

CALL FOR THE ASSIGNMENT OF BENEFITS TO STUDENTS FOR THE RIGHT TO UNIVERSITY EDUCATION A.Y. 2023/2024

- **ACCOMMODATION**
 - **REGIONAL SCHOLARSHIP**
- International Mobility Aid integration**

For students enrolled at:

- **ACCADEMIA DI BELLE ARTI - VENEZIA**
- **CONSERVATORIO DI MUSICA "Benedetto Marcello"
VENEZIA**

TABLE OF CONTENTS

1ST PART – ACCOMMODATION SERVICE	4
1 – REGIONAL AIDS FOR THE RIGHT TO UNIVERSITY EDUCATION AT “ESU VENEZIA”	4
2 – CATEGORIES OF STUDENTS WHO CAN COMPETE FOR THE ACCOMMODATION SERVICE	5
3 – AVAILABLE ACCOMMODATION	6
3.1 - RESERVED ACCOMMODATION	8
3.2 - OTHER RESERVED ACCOMMODATION	8
3.3 – ACCOMMODATION ASSIGNMENT IN EXTRAORDINARY SESSION	8
3.4 – STUDENTS WHO DO NOT MEET THE REQUIREMENTS OR DID NOT SUBMIT THE APPLICATION	8
3.5 – ACCOMMODATIONS FOR PART-TIME STUDENTS	9
4 – HOW TO APPLY	9
4.1 - ON-LINE APPLICATION FORM	9
4.2 - NON-EUROPEAN UNION STUDENTS	10
4.3 – NON-EU STUDENTS	10
5 - DEADLINES FOR APPLICATION AND PUBLICATION DATES OF THE RANKING LISTS	11
5.2 – TEMPORARILY ASSIGNED ACCOMMODATION – FROM “ELIGIBLE” TO “REJECTED” STATUS	12
5.3 - “GRADUAND” STUDENTS IN THE 2022/2023 EXTRAORDINARY SESSIONS OR OUTSIDE PRESCRIBED TIME – ALL DEGREE PROGRAMMES	12
5.4 – BACHELOR GRADUAND STUDENTS (LAUREANDI TRIENNALE) IN THE 2022/2023 SESSION, ENROLLING IN A MASTER DEGREE PROGRAMME (LAUREA MAGISTRALE) DURING THE ACADEMIC YEAR 2023/2024	12
6 - COURSES, CONFERENCES, VARIOUS INFORMATION A.Y. 2023/2024	13
6.1 – COMPULSORY FIRE PREVENTION COURSES. SECURITY TRAINING/INFORMATION CONFERENCES, ECO-SUSTAINABILITY	13
6.2 – PAGOPA ELECTRONIC PAYMENT	13
6.4 – CHRISTMAS SEASON ACCOMMODATION – RESIDENCES CLOSURE - DISCOUNT	13
7 – NON-EU STUDENTS – FIRST YEAR OF BACHELOR DEGREE (LAUREA TRIENNALE)	13
8 – REQUIREMENTS FOR ACCOMMODATION SERVICE	14
8.1 – INCOME REQUIREMENTS FOR STUDENTS WITH FINANCIAL OR PROPERTY ASSETS EXCLUSIVELY IN ITALY	14
8.2 – INCOME REQUIREMENTS – ITALIAN AND FOREIGN STUDENTS WITH MOVABLE AND/OR NON-MOVABLE ASSETS FULLY OR PARTIALLY OUTSIDE ITALY	16
8.4 – USE OF THE BONUS	17
8.5 – PHD STUDENTS	17
9 – STUDENTS WITH DISABILITIES	18
9.1 – SCHOLARSHIP INTEGRATION	18
9.2 – MERIT REQUIREMENTS (NEW SYSTEM) – DISABLED STUDENTS ENROLLED IN FOLLOWING YEARS TO THE FIRST	19
10 – REASONS OF EXCLUSION	19
12 – ACCOMMODATION ACCEPTANCE	22
13 – ACCOMMODATION SERVICE	22
14 – METHODS OF PAYMENT - DEPOSIT – ACCOMMODATION RATES – UTILITIES COST	23
PART 2 – SCHOLARSHIP	28
15 – SCHOLARSHIP FOR “ACCADEMIA DI BELLE ARTI” AND “CONSERVATORIO BENEDETTO MARCELLO” STUDENTS	28
15.1.1 – STUDENTS WHO ALREADY HAVE A DEGREE OF THE SAME LEVEL OF THE NEW COURSE ENROLMENT	28
15.1.2 – GRADUANDS IN THE EXTRAORDINARY SESSION OF THE PREVIOUS ACADEMIC YEAR	28
15.2.1 – HOW TO PAY THE REGIONAL TAX	29
15.2.2 – STUDENTS ENROLLED IN TWO UNIVERSITIES AT THE SAME TIME	29
15.2.3 – REGIONAL TAX REFUND	29
15.3.1 – SCHOLARSHIP QUOTAS PROVIDED IN SERVICES (CANTEEN AND ACCOMMODATION)	31
15.3.2 – CALCULATION OF THE SCHOLARSHIP AMOUNT	31
15.7.1 – RANKING LIST FORMATION	33



15.7.2 – SCHOLARSHIP PAYMENT	33
15.7.3 – PUBLICATION OF SCHOLARSHIP RANKING LISTS.....	33
15.9.1 – SCHOLARSHIP/ACCOMMODATION REVOCATION FOLLOWING TAX AUDITS	34
16 – PRIVACY AND DATA PROTECTION POLICY PURSUANT TO EUROPEAN REGULATION N. 679/2016 - “GDPR” (GENERAL DATA PROTECTION REGULATION)	36
ATTACHMENTS	37

CALL FOR THE ASSIGNMENT OF BENEFITS TO STUDENTS

academic year 2023/2024

1st Part – ACCOMMODATION SERVICE

1 – REGIONAL AIDS FOR THE RIGHT TO UNIVERSITY EDUCATION AT “ESU VENEZIA”

In accordance with Italian and regional regulations, with this Call ESU Venezia regulates the regional aids for the Right to University Education.

These aids are meant to create a full integration of students with the university world to facilitate the achievement of academic goals.

The regional benefits in Venice includes:

BENEFITS	RECIPIENTS	ENTRY REQUIREMENTS	RESPONSIBLE INSTITUTION	REFERENCE WEBSITE
CANTEEN SERVICE	ALL ENROLLED STUDENTS at a university in Venice	The access range (fascia) is attributed according to requirements	ESU	www.esuvenezia.it
ACCOMMODATION SERVICE	ALL ENROLLED STUDENTS at a university in Venice	ONLINE APPLICATION through COMPETITION : income and merit-based requirements (first year: income alone)	ESU	www.esuvenezia.it
SCHOLARSHIP	Academy of Fine Arts and Conservatory of Music	ONLINE APPLICATION through COMPETITION : income and merit-based requirements (first year: income alone)	ESU	www.esuvenezia.it
SCHOLARSHIP	Ca' Foscari University	ONLINE APPLICATION through COMPETITION : income and merit-based requirements	Ca' Foscari	www.unive.it
SCHOLARSHIP	IUAV University	ONLINE APPLICATION through COMPETITION : income and merit-based requirements	IUAV	www.iuav.it
Supplements for INTERNATIONAL MOBILITY	Academy of Fine Arts and Conservatory of Music	ONLINE APPLICATION	ESU	www.esuvenezia.it
Supplements for INTERNATIONAL MOBILITY	Ca' Foscari University	ONLINE APPLICATION	Ca' Foscari	www.unive.it

Supplements for INTERNATIONAL MOBILITY	IUAV University	ONLINE APPLICATION	IUAV	www.iuav.it
SPECIAL SUBSIDIES	ALL ENROLLED STUDENTS at a university in Venice	ONLINE APPLICATION	ESU	www.esuvenezia.it
EXTRAORDINARY ACCOMMODATION	ALL ENROLLED STUDENTS at a university in Venice	ONLINE APPLICATION	ESU	www.esuvenezia.it
HONOREM LOANS	ALL ENROLLED STUDENTS at a university in Venice	ONLINE APPLICATION (on hold for now)	ESU	www.esuvenezia.it

This call stay opened for, at least, 45 days, counted from the date of publication, to, then, establish the provisional ranking list and to assign the accommodation to the right holders, in harmony with the academic calendar.

For the Regional Tax amount for the Right to University Education, income conditions, scholarship amounts, for all aspects not specifically described in this call and therefore for any authentic interpretation of the competition rules, the main source of reference is the **Resolution of the Veneto Regional Council** no. 863 of the 2023/07/11 (*Deliberazione della Giunta Regionale del Veneto "Piano annuale degli interventi di attuazione del D.S.U" nr 863 del 11/07/2023*).

