



***SINGLE CALL FOR TENDERS FOR THE  
AWARD OF  
SCHOLARSHIPS AND ACCOMMODATION  
PLACES  
A.A. 2021/22***

***Decision of the Special Commissioner No. 23 of 30 June 2021  
Determination of the Director of the Administrative Service n. 410 of 9  
July 2021***



## DATES TO REMEMBER

|  |                              |
|--|------------------------------|
| Start of online procedure for the submission of the application for scholarships and accommodation places  | 12 July 2021                 |
| Deadline for the online submission of the application for scholarships and accommodation places  | 26 August 2021 time<br>13:00 |
| Publication of provisional rankings for scholarships and accommodation places  | 14 September 2021            |
| Opening of applications for review against the provisional rankings for scholarships and accommodation places  | 14 September 2021            |
| Deadline for submission of applications for review against the provisional rankings for scholarships and accommodation places and renunciation of the accommodation places awarded | 23 September 2021<br>13:00   |
| Publication of the final rankings for the assignment of accommodation places   | 5 October 2021               |
| Publication of the final rankings awarding scholarships  | 29 October 2021              |
| Deadline for online entry of the IBAN code of scholarship beneficiaries for payment of the first installment by December   | November 22, 2021            |
| Deadline for online entry of PEC account address of scholarship beneficiaries for communications from the Authority and payment of the first installment by December               | November 22, 2021            |
| Deadline for payment of the first installment of the scholarships to enrolled students   | 31 December 2021             |
| Deadline for declaration of off-site status of scholarship beneficiaries   | January 31, 2022             |
| Deadline for conversion of scholarship and accommodation place application from 'Bachelor first supplementary year' to 'first master's degree year' and vice versa                 | 15 March 2022                |
| Deadline for online entry of the IBAN code of scholarship beneficiaries  | 31 March 2022                |
| Deadline for online entry of PEC account of scholarship beneficiaries for communications from ERSU   | 31 March 2022                |
| Deadline for communication of data of University enrolment   | 31 March 2022                |



|   |                  |
|---|------------------|
| Deadline for entering data necessary for the provision of the degree award  | 10 April 2022    |
| Authorization final payment of scholarship to students enrolled in subsequent years and students with disabilities  | 30 June 2022     |
| First deadline for submission of a self-certification on the achievement of 20 credits for final scholarship payment to first year students   | 10 July 2022     |
| Authorization final scholarship payment to first year students  | 31 July 2022     |
| Deadline for submission of a self-certification on the achievement of 20 credits attained by 30 November 2022 for final scholarship payment to first year students                                    | 10 December 2022 |
| Deadline for submission of request of a three months extension (for serious and documented reasons) for the achievement of the 20 credits needed for final scholarship payment to first year students | 10 December 2022 |



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## SINGLE CALL FOR COMPETITION FOR THE AWARD OF SCHOLARSHIPS AND ACCOMMODATION PLACES ACADEMIC YEAR 2021/22

### CHAPTER I Recipients

#### Art. 1 - Recipients

Students who register for the A.A. can access the benefits referred to in this call 2021/22, within the permitted terms:

1. at the University of Cagliari, at the following programmes:
  - a) bachelor degree;
  - b) single-cycle master's degree;
  - c) two-year master's degree;
  - d) specialization Schools (with the exception of those of the medical area referred to in the Legislative Decree 4 August 1999, n. 368). Those enrolled in specialization Schools can access the benefits only if they attend a compulsory school for the exercise of the profession (eg. School of Specialization Legal Professions);
  - e) PhD activated pursuant to Legislative Decree 3 July 1998, n. 210, article 4. Those enrolled in PhD programmes apply for accommodation places and scholarships, provided that they are not beneficiaries of the scholarship provided by the University, based on ministerial fundings or on funds from public or private institutions;
2. at the Pontifical Theological Faculty of Sardinia;
3. at the Higher Institute of Religious Sciences in Cagliari;
4. at the State Conservatory of Music of Cagliari, for programmes of:
  - (a) a three-year period of the first level;
  - (b) a two-year period of the second level;
5. at the Scuola Superiore per Mediatori Linguistici "Verbum".

