717
IT technical assistance	assistenza.informatica@ardis.fvg.it	