2 – CATEGORIES OF STUDENTS WHO CAN COMPETE FOR THE ACCOMMODATION SERVICE

The regional benefits are granted just for the achievement of **the first degree of any degree programme** (Bachelor - *Laurea Triennale* - and Master - *Laurea Magistrale*) for students enrolled or enrolling at one of the following Universities or AFAMs (Institutes of Higher Education in the Arts and Music):

Ca' Foscari University
IUAV University
Academy of Fine Arts of Venice
Conservatory of Music "Benedetto Marcello"

meeting the following requirements:

ENROLLED STUDENTS	REQUIREMENTS
Freshmen (first year in any degree programme)	income alone
All the following years	merit and income

According to their degree programme, students can compete to ESU accommodation assignment at a discounted rate for a certain number of years starting from their first enrolling academic year.

Careers ended with an official withdrawal from studies are not counted if the student did not receive a discounted accommodation and/or a scholarship, as regional benefits, during the ended career.

Possible university credits (CFU) acquired during the previous careers will neither be counted for the purpose of obtaining the benefits throughout the new course.

To access the discounted fares, students shall meet the following requirements:

1. Be regularly enrolled in the 2023/2024 academic year
2. Have the *Off-site* status*
3. Not exceed the ISEE and ISPE caps
4. Fulfil the merit requirements (for all “following years”)

**Physically and visually impaired students can compete regardless their residency.*

Definition of student status, *FUORI SEDE* (Italian for “OFF-SITE” student) and *PENDOLARI* (Italian for “commuter” student)

OFF-SITE (FS – <i>Fuori Sede</i>)	Students who reside in municipalities at a distance of no less than 80 km from the University/AFAM, and/or if it takes a travel time of at least 80 minutes to reach the University/AFAM.
COMMUTER (P – <i>Pendolari</i>)	Commuter students who reside in municipalities within a distance between 40 and 80 km from the University/AFAM, and/or if it takes a travel time between 40 and 80 minutes to reach the University/AFAM.

Students declare under their own responsibility their status (FS/P/S) in the application form. ESU Venezia will verify what has been declared in the processing of the applications.

The Veneto Region conducted a study to identify the municipalities related with the Non-Resident, Commuter and Local (*S - In Sede*) statuses, according to each University distance (to which also IUAV and Ca’ Foscari refer while managing their own students’ scholarships). It can be consulted on

<http://www.iuav.it/studenti/quanto-si-/Diritto-al/Borse-di-s/Fuori-Sede/Classifica/index.htm>

Students are entitled to submit the documentation of their own situation in case it differs from this study results.

3 – AVAILABLE ACCOMMODATION

For the A.Y. 2023/2024, ESU will make available **1.000 accommodations** of which 558 already available and 442 soon to be available.

Already available:

FACILITY	NUMBER	SITE
UNIVERSITY RESIDENCES		
Discounted rate accommodation		
San Giobbe	138	Venezia, Cannaregio 813
Santa Marta	117	Venezia Santa Marta 2137
Ai Crociferi	153	Venezia, Cannaregio Campo dei Gesuiti
R.U. Ragusei	20	Venezia – Dorsoduro 3482/e
R.U. Abazia	46	Venezia – Cannaregio, F. ta Misericordia
Flats in Treviso	8	Treviso
	482	

Accommodations for “Reserves”		
Campus OASI Via Ca' Marcello Apts	30	Via Ca' Marcello
Venice Apts	46	Venezia - Center
	76	

NUOVI POSTI DI PROSSIMA APERTURA

FACILITY	NUMBER	SITE
UNIVERSITY RESIDENCES		
New discounted rate accommodations		
Campus Mestre Via Torino (from October)*	86	Mestre Via Torino
Santa Marta (from September)*	66	Venezia Santa Marta 2137
Campus X (from October)*	114	Mestre Via Ca' Marcello
	266	

New accommodatio for “Reserves”		
Campus Mestre Via Torino (from October)*	56	Mestre Via Torino
Campus X (from October)*	86	Mestre Via Ca' Marcello
Campus Le Tettoie Apts (from September)*	34	Venezia - Center
	173	

Accommodations for ESU eligible students a.y. 2023/24	748
“Reserves” a.y.2023/24	252
Total accommodation a.y. 2023/2024	1000

3.1 - RESERVED ACCOMMODATION

In respect of the national regulation, the accommodation availability will be reserved as follows:

70%	TO STUDENTS OF ALL FOLLOWING YEARS TO THE FIRST ONE
30%	TO "FIRST YEAR" STUDENTS (FRESHMEN) OF ANY STUDY PROGRAMME

The 30% of the accommodation reserved to students enrolled in a first year (in any study programme), will be divided as follows:

80%	To first year EUROPEAN UNION students
20%	To first year NON - EUROPEAN UNION students

3.2 - OTHER RESERVED ACCOMMODATION

It is possible to assign accommodation to commuter students (*PENDOLARI*), who meet the merit and income requirements, up to a maximum 10% of the total available accommodation. This is subject to the residual accommodation left by the assignment to the non-resident students. These commuter students will pay their fare monthly.

3.3 – ACCOMMODATION ASSIGNMENT IN EXTRAORDINARY SESSION

ESU Venezia can assign any possible remaining accommodation in "extraordinary session" to "Rejected" applying students, who meet defined requirements. Once the received requests are evaluated, ESU Venezia draws up a specific ranking list to assign the accommodation.

The accommodation fares for this category ("*alloggio in via straordinaria*") are listed in the attachment B – Accommodation Service Fares.

3.4 – STUDENTS WHO DO NOT MEET THE REQUIREMENTS OR DID NOT SUBMIT THE APPLICATION

If and when the received requests about the categories listed above are exhausted, or in the case that, during the academic year, new accommodation is available, the remaining places can be assigned to students who do not meet the requirements.

These special requests can be submitted on-line by all students enrolled to a university or AFAM in Venice, throughout the academic year.

These students are not subject to this call regulations and requirements except for the 20% limit (on the 30% accommodation reserved to "first year" students) regarding the Non-EU students enrolling in a first year of any degree programme, as required by the regional regulation.

The fares for these students **must not involve charges to ESU Venezia.**

3.5 – ACCOMMODATIONS FOR PART-TIME STUDENTS

Part-time students enrolled in any course level can apply for the accommodation request, once the ranking list of the right holders is exhausted. They will pay the “OTHER STUDENTS - *ALTRI STUDENTI* – E” – fares.

4 – HOW TO APPLY

The application Form for the Regional Benefits Request must be submitted by SPID only through the SOL On-Line Desk available on the website www.esuvenezia.it.



SPID

With the Italian Public Digital Identity System (SPID) you can access to the online services of the Italian public administration.

Easy and safe, you can use the SPID on any device: computer, tablet and smartphone.

It is possible to activate it, for free or for a charge, on the authorized operators website. Once you have it, its use is free for any citizen.

Students who access with the SPID do not need any more to sign the application form, since the SPID certify their identity.

Foreigner students, unable to activate the SPID, can access through credentials issued upon request to benefici@esuvenezia.it. They first shall register (*ACCREDITAMENTO*) and after they can access the portal with the ESU credentials.

The ESU *Ufficio Benefici* (ESU’s “Benefits for students” office) is at your disposal for any information concerning this call and how to apply. After the registration to the SOL on-line desk, it is possible to interact with the office through a dedicate message tool called **TICKET** available on SOL. It is also available for consulting ESU’s website: www.esuvenezia.it.

HIGHLIGHT – Self-certifications relating the income conditions are subjected to verification by law.

4.1 - ON-LINE APPLICATION FORM

This service allows students to submit their completed application form for the ESU benefits directly on-line by accreditation on the SOL portal.

4.2 - NON-EUROPEAN UNION STUDENTS

It is recommended, before logging in and filling in the application form, to check the possession of:

- an e-mail address;
- the Italian Fiscal Code (*codice fiscale*);
- the student enrolment number (*matricola* in italian) or a PRE-enrolment number (*pre-matricola*) (in this case, it is to be used the specific field). In the *matricola/pre-matricola* absence, just enter the "000000" generic code;
- the ISEE 2023 certificate for the "right to university study" purpose updated to the 2021 income, issued by an Italian Tax Support Center (CAF);
- a list of exams (with the CFU credit system), updated to 10 August 2023;

After this "check" it is possible to access to the SOL portal via these two methods:

- SPID or CIE
- Registration (just for international students)

4.3 – NON-EU STUDENTS

ENROLLED STUDENTS	DOCUMENTATION TO BE SUBMITTED
FIRST YEAR NON-EU STUDENTS	They shall submit a documentation ensuring the availability of adequate means of subsistence for the whole stay and return to their home country.
NON-EU STUDENTS enrolled IN ALL THE FOLLOWING YEARS	A valid stay permit (<i>Permesso di Soggiorno</i>)

International students from a NON-EU country on their first year of enrollment, can integrate their application with the ISEE or ISEE equivalent (*ISEE parificato*) certificate by 30/11/2023.

These applications will be acknowledged and reviewed with the same criteria, but later. The accommodation assignment will be eventually made according to the remaining available places.