**Participation in the competition is also allowed to those who are waiting for the results for the entrance tests or the achievement of the title necessary for registration. Students who intend to enroll in the first year of the aforementioned programmes can submit the application for participation in the competition also if waiting to complete the registration for one of the aforementioned**



**programmes of study. Failure to complete the registration must be promptly communicated to the Right to Study Office.**

Applicants must meet the requirements relating to economic status, merit and university career as provided for in Articles 2, 3 and 4 of this notice.

Students with a recognized disability of no less than 66% must meet the requirements relating to economic condition, merit and university career provided for in Articles 2, 3 and 5 of this call.

## CHAPTER II REQUIREMENTS FOR ACCESS

### Art. 2 - Economic requirements

Students' economic conditions are identified on the basis of the indicator of the equivalent economic situation (ISEE) in accordance with the current legislation<sup>1</sup>, with specific reference to the benefits for the right to university study. They are also identified on the basis of the indicator of the equivalent assets situation (ISPE) pursuant to Article 5 of the Prime Minister Decree of 9 April 2001.

In accordance with current legislation, the Unique Substitute Declarations (DSUs) submitted in 2020 expired on 31 December 2020 therefore all students have to submit a new valid ISEE certificate, even if the income and asset situation has not changed.

For the purpose of issuing the ISEE certificate, the Unique Substitute Declaration, complete with the framework relating to the benefits for the right to university study, must be presented at a Tax Assistance Center (CAF), or completed online by accessing the INPS website [www.inps.it](http://www.inps.it), by the deadline of **26 August 2021 at 13:00, under penalty of** exclusion from the benefits.

The students' indicators are identified through a valid ISEE certificate relating to the income produced and the assets owned in 2019.

The aforementioned certificate must bear the words "*It applies to facilitated benefits for the right to university study*" ("**Si applica alle prestazioni agevolate per il diritto allo studio universitario**") and must not contain annotations of the Revenue Agency relating to omissions/discrepancies, **under penalty of exclusion.**

<sup>1</sup> Regulation referred to in D.P.C.M. 5 December 2013, n.159, D.M. 7 November 2014; D.M. 138 of the 13th April 2017, Legislative Decree 15 September 2017 n. 147, D. L. 28 January 2019 n.4, converted with L. 28 March 2019 n. 26, D.L. n.101 of 3 September 2019, converted with L. of 2 November 2019, n. 128.



The indicators of the economic and assets situation for all students, including students with disabilities, must not exceed the following limits, under penalty of exclusion from the competition:

|                         |                       |
|-------------------------|-----------------------|
| <b>ISEE</b>             | <b>23,626.32 euro</b> |
| <b>ISPE<sup>2</sup></b> | <b>51,361.58 euro</b> |

For the sole purpose of ascertaining the requirements for the maintenance of benefits, ERSU will deduct, in the manner provided for by art. 4, paragraph V of the Prime Minister Decree n.159/2013, from the ISEE value detected by a valid certificate, the amount received as scholarships in the year 2019, which must be declared in the Unique Substitute Declaration (DSU) presented for the purpose of issuing the calculation of the ISEE. The amount of the scholarship to be indicated in the DSU is contained in the Unique Certification relating to the amounts paid in this capacity in the year 2019 (CU 2020), issued by the paying body<sup>3</sup>.

## 2.1 Definition of family for ISEE purposes

The family unit of the declarant consists of the subjects belonging to the family according to the official documents of the relevant registry on the date of submission of the Unique Substitute Declaration. Students are part of the family unit of their parents even if they don't live with them, pursuant to article 8 of the Prime Minister Decree n.159/2013.

The ISEE certificate referring only to a student (not the family) is only allowed in the case in which the student is financially independent.

The status of an independent student, whose household does not take into account the members of the family of origin, is recognized if he/she possesses both of the following requirements:

- residence outside** of the housing unit of the family of origin for at least two years previous to the date of submission of the application, in accommodation not owned by a member of the family;
- official employee salary or similar**, for at least two years, of no less than 6,500.00 euros (total for each year), with reference to a family of one person.

If applicants do not have both requirements listed above, their household is integrated with their family of origin and the incomes are added up for the purpose of

<sup>2</sup> The Indicator of the Equivalent Financial Position (ISPE) is given by the ratio between the Balance Sheet Indicator (ISP) and the equivalence scale (SE) indicated in the attestation ISEE.