5 - DEADLINES FOR APPLICATION AND PUBLICATION DATES OF THE RANKING LISTS

Accommodation Service

CA'FOSCARI/IUAV students ACCOMMODATION SERVICE				
ENROLLMENT YEAR	DEGREE COURSE	COUNTRY OF ORIGIN	DEADLINES	
			opening	closing
ALL FOLLOWING YEARS AFTER THE FIRST YEAR OF ANY COURSE	all programmes	EU and Non-EU students	20/06/2023	4/08/2023
FIRST YEAR OF ANY COURSE	all programmes	EU and Non-EU students	20/06/2023	15/10/2023

ACCADEMIA / CONSERVATORIO students ACCOMMODATION SERVICE AND/OR SCHOLARSHIP				
ENROLLMENT YEAR	DEGREE COURSE	COUNTRY OF ORIGIN	DEADLINES	
			opening	closing
ALL FOLLOWING YEARS AFTER THE FIRST YEAR OF ANY COURSE	all programmes	EU and Non-EU students	04/08/2023	30/09/2023
FIRST YEAR OF ANY COURSE	all programmes	EU and Non-EU students	04/08/2023	15/10/2023

5.1 – ACCOMMODATION REQUEST STEPS (ACADEMIC YEAR 2023/2024)

step 1	<ul style="list-style-type: none"> ⇒ on-line application submission on the website www.esuvenezia.it ⇒ The application is successfully submitted if, at the end of the procedure, it appears the wording "DOMANDA COMPLETATA – COMPLETED APPLICATION". ⇒ If logged without SPID (just for non-Italian students), the application must be printed, signed and uploaded on SOL portal. The completed application can be found on the page "Ricevute Domande – Application Receipt 2023/2024" on SOL portal (after 24 hours)
step 2	⇒ The publication acknowledgment of the Accommodation Service Ranking on www.esuvenezia.it
step 3	⇒ report of any error/discrepancy via ticket or by mail to benefici@esuvenezia.it .
step 4	<ul style="list-style-type: none"> ⇒ FILLING IN the Accommodation Confirmation form on the SOL portal ⇒ Indicate date and hour of arrival (mandatory)
step 5	<ul style="list-style-type: none"> ⇒ ACCOMMODATION ASSIGNMENT At the assigned facility as per instructions sent by e-mail.

Applications not submitted within the specified deadline will not be taken into consideration.

5.2 – TEMPORARILY ASSIGNED ACCOMMODATION – FROM “ELIGIBLE” TO “REJECTED” STATUS

Students turned out as “eligible” on the provisional ranking list and after ex officio verifications are deemed “rejected”, in case of accommodations availability, can remain accommodated at the rate “**Tariffa - RATE E**” as “extra competition” students (*extra concorso*). The rate is specified in the Attachment B (*ALLEGATO B – Tabella Tariffe Alloggio*).

Students “provisionally” accommodated, at the time of allocation, will undertake in writing to accept these terms.

5.3 - “GRADUAND” STUDENTS IN THE 2022/2023 EXTRAORDINARY SESSIONS OR OUTSIDE PRESCRIBED TIME – ALL DEGREE PROGRAMMES

	Terms	Student STATUS	ACCOMMODATION RATE
A	<ul style="list-style-type: none"> ✓ Not enrolled in a.y. 2023/2024 ✓ No ESU Benefits requested through competition 	Graduating students by the autumn session 2023 (October-November)	Rate E (extra-competition)
B	<ul style="list-style-type: none"> ✓ Enrolled in the a.y. 2023/2024, but graduand in the 2022/2023 extraordinary session ✓ ESU accommodation winner through competition 	Students graduated by the 2022/2023 extraordinary session (“student” status for the academic year 2023/2024 lapses)	Rate E (retroactively) (if scholarship holder, it has to be refunded)
C	<ul style="list-style-type: none"> ✓ Student graduand at the ordinary 2023/2024 session ✓ Shall proceed with the 2023/2024 academic enrollment ✓ Shall pay the Regional Tax for the Rights to University Education 	It’s possible to apply to the Regional Benefits competition, by the deadlines	Rate A (retroactively)

5.4 – BACHELOR GRADUAND STUDENTS (*LAUREANDI TRIENNALE*) IN THE 2022/2023 SESSION, ENROLLING IN A MASTER DEGREE PROGRAMME (*LAUREA MAGISTRALE*) DURING THE ACADEMIC YEAR 2023/2024

To students enrolled in all years following the first, who, after the conclusion of the competition steps, according to the current academic regulation, obtain their Bachelor degree and complete the enrollment in a Master Degree programme (*Laurea Magistrale*), is applied the “benefit continuation” concept, granting them the benefit extension.

6 - COURSES, CONFERENCES, VARIOUS INFORMATION A.Y. 2023/2024

6.1 – COMPULSORY FIRE PREVENTION COURSES. SECURITY TRAINING/INFORMATION CONFERENCES, ECO-SUSTAINABILITY

In compliance with the provisions of the law in the field of Health and Safety, ESU VENEZIA organizes, during the A.Y., in the interest of the guests, security training/information conferences and courses on user behavior in terms of safety and security.

All guests are required to participate, on penalty of forfeiture of the right to be allocated (an attendance register shall serve as proof).

6.2 – PAGOPA ELECTRONIC PAYMENT

The new PagoPA system of direct payments that allows students to make any payment to Italian public administrations in electronic mode is available on-line, by accessing the SOL portal.

6.3 – STUDENT HELP- DESK

The “Benefits to students” Office (*Ufficio Benefici agli Studenti*), is located in three FRONT-OFFICE student desk sites for information about all ESU services.

1. *ESU PER TE* desk (“ESU FOR YOU”) at the ESU Rio Novo Canteen (active only at certain times during the year, see website).
2. Students Desk at the ESU “Headquarters” in RIO NOVO 3439/A.
3. Students Desk at the ACCADEMIA DI BELLE ARTI of Venice, “*Sede degli incurabili - Zattere*”.

It is required to use the “ticket” system (in the Sol Portal on www.esuvenezia.it), e-mails (to sportello.studenti@esuvenezia.it) to make an appointment.

6.4 – CHRISTMAS SEASON ACCOMMODATION – RESIDENCES CLOSURE - DISCOUNT

In order to pursue an optimization of management costs, in compliance with current legislation, during the Christmas season, student residences, if directly run by ESU, will be closed.

Following these closures, some discounts to the monthly fares of December and January are granted as on the ATTACHMENT B – Accommodation Service Rates.

The administration will guarantee the hospitality to those students objectively unable to return to their family hometown.

7 – NON-EU STUDENTS – FIRST YEAR OF BACHELOR DEGREE (*LAUREA TRIENNALE*)

Non-European students enrolling in the first year of a Bachelor Degree programme shall attach to the ESU benefits application a statutory documentation ensuring the possession of sufficient means of subsistence for the whole stay and return to the home country.

For the purpose of accessing to the accommodation service, Non-EU students are always considered as Off-Site students, except in the case their family resides in Italy.

8 – REQUIREMENTS FOR ACCOMMODATION SERVICE

8.1 – INCOME REQUIREMENTS FOR STUDENTS WITH FINANCIAL OR PROPERTY ASSETS EXCLUSIVELY IN ITALY

To access the above mentioned benefits for the academic year 2023/2024, all students with financial or property assets exclusively in Italy, shall fulfill an Italian Single Substitute Declaration (DSU) related to their family unit income for the year 2021 to request the ISEE 2023 certificate.

It is not allowed to confirm what declared in the previous years.

Students are required to verify the veracity and accuracy of the data entered in their DSU.

In the case their DSU contains omissions and/or discrepancies, students shall promptly arrange the integrations and corrections at CAF, in any case no later than 30 November 2023. The ISEE certificate, with the table regarding the “Right for University Education” shall be provided by a CAF office - *Centro di Assistenza Fiscale* or through INPS (*Istituto nazionale della previdenza sociale*).

Pursuant to this Call, ESU Venezia will collect all ISEE certificates from the INPS database by 30 November 2023.

The income limits of the student financial situation, for the academic year 2023/2024, are set as follows:

ISEE	€ 26,306.25
ISPE	€ 40,031.27

Both limits must be respected, under penalty of exclusion

The ISEE and ISPE amounts are both present on the ISEE certificate, issued by a CAF office (*Centro Autorizzato di Assistenza Fiscale*) in Italy in reference to the 2021 income/assets data.

For the ISEE-U determination, students shall supply:

- Any income earned in the fiscal year 2021;
- Any scholarship earned in the calendar year 2021;
- All ESU grants received in the fiscal year 2021 (except for measures to support disabled students and Regional Tax refunds or study trip expenses refunds);
- Part-time collaborations with ESU, Universities, or other bodies;
- Earnings from employments provided abroad and taxed in the same country;
- Allowances for child support perceived;
- All kinds of welfare, social and indemnity treatments, or compensations.

Moreover, all earnings perceived from any family member must be declared.

For determining the ISP (*Indicatore della Situazione Patrimoniale*) all movable and real estate assets (with annual average) to the date of 31 December 2021, of every household member, must be declared.

Only the ISEE certificates issued after 01 January 2023 will be regarded as valid.

8.1.1 – CASES OF NON-ACCEPTANCE OF THE ISEE CERTIFICATE BY ESU VENEZIA

- When the ISEE certificate is not issued for the purposes of the right to university education;
- When the ISEE certificate contains annotations of omissions and/or discrepancies

8.1.2 – “INELIGIBLE” STUDENTS IN THE PROVISIONAL RANKING

Students will be placed as “ineligible” (“*ESCLUSI*”, excluded from the requested benefit) when:

- Their ISEE certificate or DSU is not to be found in the INPS database;
- The submitted DSU is not suitable for the income-based benefits for the right to university education;
- The ISEE data have not been filled on the SOL Application;
- The ISEE certificate presents a non-calculable ISEE amount;
- The ISEE certificate shows omissions and/or discrepancies.

It is the responsibility of the student to check for any possible reasons of the unavailability or uncomputability of the ISEE certificate, by consulting the CAF office, and promptly correct it, in any case within the established deadlines for the final ranking processing.

In case of significant income variations resulting from adverse events (for example, a job loss), INPS (National Social Insurance Agency) gives the opportunity to calculate a “Current ISEE”, *ISEE CORRENTE*, based on the last 12 months income. In this case, to the job variation of one of the households’ members, must be associated an overall change in the family income 25% higher than the one on the regular ISEE certificate. Before requesting a current ISEE, students must already have a regular and correct ISEE certificate.

The current ISEE certificate must be requested/obtained by the competition deadlines.

The current ISEE certificate is valid for six months, and must be valid on the application submission date.

Students shall send a request with both the “*ISEE-U Ordinario*” and the “*ISEE Corrente*” attached to the e-mail address protocollo.esuvenezia@pecveneto.it by the competition deadlines.

“False statements” are persecuted of administrative, pecuniary, and criminal sanctions.

It is deemed appropriate to point out that false declarations are meant both in the case of the student getting a benefit while not eligible or getting a benefit of a higher “value”.

In the event of false statements:

- The student’s eligibility comes to an end. All received benefits must be returned and all services must be paid to the real cost;
- Students who do not actually meet the stated requirements and conditions (even just one of them), are subjected to an administrative penalty of an amount twice as much as the perceived benefit value and the exclusion from this call throughout the entire duration of studies (without prejudice, in any case, to the criminal law application).

Random checks will be carried out on, at least, 20% of the eligible students, in accordance with the law; these checks can be carried out also after the allocation of the benefits.

In addition, for the investigation of the false statement cases, a 50.00 euros cost refund, in favor of ESU Venezia, is also required.

8.1.3 NUCLEO AUTONOMO - INDIPENDENT STUDENTS

Students intending to participate in the call as “independent students”, **MUST** comply with **both** of the following conditions:

- a) **Proof of residence outside of the family of origin, for at least two years from the date of the first enrollment in any degree programme, in an accommodation not owned by a family member.**

If this is the case, students must indicate when (exact date) and where (the municipality of the new official residency) they moved.

- b) **Earnings from employment or assimilated tax returns completed, for at least one year no lower than 9.000,00 euros, with reference to a one-person household.**

For verification purposes, students may be required to provide a copy of the last year’s tax returns.

Underage students who endured a removal order from the family of origin and are, at the time, placed in a “community”, as well as students in a registered cohabitation, by law, are considered as having an independent household unit.

8.2 – INCOME REQUIREMENTS – ITALIAN AND FOREIGN STUDENTS WITH MOVABLE AND/OR NON-MOVABLE ASSETS FULLY OR PARTIALLY OUTSIDE ITALY

Italian and foreign students with movable and/or non-movable assets fully or partially outside Italy must request, by law, an “ISEE equivalent certificate” to a CAF office.

By law, foreign student’s economic and assets situation shall be certified by documentation issued by the competent authorities of the country where incomes are produced and assets are hold and translated into Italian by the competent diplomatic authorities.

For students from countries where there are difficulties in issuing such documentation, it will be issued by the competent diplomatic-consular representation in Italy.

For this call purposes, non-EU students can be considered OFF-SITE, even if residing in Italy and nearby the University, except in the case their whole household resides in Italy (and in this instance, it depends on the household’s municipality). In any case, to be considered as non-resident, non-EU students shall take a registered accommodation on payment in municipalities labeled as “local” (or “resident”), otherwise he will be considered a commuter.

Students from particularly poor and underdeveloped countries, also considering a low human development indicator, in the list defined by the D.M. 3 May 2018 no. 351, the evaluation of the economic situation is carried out on the basis of a certification issued by the Italian representative in the home country attesting the students are not from a renowned high-income family and elevated social level.

For the purposes of the evaluation of the economic condition, political refugees or stateless students need to submit certifications of income/assets produced/held in Italy

8.3 – MERIT REQUIREMENTS

For the regional benefits access, the merit requirements are as follows:

LAUREA TRIENNALE (Bachelor Degree)	CREDITS (CFU)	BONUS
First Year	unrequested	No Bonus
Second Year	25 Credits	5 Credits
Third Year	80 Credits	12 Credits
Last Semester	135 Credits	15 Credits
LAUREA Magistrale (Master Degree)	CREDITS (CFU)	BONUS
First Year	Admission to Master Degree without any credit deficit.	
Second Year	30 Credits	15 Credits
Last Semester	80 Credits	15 Credits

8.4 – USE OF THE BONUS

In addition to the credits achieved, students can use (if needed) a “bonus”. It can be used just in order to reach the minimum merit requirement for each enrollment year (see table above).

The Bonus shall be used just once during the studies and it can be used just if not benefited in the previous years. If benefited, students can use just the residue.

Starting with the A.Y 2023/2024 cohort students, the bonus is not available if not accrued in a Bachelor degree (*Laurea Triennale*) in Italy, and subsequently it is equal to 0 for students enrolling in a Master course owning a foreign Bachelor degree.

Only credits achieved until 10 August 2023 can be taken into account.

8.5 – PHD STUDENTS

Doctoral students enrolled in a first year of PhD can take part to the competition with the income requirement and the courses admission alone.

On the following years they shall meet the requirements needed to be enrolled according to the didactic regulations.

Ministerial scholarship holders (or scholarship holder of any other public institution) shall not be eligible for the regional accommodation, neither for the Regional Scholarship.

9 – STUDENTS WITH DISABILITIES

To students with a disability not below 66% or with a recognition pursuant to article 3, paragraph 1, of the law no. 104 (05/February/1994), the following special arrangements are applied:

- for the purpose of the access to the accommodation service, students with disabilities, are always considered as “Off-Site”.
- In the specific case of motor disability, students are entitled to two attendants, instead of one.
- Attendants of the competition winning students, get free meals and free accommodation service.
- The accommodation service is granted for an additional year if students have achieved, by the 10th of August, at least the 80 % of the exams in their whole degree plan.
- The duration of the benefits is of:
 - a) 9 semesters for the Bachelor courses,
 - b) 7 semesters for the Master courses,
 - c) 15 semesters for the single-cycle (5-years) degree courses.
- To students enrolling in a first year, the revocation and the suspension of the second instalment of the scholarship are not applied (students enrolled at Accademia or Conservatorio of Venice)
- exemption from the Annual Regional Taxa Payment.

9.1 – SCHOLARSHIP INTEGRATION

Students with a disability not below 66% or with a recognition pursuant to article 3, paragraph 1, of the law no. 104 (05/February/1994), who become regional scholarship winners, could be granted to a scholarship integration within the double of the scholarship itself, distinguishing between local students, commuters, and Off-Site students, considering the availability and the actual student’s needs.

9.2 – MERIT REQUIREMENTS (NEW SYSTEM) – DISABLED STUDENTS ENROLLED IN FOLLOWING YEARS TO THE FIRST

Year	% Disability		Credits	Bonus
	from	To		
2nd of Bachelor Degree (<i>Laurea Triennale</i>)	66%	80%	20	4
2nd of Bachelor Degree	81% or Law no. 104	100%	15	3
3rd of Bachelor Degree	66%	80%	64	9
3rd of Bachelor Degree	81% or Law no. 104	100%	48	7
1st outside prescribed years of Bachelor Degree (<i>fuori corso</i>)	66%	80%	108	12
1st outside prescribed years of Bachelor Degree	81% or Law no. 104	100%	81	9
2nd outside prescribed years of Bachelor Degree – Last semester	66%	80%	144	12
2nd outside prescribed years of Bachelor Degree – Last semester	81% or Law no. 104	100%	108	9
2nd of Master Degree (<i>Laurea Magistrale</i>)	66%	80%	24	12*
2nd of Master Degree	81% or Law no. 104	100%	18	9*
1st outside prescribed years of Master Degree	66%	80%	64	12*
1st outside prescribed years of Master Degree	81% or Law no. 104	100%	48	9*
2nd outside prescribed years of Master Degree – Last semester	66%	80%	96	12*
2nd outside prescribed years of Master Degree – Last semester	81% or Law no. 104	100%	72	9*

* if not used in the previous years

10 – REASONS OF EXCLUSION

1. Students graduating during the 2022/2023 extraordinary sessions;
2. PART-TIME students (just for the accommodation service);
3. Distrusted students;
4. Students already in possession of a degree of the same level of the new enrollment, even if achieved abroad.