<sup>3</sup> Students who have received the scholarship from the ERSU of Cagliari will have to download the CU 2020 from the Student Portal.





calculating the ISEE, therefore the income earned by the members of the aforementioned family must also be indicated in the ISEE certificate.

For the composition of the family unit of those enrolled in PhD programmes, please refer to the provisions of art. 8 paragraph 4 of the aforementioned Prime Minister Decree n.159/2013.

Married students who do not have an adequate capacity for personal income, can be considered independent if their income, added to the income of the spouse, is no less than 6,500 euros per year and the requirement of residence outside the housing unit of the family of origin is also met, otherwise the student must also indicate in the ISEE certificate the income received by the members of the family of origin.

## 2.2 Cases of a family unit consisting of a single student

A person in personal coexistence, that is, cohabiting for religious reasons, care, assistance, military, punishment and the like, constitutes a family unit in their own right<sup>4</sup>.

Students who do not qualify to be considered independent within the meaning of the second paragraph of article 2.1 above, may in any case submit an ISEE certificate relating to their economic condition, if they are orphans of both parents.

## Art. 3 - Merit requirements for students enrolled in the first year

Without prejudice to the provisions of the last paragraph of Article 1:

- For those enrolled in the first year of degree programmes, of single-cycle master's degrees and of upper three-year period of the first level of the State Conservatories of Music of Cagliari, regular enrollment in the study programmes is required.
- For those enrolled in the first year of the two-year master's degree programmes and of the upper level of the two-year programme of the State Conservatory of Music of Cagliari, regular enrollment in study programmes and the possession of 150 university credits (ECTS) are required.

For those enrolled in the first year of the aforementioned programmes of study, the merit is evaluated at a later time, so the beneficiary student must pass at least 2 annual exams or 20 ECTS by the date of 30 November 2022, under penalty of revocation of the benefit.

The merit criteria relating to the withdrawal of the benefit does not apply to students with disabilities enrolled in the first year.

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<sup>4</sup> Art.3 of the INPS circular n.171 of 18/12/2014.



For those enrolled in the first year in specialization and PhD programmes, regular enrolment in the programmes is required.

#### **Art. 4 - Merit requirements for those enrolled in years subsequent to the first**

The year of the programme considered for admission and for inclusion in the ranking is determined by the years of university career starting from the first enrollment, even in the case of passage to a different degree programme or transfer from another University. Therefore, in such cases, the number of credits necessary to take advantage of the benefits is calculated on the basis of the years of career elapsed from the year of first enrolment, taking into account the years of enrolment relating to the programme of study attended before a passage or transfer. The credits validated in the new programme of study are valid for the purpose of access to this competition as long as they are related to courses provided for in the study plan of the new degree programme.

For students repeating the same year of a programme, the number of ECTS or annuities required in point 4.1 or 4.2 is calculated with reference to those required for each year, starting from the year of first absolute enrolment to a programme of the same level, also including the academic years repeated.

The periods of interruption of studies for the performance of civil service, for causes of serious and prolonged infirmities duly documented, for the year of birth or adoption of a child, are not taken into account for the purpose of assessing career and merit, if formally recognized by the University and the other Institutes referred to in art. 1 of this notice.

#### **4.1 Students enrolled in years following the first to the degree programmes activated pursuant to the university reform referred to in the ministerial decrees of 3 November 1999, n. 509 and 22 October 2004 n. 270, and in programmes activated in implementation of Law no. 508 of 21 December 1999.**

Those enrolled (also in part-time mode) in the years following the first of the degree programmes referred to in article 1, must have obtained, by 10 August 2021, a number of ECTS not lower than what specified in table A1, distinguished by year of study programme, and be admitted to attendance to the year of the programme for which they request the benefits.