10.1 - “GRADUANDS” IN THE 2022/2023 EXTRAORDINARY SESSIONS – LAST SEMESTER OF PRESCRIBED YEARS

Students planning to graduate during the A.Y. 2022/2023 extraordinary sessions, who rely on the right to not enrol in the academic year 2023/2024, cannot participate to the Regional Benefit Competition.

In compliance with the regional laws, the scholarship and the accommodation benefit used with a reduced rate, assigned for the academic year 2023/2024, are revoked to students who graduate in the extraordinary sessions belonging to the academic year 2022/2023. In this case students must return, before the graduation date, the scholarship already received and the “value” of the benefits obtained (accommodation and meals), computed with reference to the “full costs”: Accommodation RATE E and Meals RATE A.

10.2 - PART-TIME STUDENTS

Part-time students (PT) are those students who, for work or health reasons, or because engaged to the assistance of not self-sufficient relatives, cannot attend full-time courses.

These students could “stretch” their study time and have a targeted legislation:

Scholarship	Half of the full-time amount, entirely in cash (without the accommodation and canteen quotas deduction) for twice the number of the full-time years;
Accommodation service	Excluded from the competition; they can apply for the extra-competition accommodation, depending on the availability, at the “Extra-Competition – E” RATE;
Canteen service	Full cost meals

10.3- “DISTRUSTED STUDENTS”

The following students can be distrusted in violation of the ESU Venezia codes and competition regulations:

- 1) ESU accommodation recipients who faced a disciplinary action resulting in the loss of the benefit;
- 2) Students who did not comply with the accommodation rates payments in the previous academic year;
- 3) Students who provide false statements while applying for the competition.

10.4 – STUDENTS WHO ALREADY GRADUATED IN THE SAME LEVEL OF THE NEW ENROLLMENT

The regional benefits are granted just once for any level course.

Resigning students ARE NOT ALLOWED TO ENTER THE REGIONAL COMPETITION in the case they already got some regional benefits (scholarship and/or accommodation) as competition winners in the previous ended career without refunding all debts.

It should be noted that students shall provide immediately any relevant information about the competition to ESU Venezia.

10.5 – REPORT OF TRANSFER AND WITHDRAWAL DURING THE YEAR

Students who, after the submission of the application, transfer or withdraw from their studies during the same academic year in which they received a regional benefit (or, for first year students, before achieving the 20 credits required to avoid the return of the benefits) must timely inform the ESU Venezia Office (*ufficio benefici agli studenti*).

11. ACCOMMODATION SERVICE RANKINGS

11.1 – CRITERIA USED FOR THE RANKINGS FORMATION

FIRST YEARS (of any level)	In increasing order of the income requirements: thus, according to the ISEE for the Right of University education and, in cases of same score, to the ISPEU).
FOLLOWING YEARS TO THE FIRST (of any level)	In decreasing order of the merit requirements and, in cases of same score, in increasing order of the income requirements.

ESU Venezia draws up separate rankings for the accommodation service and the scholarship (Accademia and Conservatorio) as follows:

- 1) Students enrolled in a first year are divided into two rankings, according to their study level:
 - ⇒ 1° level - Bachelor Degree (*Laurea Triennale*), single-cycled degree
 - ⇒ 2° level - Master Degree (*Laurea Magistrale*), PhD.

These rankings are based on the increasing order of the ISEE for the Right of University Education. With a same score, a lower age of the student is an advantage.

- 2) Students enrolled in a following year to the first of any level, on the same merit-based Ranking. The merit is assessed primarily according to the achieved number of credits and secondly according to the weighted grades average declared by the student. In cases of the same score, according to the increasing order of the ISEE for the right of university education. In cases of the same income amounts, a lower age of the student is an advantage.

11.2 – PUBLICATION OF THE RANKING LIST FOR ACCOMMODATION

The publication of the ACCOMMODATION SERVICE rankings (provisional and final) will be made in accordance with the deadlines defined in the ATTACHMENT A – Application deadlines, on the website www.esuvenezia.it. The publication has notification value for those involved.

12 – ACCOMMODATION ACCEPTANCE

12.1 - ACCEPTANCE OF ACCOMMODATION SERVICE

The acceptance of the accommodation service must be submitted through the appropriate online form on www.esuvenezia.it

If the beneficiary, without justified reasons (formally addressed to protocollo.esuvenezia@pecveneto.it), does not take possession of the provided accommodation within 15 days after the ranking publication (in which the student is included) undergoes the irrevocable loss of the entitlement to the benefit.

12.2 - PARTICIPATION IN THE CONFERENCES ON SECURITY AND PREVENTION

By law, during the academic year, in the best interest of all accommodated students, ESU Venezia will hold information and training conferences on the necessary behavior in terms of safety and emergency procedures.

The accommodated students must compulsorily attend all these conferences, otherwise they will lose the accommodation right (a specific signature register shall prevail).

All residents participate actively to the residence supervision, in terms of safety, promptly informing the relevant people: the Head of the Residence, the student tutors, the control room, the security service, in compliance with the displayed provisions in all residences.

12.3 - ACCEPTANCE OF THE ESU ACCOMMODATION SERVICE REGULATION

All residents must accept, after viewing it on www.esuvenezia.it, the ESU Accommodation Service Regulation and the Security Regulation when submitting the online application.

13 – ACCOMMODATION SERVICE

13.1 – ALLOCATION

The accommodation is assigned for the entire academic year, according to each University's academic calendar (except the suspension of the academic activities during winter and summer) following these timeframes:

University	Beginning	End
Ca' Foscari	from 01 September 2023	to 30 June 2024
IUAV	from 01 October 2023	to 31 July 2024
Accademia or Conservatorio	from 15 October 2023	to 30 September 2024*

*with the summer break: 1st July - 31st August 2023.

The dates for starting and ending of the accommodation assignment may vary during the academic year due to didactic calendar updates or legislative measure.

13.2 - ESU ACCOMMODATION DETAILS

ESU accommodations are of various types: single, double or triple rooms.

For this reason, ESU Venezia promotes an accommodation assignment that considers the student needs, evaluating eventual justified preferences stated in the Acceptance form.

13.3 - DURATION OF THE ACCOMMODATION BENEFIT

COURSE PROGRAMME	DURATION OF ACCOMMODATION
Bachelor Degree (<i>Laurea Triennale</i>)	8 semesters
Master Degree (<i>Laurea Magistrale</i>)	6 semesters
PhD	Period equal to the legal duration
Specialization Schools	Period equal to the legal duration

The accommodation benefit is granted just in order to achieve (for the first time) each above-mentioned course.

The benefit is lost from the moment the student graduates.

In this case, the student must leave the accommodation within a week from the graduation.

Extensions may be granted just according to availability, at full rate.

14 – METHODS OF PAYMENT - DEPOSIT – ACCOMMODATION RATES – UTILITIES COST

14.1 – TAKING LEGIT POSSESSION OF THE ACCOMMODATION

In order to use the accommodation service, students must:

- Pay the DEPOSIT, before the arrival;
- Pay the FIRST INSTALMENT by the 5th of the following month at latest following the table below:

Facility	Manager	DEPOSIT	RENT
		Before the arrival	On the arrival
Santa Marta	Fondazione Ceur	300.00 euros To pay in favour of ESU	First month rent in favor of the manager
San Giobbe	Dove Vivo		First month rent in favor of the manager
Crociferi	Combo		First month rent in favor of the manager
Abazia	ESU Venezia		FIRST INSTALMENT 250,00 euros in favor of ESU
Ragusei	ESU Venezia		FIRST INSTALMENT 250,00 euros in favor of ESU
Campus Via Torino	ESU Venezia		FIRST INSTALMENT 250,00 euros in favor of ESU
Apts	ESU Venezia		FIRST INSTALMENT 250,00 euros in favor of ESU

14.1.1 - DEPOSIT

As a guarantee, students must pay a deposit through the PagoPA electronic system on the SOL portal.

14.1.2 – ACCOMMODATION RATES

Rates are valid for the duration of the accommodation assignment.

Monthly rates are indicated on the ATTACHMENT B table – Accommodation Service Rates.

14.1.3 – FIRST INSTALMENT (accommodation and utilities)

The payment must be made through the PagoPA electronic system on SOL portal.

14.1.4 – FIRST INSTALMENT FOR STUDENTS ALLOCATED IN FACILITIES MANAGED BY THIRD PARTIES.

The accommodation assignees of the Crociferi/Combo, Santa Marta/Camplus, San Giobbe/DoveVivo and CampusX Residences, pay the first instalment to the Residence reception on arrival, not to ESU Venezia.

14.2 – METHODS OF PAYMENT OF THE COMPETITION WINNERS

Competition winners contributes to the accommodation cost according to the rates listed in the Attachments B distinguished by room type and facility. Terms are as follows.

- A- Students hosted in the facilities managed by third parties, Crociferi-Combo, Santa Marta/Camplus, San Giobbe/Dove Vivo and CampusX, pay monthly at the facility by the 5th day of the month, until the receipt of the scholarship, which includes the annual accommodation “quota” of 1600.00 euros.
- B- Students hosted in the facilities directly managed by ESU pay **four times** per year, through PagoPA o SOL portal, following the scheme on this table:

instalments (including utilities)	PAYMENT DEADLINE	Scholarship NON-Applicants (Rate A)	Scholarship Applicants		
			1 st Assignment winners (Rate B)	2 nd Assignment winners (Rate B)	Excluded eligible students (for lack of funds) (Rate A)
FIRST	15 October	€ 250.00	€ 250.00	€ 250.00	€ 250.00
SECOND	31 January	€ 250.00	€ 1,600.00 (from the scholarship*)	€ 250.00	€ 250.00
THIRD	31 March	€ 250.00	€ 250.00	€ 1,600.00 (from the scholarship)*	€ 250.00
FOURTH	15 May	balance	balance	balance	balance

*The accommodation “quota” of the annual scholarship is **1,600.00 euros**.

14.2.1 – METHOD OF PAYMENT FOR COMPETITION WINNERS AND “VENETO REGIONAL SCHOLARSHIP” HOLDERS

As required by law, a part of the Regional Scholarship is set aside for the Accommodation and Canteen Services: students can result scholarship recipients from December to June or later (during the year); consequently, the payment schedule refers to the potential scholarship provision and other events.

The accommodation is assigned for 10 months: in case of an early withdrawal, the accommodation quota return is not allowed, unless peculiar situations examined by the ESU Director.

The balance for the accommodation will be updated also in the case the scholarship is granted later during the year, even after the end of the academic year; thereby recipients will be called to pay their due.

The accommodation rate as scholarship holders (or winners) applies for the entire period of stay with retroactive effect. Updates will be made counting the already paid instalments.

14.2.2 - METHOD OF PAYMENT FOR COMPETITION WINNERS, “VENETO REGIONAL SCHOLARSHIP” ELIGIBLES, OPTING FOR A DIFFERENT SCHOLARSHIP

For this type of users, the rates are:

- ACCOMMODATION SERVICE – RATE B – scholarship holders
- CANTEEN SERVICE – RATE 22

The reduced rate does not apply to scholarship holders with a different scholarship than the Veneto Regional one.

14.2.3 – METHOD OF PAYMENT FOR NON-COMPETITION-WINNERS, EXTRA-COMPETITION GUESTS, INTERNATIONAL MOBILITY STUDENTS (ERASMUS)

To international mobility students and non-competition-winners, a monthly rate is applied (see ATTACHMENT B – Accommodation Service Rates). Payments must be made bimonthly through the PagoPA electronic system on the SOL portal, or **if explicitly stated** by the *Benefici* Office, by means of bank transfer or online credit card.

In case of early departure, the unused quota will not be returned.

14.2.4 - METHOD OF PAYMENT FOR PHD STUDENTS (NON-MINISTERIAL)

PhD students who won the competition, can be accommodated for short periods rather than the standard assignment (10 months) at a daily rate (see ATTACHMENT B – Accommodation Service Rates).

Payments must be done through the PagoPA electronic system.

14.3 – PARTICIPATION QUOTAS IN UTILITY FEES, REPAIR/REPLACEMENT COSTS, ROOM CLEANING AND OTHER SERVICES

FACILITY	FEES
RU Crociferi-Combo	€ 45,00 monthly, except balancing
RU Santa Marta-Campus	€ 45,00 monthly, except balancing
RU San Giobbe-DoveVivo	€ 45,00 monthly, except balancing
Apts with more than 5 beds	€ 45,00 monthly, except balancing
Apts with more than 3-4 beds	€ 50,00 monthly, except balancing
Apts with 2 beds	€ 70,00 monthly, except balancing
ESU Facilities with centralized systems	€ 45,00 monthly, except balancing

14.4 – PARTICIPATION IN EVENTS AIMED TO REDUCE ENERGY CONSUMPTIONS AND RESPECT THE WASTE RECYCLING SYSTEM

ESU Venezia proposes initiatives aimed at raising awareness, inform and train all canteen and facility users to improve the energy consumption, manage the separated waste collection and preserve natural resources.

14.5 – ACCOMMODATION SERVICE SUSPENSIONS

14.5.1 – WINTER ACCOMMODATION SUSPENSION – DISCOUNTED RATES FOR DECEMBER AND JANUARY

During Christmas time, in accordance to the teaching activity's break, the accommodation service is suspended too.

Reductions on the rates are offered for December and January, (see ATTACHMENT B – Accommodation Service Rates).

Reductions are applied just to students accommodated in facilities being actually closed.

Students unable to return to their home country, requesting accommodation during the winter suspension, must indicate this when applying for the competition.

These students will be allocated on a priority basis to those facilities that remain open, or, in the case it is not possible, they will be hosted at affiliated facilities.

14.5.2 – ACCOMMODATION IN THE SUMMERTIME 2024 – COMPETITION WINNERS: DEADLINE FOR APPLICATIONS

According to beds and facilities availability, the summer accommodation is provided to competition winners during the academic year. It is divided as follows:

UNIVERSITY/AFAM	PERIOD	ACCOMMODATION FLAT RATE
Students enrolled at Ca' Foscari	01 July – 31 August	€ 600.00
Students enrolled at IUAV	31 August – 31 August	€ 450.00
Students enrolled at Accademia or Conservatorio	01 July – 31 August	€ 600.00

Possible extension of the accommodation, beyond the academic year, for a limited period, may be accepted, subject to availability, on a full pre-payment basis only at **RATE E** (see ATTACHMENT B – Accommodation Service Rates).

Students shall submit an online application on www.esuvenezia.it by 30 April 2024.

Admitted applicants will be hosted in the available facilities in the limit of capacity.

Those requesting an accommodation extension beyond the academic year, for a limited period, may be hosted in a different room/facility than the assigned ones.

In compliance with the General Regulation of the University Residences, the admitted students must agree to all terms and respect the accommodation assigned and all common areas, without exception.

14.5.3 – SUMMER ACCOMMODATION RATE: DEPOSIT AND BALANCE

Students admitted to the summer accommodation, must pay a deposit equal to 20% of the full rate, by the 1st of June 2024, and the remaining balance by:

- The 15th of June for students enrolled at Ca' Foscari or Accademia,
- The 15th of July for students enrolled at IUAV.

Students must pay the deposit by the 1st of June 2024 at 12:00 am through the PagoPA electronic system on the SOL portal.

Students not paying the deposit or the balance in time will be considered as renouncers.

Refund of the deposit is not possible, for any reason.

14.5.4 – STUDENT COLLABORATIONS

ESU Venezia can choose collaborators among the eligible students to regional benefits, for activities in:

- Tutoring service in the facilities;
- Tutoring service as guidance counselor for information by the entrance for students enrolled at Accademia di Belle Arti;
- Tutoring service in favor of disabled students enrolled at Accademia di Belle Arti.

Students should consult on www.esuvenezia.it, the **student collaborations** section, where information, procedures, deadlines and the specific application form are presented.

PART 2 – SCHOLARSHIP

15 – SCHOLARSHIP FOR “ACCADEMIA DI BELLE ARTI” AND “CONSERVATORIO BENEDETTO MARCELLO” STUDENTS

Scholarship applications must be submitted following the procedure indicated at point 4 - HOW TO APPLY of this call.

Income and merit requirements are those mentioned at point 8 - ACCESS REQUIREMENTS TO THE ACCOMMODATION SERVICE.

15.1 – REASONS OF EXCLUSION

15.1.1 – STUDENTS WHO ALREADY HAVE A DEGREE OF THE SAME LEVEL OF THE NEW COURSE ENROLMENT

The regional benefits are granted just for the achievement of the first degree of the main degree programmes (Bachelor - Laurea Triennale - and Master - Laurea Magistrale) counting also all degrees from abroad.

15.1.2 – GRADUANDS IN THE EXTRAORDINARY SESSION OF THE PREVIOUS ACADEMIC YEAR

Students who, otherwise, plan to graduate, in the extraordinary sessions of the academic year 2022/2023, who relies on the right to not enroll in the academic year 2023/2024, cannot participate in the competition for the regional benefits, unless they enroll to the new academic year (subsequently the enrollment fees could be refunded by the University. The refund of the Regional Tax will not be possible).