**Table A1**  
**Minimum number of ECTS requested by 10 August 2021**



### Three-year degree programmes

| Year of study programme | 1st year | 2nd year  | 3rd year  | 1st year oc |
|-------------------------|----------|-----------|-----------|-------------|
| Required ECTS credits   |          | <b>25</b> | <b>80</b> | <b>135</b>  |

### Single-cycle master's degree programmes

| Year of study programme | 1st year | 2nd year  | 3rd year  | 4th year   | 5th year   | 6° e 1° oc | 1° oc      |
|-------------------------|----------|-----------|-----------|------------|------------|------------|------------|
| Required ECTS credits   |          | <b>25</b> | <b>80</b> | <b>135</b> | <b>190</b> | <b>245</b> | <b>300</b> |

### Two-year master's degree programmes

| Year of study programme | 1st year | 2nd year  | 1st year oc |
|-------------------------|----------|-----------|-------------|
| Required ECTS credits   |          | <b>30</b> | <b>80</b>   |

For the second year of university career, in addition to the possession of the aforementioned ECTS, the satisfaction of any training/educational obligations is required, where provided for at the time of admission to the programmes.

**The ECTS are only valid if recognized for the programme of study for which the students request the benefit, even if different from that of the previous year.**

#### Credits relating to:

- **partially validated exams, for which a further integration of training ECTS is required for the final grade;**
- **exam modules for which the final test has not been passed;**
- **training placements not yet completed on 10 August 2021;**
- **integrated courses if all the provided modules have not been taken;**
- **extra exams, not useful for obtaining the title;**
- **exams validated in a previous career following renunciation of studies and re-registration in the first year of the new programme; the foreclosure is valid for the year following (or the years following) the validation and for a number of career years equal to those validated<sup>5</sup>.**

<sup>5</sup> "For example:

- validated examinations relating to the first year will not be taken into account for participation in the competition for the second year of career;



**This foreclosure does not apply in relation to educational credits obtained in the new career on completion of a partially validated exam.**

### **Bonus**

To achieve the merit requirements, students can use, in addition to the ECTS actually achieved, a "bonus" accrued on the basis of the year of the programme attended, in the manner indicated in table A2:

**Table A2**

| Second year         | Third year<br>(only if not used in the second year) | Subsequent Years<br>and second level programmes<br>(only if not used in previous years) |
|---------------------|---|---|
| <b>5 ECTS bonus</b> | <b>12 ECTS bonus</b>                                | <b>15 ECTS bonus</b>  |

The portion of the "bonus" not used in the reference academic year can be used in subsequent ones.

It is specified that unused bonus shares cannot be combined. The total or partial use of the bonus prevents from accruing the bonus provided for the following years of career<sup>6</sup>.

To achieve the merit requirements for the two-year master's degree programmes, students can use the bonus accrued and not used in the three-year degree programme. This provision does not apply to those enrolled in master's degree programmes from the old academic systems.

Those enrolled in the years subsequent to the first of the specialization and PhD programmes must meet the requirements for admission provided for by the respective university systems.

### **4.2 Students enrolled in the years following the first of the programmes not activated pursuant to the university reform referred to in ministerial decree 3 November 1999, n. 509.**

For those enrolled in the years following the first of the programmes not activated pursuant to the university reform, the exams are evaluated in terms of annuality: the exams with a six-monthly value are considered 1/2 years; those with annual value are

- validated examinations relating to the first and second years will not be taken into account for participation in the competition for the second and third years, and so on."

<sup>6</sup> "For example: the student or student who used n.2 ECTS of the bonus available in the second year, can only use the remaining portion of the bonus, equal to n. 3 ECTS, for the continuation of the university career, and will not accrue the bonus of 12 ECTS provided for the third year"



considered equal to 1 year; biennial and three-year ones are considered respectively 2 and 3 years.

Those enrolled in these programmes must have passed, by 10 August 2021, the minimum number of annualities indicated in Table A3 and be admitted to the attendance of the year of the programme for which they apply for the benefits.

**Tabella A3**  
**Minimum number of annualities required by 10 August 2021**

| Code |           | Study programme | Year of Study programme |    |    |    |    |    |                 |                 |
|------|-----------|-----------------|-------------------------|----|----|----|----|----|-----------------|-----------------|
| Fac  | Programme |                 | 2                       | 3  | 4  | 5  | 6  | 7  | 1 <sup>oc</sup> | 2 <sup>oc</sup> |
| 97   | 02        | Theology        | 7                       | 13 | 18 | 24 | 27 | 31 | 35              | 49              |

Only for the programmes referred to in article 4.2 the exams, provided for by the approved official or personal study plan, whose mark is expressed in thirtieths and which are formally recognized for the final evaluation, are valid. Supernumerary exams, suitability tests and interviews are not valid.