15.2 – REGIONAL TAX

The Regional Tax for the Right to University Education is established by law. All students enrolling to each academic year at a university or equal institutes in the Veneto Region are due to pay it for all the enrollment years. Among the equal institutes are the academies of fine arts and Music Conservatories (AFAM).

The Regional Tax is applied through the following ranges:

ISEEU Ranges	TAX AMOUNT
Range A: from € 0.00 to € 15,748.78	from € 139.00 to € 159.99
Range B: from € 15,748.79 to € 31,497.56	from € 160.00 to € 183.99
Range C: from € 31,497.57 on or for non-submission of the ISEE certificate	€ 184.00

15.2.1 – HOW TO PAY THE REGIONAL TAX

All enrolled students at the Accademia or Conservatorio must pay the Regional Tax. In order to do so, they should register in the ESU on line portal dedicated to the Regional Tax.

The calculation of the tax amount and the payment itself, must be made necessarily through the portal and paid by the PagoPA system also on the Portal.

- If the ISEE is below 31,497.57, students pay a proportionate tax as shown in the table above. The amount will be calculated exclusively by the “Regional Tax On-line Portal”.
- If the ISEE is not submitted, or it is over 31,497.57, students shall pay a Regional Tax amounting to **184.00 euros**. (The ISEE certificate is not mandatory for the purpose of the Regional Tax payment)

Students must upload a copy of the receipt in the appropriate section on SOL.

Non-payment of the Regional Tax will lead to major impacts on the student's university career.

15.2.2 – STUDENTS ENROLLED IN TWO UNIVERSITIES AT THE SAME TIME

Students enrolled in the same time at more than one University (for example: Conservatorio and Ca' Foscari/IUAV) should just pay the Regional Tax only once per year to the same University where they intend to apply for the regional benefits (scholarship and student collaborations).

15.2.3 – REGIONAL TAX REFUND

The Regional Tax will be refunded to all students eligible to receive the regional scholarship, by 31/03/2024.

15.3 – SCHOLARSHIP AMOUNTS A.Y. 2023/2024– FULL/SEMESTRAL AMOUNT

DGR 863/2023 fixed the amount of the scholarships for OFF-Site (*Fuori Sede*), Commuter (*Pendolari*), Local (*In Sede*) students and by the ISEE ranges.

In order to help the economically disadvantaged students, if the ISEE amount is below the half of the fixed cap, the amount of the scholarship is increased by the 15%.

This 15% supplement cannot be combined with the 20% supplement on the scholarship for female students in a STEM major.

The scholarship will be paid in full to students with an ISEE amount below or equal to the two-thirds of the fixed cap.

For higher ISEE amounts, up to the fixed cap, the scholarship can be reduced to half of it.

The ISEE ranges are explained on the table below:

STATUS	Amount increased of the 15%	FULL AMOUNT	Proportionate amount
Declared ISEE amount	ISEE from 0,00 to 13,153.11	ISEE from 13,153.12 to ISEE 17,537.50	ISEE from 17,537.51 to 26,306.25
FUORI SEDE	€ 7,654.99	€ 6,656.52	(minimum € 3,328.26)
PENDOLARE	€ 4,473.48	€ 3,889.99	(minimum € 1,944.99)
IN SEDE	€ 3,085.18	€ 2,682.77	(minimum € 1,341.38)

Half Yealy scholarships

(STUDENTS ENROLLED IN A 7TH SEMESTER OF BACHELOR DEGREE OR IN A 5TH SEMESTER OF A MASTER DEGREE)

STATUS	Amount increased of the 15%	FULL AMOUNT	Proportionate amount
Declared ISEE amount	ISEE from 0.00 to 13,153.11	ISEE from 13,153.12 to ISEE 17,537.50	ISEE from 17,537.51 to 26,306.25
FUORI SEDE	€ 3,827.49	€ 3,328.26	Gradually reduced scholarship to the minimum € 1,664.13
PENDOLARE	€ 2,236.73	€ 1,944.99	Gradually reduced scholarship to the minimum € 972.49
IN SEDE	€ 1,542.58	€ 1,341.38	Gradually reduced scholarship to the minimum € 670.69

RIGHT to the "Fuori sede" scholarship

To get the confirmation of a "Fuori Sede" scholarship amount, OFF-Site students, (who are not accommodated at an ESU facility), must send a copy of a rental contract by 15 October 2023. It must be properly registered, accommodation must be on payment, located near the University, for at least 10 months (unless differently specified by national or regional provisions), otherwise they will be regarded as students with the "CALCULATED COMMUTER" status.

OFF-SITE (Fuori Sede)	Students who reside in municipalities at a distance of no less than 80 km from the University, and/or that need travel time of at least 80 minutes to reach the University.	Non-resident students, not residing at an ESU Venezia facility, is obliged to send a copy of the rental contract for pecuniary interest, valid under the law, to the <i>Benefici</i> Office no later than 15 October 2023. Failure to provide the rental contract in the terms, will lead the re-determination of the status from non-resident to commuter. Non-EU students: they are considered as non-resident, except in the case their family resides in Italy*
COMMUTER (Pendolare)	Commuter students who reside in municipalities within a distance between 40 and 80 km from the University, and/or need a travel time between 40 and 80 minutes to reach the University.	Students who, even though having the non-resident criteria, did not take up residence in the city where the University is located, with a regular rental contract for pecuniary interest.
RESIDENT (In Sede)	Students who reside in the city where the University is located.	Resident students can receive an "In Sede" scholarship amount

Students requesting the regional scholarship, self-proclaimed Off-Site and enrolled at Accademia or Conservatorio, not being accommodated at an ESU facility, **MUST** provide a rental contract **of at least 10 months**, for pecuniary interest, properly registered in their own name, in the municipality where they attend the university courses (or nearby), **no later than 15 October 2023**, to be recognized as non-resident.

15.3.1 – SCHOLARSHIP QUOTAS PROVIDED IN SERVICES (CANTEEN AND ACCOMMODATION)

As established by regulations, the scholarship is supplied partly in monetary form and partly in services, as indicated below:

SCHOLARSHIP STUDENTS - STATUS	ESU CANTEEN SERVICE QUOTA	ESU ACCOMMODATION SERVICE QUOTA
OFF-SITE	€ 760.00 1 free meal per day	€ 1,600.00 (if accommodated in an ESU facility)
COMMUTER	€ 540.00 1 free meal per day – lunch only	=
RESIDENT	1 free meal per day – lunch only	=

Please note that the canteen service renunciation is not allowed (except for certificated serious health reasons), since it is an integral part of the scholarship.

15.3.2 – CALCULATION OF THE SCHOLARSHIP AMOUNT

The scholarship will be paid in full to students who have an ISEE equal or below 17.537,50 euros. For higher ISEE values, until the caps set by law, the scholarship is proportionally reduced up to half the amount. The amount of the scholarship is calculated as follows:

ISEEU from 15,750.88 to 23,626.32	
non-resident	€ 6,656.52 - (I.S.E.E.U. – 17,537.50)* (REDUCTION COEFFICIENT 0.3795)
commuter	€ 3,889.99 - (I.S.E.E.U. – 17,537.50)* (REDUCTION COEFFICIENT 0.221)
resident	€ 2,682.77 - (I.S.E.E.U. – 17,537.50)* (REDUCTION COEFFICIENT 0.153)

With the reduction coefficient calculated as follows:

REDUCTION COEFFICIENT	
non-resident	$(€ 6,656.52/2)/(26,306.25 - 17,537.50) = 0.3795$
commuter	$(€ 3,889.99/2)/(26,306.25 - 17,537.50) = 0.221$
resident	$(€ 2,682.77/2)/(26,306.25 - 17,537.50) = 0.153$

The scholarship can be awarded each year over a period equal to the legal duration of the degree course; the scholarship for the last semester shall be the 50% of the full annual amount.

The benefit can be granted once for each main degree level.

Available funds are released considering that all eligible students (winners or excluded for shortage of funds) are entitled to the Regional Tax Refund (paid to ESU Venezia while enrolling) *

FIRST YEARS	FOLLOWING YEARS	FUND	DELIVERY
30%	70%	Fund constituted by the total amount of Regional Taxes paid by the students and received by ESU Venezia	1 st installment: DECEMBER 2023 2ND installment: JUNE 2024
30%	70%	Regional additional resources	Upon receipt of the fund
30%	70%	State supplementary fund	Upon receipt of the fund

The refund of the annual academic costs and fees is competence respectively of Accademia or Conservatorio.

To Non-EU students enrolled in a first year of *Laurea Triennale* (Bachelor Degree) or *Laurea Magistrale* (Master Degree), an amount of scholarships not exceeding the 5% of the total fund that can be delivered to all students enrolled at a first year is allocated.

The amounts will be credited directly to the bank account declared when applying.

Detailed timing and mode will be communicated through the e-mail address declared by students when applying.