The Office will carry out the annual evaluation of the exams declared by the student, conventionally attributing a value of 0.25 annuality to 1 ECTS.

In the case of transition from a study programme of the old academic system, referred to in point 4.2, to a bachelor degree and master's degree programme and in the event that the University has not reformulated in terms of ECTS the educational systems in force and the careers of students already enrolled, the merit requirements for access to the benefits are those indicated in Table A3; these requirements are only applied for the year in which the transition from a programme to the other is made and for the following year.

### **Art. 5 - Merit requirements for students with disabilities enrolled in years following the first**

Merit requirements for students with a recognized disability of no less than 66%, enrolled in years following the first, are more favorable. Merit requirements provided for by art. 4 of this notice are reduced<sup>7</sup> and established as defined in points 5.1 and 5.2 below. Unless otherwise provided in terms of assessment of merit, reference is made to the content of art. 4.

<sup>7</sup> Art.14 paragraph 2 and 5 of the Prime Ministerial Decree of 9 April 2001



**5.1 Students with disabilities enrolled in the years following the first of the degree programmes activated pursuant to the university reform referred to in ministerial decrees 3 November 1999, n. 509 and 22 October 2004 n. 270, and to the programmes activated in implementation of Law 21 December 1999 n. 508.**

Students with disabilities, enrolled in years following the first of the programmes activated pursuant to the aforementioned ministerial decrees<sup>8</sup>, must be in possession, **by 10 August 2021**, of a number of ECTS not lower than what specified in Table B1, distinguished by year of programme and be admitted to the attendance of the year of the programme for which they request the benefits.

**TABLE B1 - Students with disabilities**  
**Minimum number of ECTS credits requested by 10 August 2021**

***Three-year degree programmes***

| <i>Year of study programme</i> | <i>1st year</i> | <i>2nd year</i> | <i>3rd year</i> | <i>1st year oc</i> | <i>2nd year oc</i> |
|--------------------------------|-----------------|-----------------|-----------------|--------------------|--------------------|
| <i>Required ECTS credits</i>   |                 | <b>15</b>       | <b>48</b>       | <b>81</b>          | <b>114</b>         |

***Single-cycle master's degree programmes***

| <i>Year of study programme</i> | <i>1°</i> | <i>2°</i> | <i>3°</i> | <i>4°</i> | <i>5°</i>  | <i>6° e 1°oc</i> | <i>1°oc</i> | <i>2°oc</i> |
|--------------------------------|-----------|-----------|-----------|-----------|------------|------------------|-------------|-------------|
| <i>Required ECTS credits</i>   |           | <b>15</b> | <b>48</b> | <b>81</b> | <b>114</b> | <b>147</b>       | <b>180</b>  | <b>213</b>  |

***Master's degree programmes***

| <i>Year of study programme</i> | <i>1°</i> | <i>2°</i> | <i>1° oc</i> | <i>2°oc</i> |
|--------------------------------|-----------|-----------|--------------|-------------|
| <i>Required ECTS credits</i>   |           | <b>18</b> | <b>48</b>    | <b>81</b>   |

<sup>8</sup> Ministerial Decrees 3 November 1999, n. 509 and 22 October 2004 n. 270, and Law n.508/ 1999



## 5.2 Students with disabilities enrolled in years following the first to the programmes not activated pursuant to the university reform referred to in ministerial decrees 3 November 1999 n. 509 and 22 October 2004 n. 270.

Students with disabilities enrolled in years following the first of the programmes not activated pursuant to the ministerial decrees mentioned above<sup>9</sup> must be in compliance, **by 10 August 2021**, with the merit requirements set out in Tables B2 and B3.

The Office will carry out the annual evaluation of the exams declared by the student, conventionally attributing to 1 ECTS a value of 0.25 annualities.

**TABLE B2- Scholarship**

**Evaluation in annualities to be obtained by August 10, 2021**

| Code |           | Study Programme | Year of study programme |    |    |    |    |    |      |      |
|------|-----------|-----------------|-------------------------|----|----|----|----|----|------|------|
| Fac  | Programme |                 | 2°                      | 3° | 4° | 5° | 6° | 7° | 1°oc | 2°oc |
| 97   | 02        | Theology        | 1                       | 6  | 11 | 15 | 19 | 24 | 29   | 37   |

**TABLE B3 - Accommodation places**

**Evaluation in annualities to be obtained by August 10, 2021**

| Code |           | Study Programme | Year of study programme |    |    |    |    |    |      |      |      |
|------|-----------|-----------------|-------------------------|----|----|----|----|----|------|------|------|
| Fac  | Programme |                 | 2°                      | 3° | 4° | 5° | 6° | 7° | 1°oc | 2°oc | 3°oc |
| 97   | 02        | Theology        | 1                       | 5  | 10 | 14 | 18 | 19 | 24   | 32   | 43   |

## Art. 6 - Use and duration of benefits

Benefits are granted **for the first achievement of a degree** of each of the study levels and for only one time for each year and Study Programme, in the following ways:

- 1) for those enrolled in a degree programme and in the upper three-year period of the first level of the Conservatory, for a period of seven semesters starting from the year of first enrollment; and for a further semester only for housing services;
- 2) for those enrolled in the two-year master's degree programmes and the second-level upper two-year programme of the Conservatory, for a period of five semesters starting from the year of first enrollment; and for a further semester only for housing services;
- 3) for those enrolled in single-cycle master's degree programmes, for a period equal to the duration provided for by the respective educational systems plus one

<sup>9</sup> Ministerial Decrees 3 November 1999, n. 509 and 22 October 2004 n. 270, and Law n.508/ 1999



- semester, starting from the year of first enrolment; and for a further semester only for housing services;
- 4) for those enrolled in PhD and specialization programmes, for a period of time equal to the duration provided for by the respective educational systems, starting from the year of first enrolment;
  - 5) for those enrolled in programmes activated before ministerial decree no. 509 of 3 November 1999 for a number of years equal to the legal duration of the programmes plus one from the year of first enrolment; only for housing services for a further year.

Students with a three-year degree, who enroll in a single-cycle master's degree programme, can take advantage of the benefits starting from the fourth year of the single-cycle master's degree programme, provided that they have not used it in the seventh semester of the three-year degree programme (in the latter case, they are entitled to take advantage of the benefits starting from the fifth year of the single-cycle master's degree programme).

In case of renunciation of studies and re-enrolment, students may participate in the competition provided that they have returned, in full and before submitting the application, the sums had as scholarships and the amount corresponding to the value of the services actually benefitted for the same or subsequent years of career.

In the event that the benefits have been provided by another body for the right to study, students must prove, through appropriate documentation, the return of what has been received in the years of their career object of the renunciation of studies.

### **Art. 7 - Use and duration of benefits for students with disabilities**

For students with disabilities enrolled in programmes activated pursuant to ministerial decrees 3 November 1999, n.509 and 22 October 2004 n. 270, the duration of granting benefits is nine semesters per degree programmes, seven semesters for master's degree programmes and fifteen semesters for single-cycle master's degree programmes; for a further semester for housing services only.

For students with disabilities enrolled in the programmes of the State Conservatory of Music, the duration of granting benefits is nine semesters for the programmes of the upper three-year period of the first level, seven semesters for the upper two-year period of the second level; limited to housing services for a further semester.

For students with disabilities enrolled in the programmes activated before the university reform referred to in ministerial decree 3 November 1999, n. 509, the benefits are granted for a number of years equal to the legal duration of the





programmes plus two, with reference to the first year of enrollment. The housing service is granted for an additional year.

## CHAPTER III PROCEDURE

### Art. 8 - Criteria for the formulation of ranking lists

#### 8.1 General rankings

The E.R.S.U. formulate separate rankings for scholarships and for accommodation places according to the following methods:

- 1) for those enrolled in the first year, through the approval of three distinct rankings of the eligible, differentiated by programme level:
  - 1st level (bachelor's degree, single-cycle master's degree);
  - 2nd level (master's degree);
  - 3rd level (specialization and doctorate).