15.4 – WORSENING OF THE ECONOMIC CONDITIONS DURING THE YEAR

Students who are granted a reduced scholarship amount, and whose economic situation has worsened compared to the situation they had during the time of application, can provide appropriate documentation to authorized CAFs, no later than 31 May 2024, giving notice to the *Benefici* Office in the interest of obtaining an increase of the scholarship amount that will be balanced with the second installment.

15.5 – DEGREE AWARD

Students enrolled in the Academy of fine Arts or Music Conservatory, who graduate for each of the two course levels, within the intended program duration (by the third year for the *Laurea Triennale* and by the second year for the *Laurea Magistrale*) will benefit from a scholarship integration equal to the half of the scholarship received in the last academic year **according to the fund availability** remaining after the payment of the scholarship to the last eligible student in the ranking.

15.6 – COMPATIBILITY WITH OTHER SCHOLARSHIPS

Students granted with other scholarships, in addition to the regional one, of any source, Italian or foreign, public or private, shall opt for only one of them, excluding the scholarship integration for the international mobility.

During the application phase, students shall indicate their intention to apply for other scholarships.

Regional scholarships are incompatible with other scholarships for similar purposes.

By law, for accommodation purposes, the reduced rate is not applied to students granted with a different scholarship than the regional one.

15.7 – PUBLICATION OF RANKING LISTS

Scholarship Rankings (*Accademia di Belle Arti* and *Conservatorio di Musica*) will be published by:

RANKINGS	PUBLICATION DATE
PROVISIONAL ONES	31 October
FINAL ONES	30 November

15.7.1 – RANKING LIST FORMATION

By law, ranking lists are drawn up using the following criteria:

ENROLLED STUDENTS	FORMATION
FIRST YEAR OF ANY DEGREE LEVEL	In decreasing order based on the ISEE.
FOLLOWING YEARS TO THE FIRST	In decreasing order based on a merit coefficient (that considers the number of credits and grades). In the event of a tie, the positions are determined according to the economic conditions.

15.7.2 – SCHOLARSHIP PAYMENT

The scholarship granted using the Regional Tax fund is delivered in two half-yearly installments:

FIRST INSTALMENT	by 15 December
SECOND INSTALMENT FOR STUDENTS ENROLLED IN FOLLOWING YEARS	by 30 June
SECOND INSTALMENT FOR STUDENTS ENROLLED IN A FIRST YEAR	At the attainment of at least 20 credits achieved by 10 August 2024.

15.7.3 – PUBLICATION OF SCHOLARSHIP RANKING LISTS

Provisional and final results of the competition are published by ESU and made available on the website www.esuvenezia.it

The results are published following the dates listed on the ATTACHMENT A – Deadlines of the call.

The publication and any other communication about the call will be made based on legal regulations about the protection of privacy. For this reason, at the registration moment on the application portal, students are given an individual “code” used on the ranking.

In the Students Personal Area on the portal SOL, it is possible to check any ranking variation.

15.8 - SUSPENSION OF THE SECOND INSTALMENT OF THE SCHOLARSHIP FOR STUDENTS ENROLLED IN A FIRST YEAR

To students enrolled at a first year in any level degree programme at Accademia or Conservatorio, the second instalment will be granted just in case they earn at least 20 credits at the date of 10 AUGUST 2023.

15.9 – SCHOLARSHIP REVOCATION FOR DEFICIENCY OF REQUIREMENTS (ENROLLED 1ST YEAR BACHELOR/MASTER)

To students enrolled in a first year, the scholarship is REVOKED if they do not earn 20 credits by 30 November 2023.

Following the revocation, these students will be forced to refund the benefits consumed, returning to ESU Venezia:

1. The scholarship.
2. The quotas of eventual services used at full rate. As regards to the accommodation service: Rate E (see table “Accommodation Service Rates”) and as regards the canteen service: all meals consumed for free (or at the lowest rate of 2.90 euros): Rate B.
3. the Regional Tax (previously reimbursed to all students eligible for scholarship).

15.9.1 – SCHOLARSHIP/ACCOMMODATION REVOCATION FOLLOWING TAX AUDITS

ESU Venezia is required to conduct random checks on at least 20% of students eligible for the benefit; these checks can be carried out subsequently to the scholarship payment in collaboration with the financial police.

The untruthfulness of what has been stated exists both in the case of the student getting a benefit while not eligible or getting a benefit of a higher “value”.

“False statements” calls for the application by law of administrative, pecuniary, and penal sanctions.

In the event of false statements on the economic conditions:

- if students, following the recalculation of the income/assets and financial indicators, are found to have received a scholarship amount exceeding the due one, but within the ISEE and ISPE caps, they lose partially or completely the received benefits and shall be required to return the scholarship partially or completely and to refund the consumed benefits to the actual cost (Rate B for the eaten meals and Rate B for the possible accommodation);
- if students, following the recalculation of the income/assets and financial indicators, are found not complying with the self-declared requirements and conditions (even just one of them), like exceeding the income caps, will undergo, in addition to the scholarship/benefits revocation and return, an administrative sanction of an amount twice as much the scholarship/benefits received and the exclusion from the competitions for the entire duration of studies.

In this case, students shall also return the Regional Tax, the university tuition, and all other benefits (such as, for example, the international mobility integration) received in the academic year under investigation.

In addition, for the investigation of the false statement cases, 50.00 euros cost refund, in favour of ESU Venezia, is also required.

The competent court for the possible disputes will be no other allowed than the Venice one.

15.10 – LOSS OF STUDENT STATUS/UNIVERSITY CAREER – SCHOLARSHIP RETURN

Students whose university career decays, shall return the scholarship on the condition that the 5-year period of limitation, by law, has not passed.

15.11 – OTHER IMPORTANT NOTES

The suspension of the scholarship's second tranche and the scholarship cancellation are not applicable to disabled students.

Students shall give timely notice to ESU Venezia of any event with relevance for the scholarship allocation/revocation.

Unused regional resources for the 2022/2023 international mobility will be destined to the 2023/2024 scholarship competition.

15.12 – SCHOLARSHIP INTEGRATION – INTERNATIONAL MOBILITY CONTRIBUTIONS

An integration to the scholarship for a participation in an international mobility program, financed with funds of the Veneto Region or ESU Venezia, is granted, for once in the entire academic career, to Accademia and Conservatorio students eligible for scholarship.

This contribution can be granted also to students who do not apply for the scholarship due to economic conditions exceeding the requirements, if their ISEEU and ISPEU do not exceed the 40% of the caps too.

Priorities in the contribution allocation are as follows:

A	Eligible (non-winner) students to the regional scholarship
B	Regional scholarship winners
C	students who meet the merit requirements and do not exceed the 40% of the ISEEU and ISPEU caps set for the regional benefits application.

The ranking for the contribution allocation will be only drawn up according to the merit criteria.

Integration amounts

A and B categories (regional scholarship winner or eligible students)	Integration of € 500.00 per month for up to 10 months (depending on the actual period of the stay in the host country).
C category (Students who meet the merit requirements and do not exceed the 40% of the ISEEU and ISPEU caps set for the regional benefits application.)	Integration of € 125.00 per month Integration of € 500.00 per month for up to 10 months (depending on the actual period of the stay in the host country).
Refund of travel allowance cost (round-trip)	<ul style="list-style-type: none"> • Up to a maximum amount of € 100.00 for the European countries • Up to a maximum amount of € 500.00 for non-European countries

The integration is delivered as follows:

40%	before the program starts
60%	At the end of the mobility period only after verification of the achievement of the program results. In case of failure to comply with these results, the entire amount granted shall be returned to ESU Venezia and will increase the international mobility fund for the following academic year.

16 – PRIVACY AND DATA PROTECTION POLICY PURSUANT TO EUROPEAN REGULATION N. 679/2016 - “GDPR” (GENERAL DATA PROTECTION REGULATION)

ESU A.r.d.s.u. di Venezia is the controller of the personal data processing, in carrying out its activity places the utmost attention to its user’s safety and confidentiality of personal data. ESU Venezia will collect the student’s data in compliance with the GDPR.

16.1 – CONTACT DETAILS

Contact information, as the data controller, and the Data Protection Officer (DPO) are as follows:

A.R.D.S.U. – ESU di Venezia

Administrative headquarters: Venezia, Dorsoduro 3439/A

Tel: 0412727112 – e-mail: segreteria@esuvenezia.it

"D.P.O." (Data Protection Officer - *Responsabile della protezione dei dati*)

e-mail: dpo@esuvenezia.it

If you wish to ask any questions on the processing of your personal data by us, you may use the following email address: segreteria@esuvenezia.it, or call us at 041.2727112.

ATTACHMENTS

- A. DEADLINES FOR APPLICATIONS, DATES OF RANKING LISTS PUBLICATION, DATES OF ACCOMMODATION ASSIGNMENTS.
- B. ACCOMMODATION SERVICE RATES
- C. GENERAL REGULATION OF THE ACCOMMODATION SERVICE
- D. SAFETY REGULATION
- E. APPENDIX A: costs/repairs list in the University Residences and Affiliated Apartments.