These rankings are defined in ascending order on the basis of the student's ISEE. With the same economic requirements, the younger age constitutes a preferential title;

- 2) for those enrolled in years following the first of all programmes, through the approval of merit rankings drawn up on the basis of the self-certifications presented by the students, distinguished by year of enrolment and study programme of, and for students enrolled at the State Conservatory of Music of Cagliari and to PhD programmes, distinguished by year of enrolment, evaluating as a priority the number of ECTS or annual exams passed, and subsequently the average of the marks reported weighted on the ECTS system. With the same merit, the position in the ranking is determined on the basis of the student's ISEE. With the same economic requirements, younger age constitutes a preferential qualification.

#### 8.2 Rankings of students with disabilities

Two rankings are drawn up:

- 1) for students with disabilities enrolled in the first year, a single ranking list is drawn up taking into account, as a priority, the percentage of disability; in the event of a tie, the criteria laid down in Article 9.1 of this notice is applied;



- 2) for students with disabilities enrolled in the following years, a single ranking is drawn up taking into account the percentage of disability as a priority; in the event of a tie, the ratio between the number of annualities or ECTS passed by the date of expiry of the call and the number of annualities in the official study plan for the years preceding the year to which the application relates, or ECTS to the extent of 60 for each year attended  $[\text{total ECTS}/60 \times (\text{year of enrollment} - 1)]$  is applied; the denominator is increased by two years or 10 ECTS for the second supplementary year  $[\text{Total ECTS}/(60 + 10) \times (\text{year course} - 2)]$  and three years or 15 ECTS for the third year out of course  $[\text{total ECTS} / (60 + 15) \times (\text{year of enrollment} - 3)]$ .

In the event of a further parity, the ISEE is taken into account and, finally, the younger student precedes.

Benefits are allocated on the basis of the funds and the number of accommodation places available, as contained in Articles 16 and 23 of this notice.

## **Art. 9 - Methods and deadline for the submission of the application for participation in the competition**

To fill in the application form for participation in the competition, students must access their reserved area of the Students Portal from the website [www.ersucagliari.it](http://www.ersucagliari.it).

**Please note that to access the Students Portal:**

- non-accredited students must be in possession of SPID credentials (at least level 2) or Electronic Identity Card (CIE);
- already accredited students can use the credentials already issued (User code and password), which remain valid until September 30, 2021.

Until further notice, the accreditation procedure to the Portal can be carried out, without the use of SPID or CIE credentials, by students who on the date of submission of the application:

- are minors;
- do not have Italian citizenship and are not in possession of a valid Italian identity document.

To participate in the competition, students must fill in the appropriate format for the A.Y. 2021/22 in their reserved area of the Students Portal, starting from July 12, 2021. The application must be sent exclusively through the aforementioned online procedure



by **13:00 on 26 August 2021**, accompanied by the documentation provided for in **this notice, under penalty of exclusion.**

After the deadline it will no longer be possible to access the system for filling in the application, nor can any incomplete applications be completed and sent after the aforementioned deadline.

Students who have already completed and submitted the application can make changes and corrections to the same until the deadline. For the purposes of inclusion in the ranking list, the last application submitted will be taken into account. It is not possible to modify the application after the deadline **of August 26, 2021 hours 13:00** and paper applications are not accepted.

At the end of the online procedure, the system automatically generates the application receipt, which is made available within the following 24 hours. The receipt is also generated as a result of modification of the application.

#### **Art. 10 – Certified electronic mail address of the student**

All students who are beneficiaries in the final rankings, must indicate in their reserved area of the Students Portal a certified e-mail address (PEC), at which to receive communications relating to them in the context of this call for competition.

The certified e-mail box must be in the name of the person concerned.

This fulfillment is mandatory for the provision of the benefit also to students already accredited on the Portal in previous years.

#### **Art. 11 - Submission of online applications and requested data**

To fill in the application for participation in the competition students must follow the **"Guide to the procedure for online compilation"** published on the website of this Institution.

To participate in the competition for the award of the scholarships, students must fill in the appropriate form in the Benefits area of the Students Portal, selecting the item "Scholarship". If the application has not been submitted with the compilation of the aforementioned form, it will not be possible to request admission to the competition through a request for review against the provisional rankings.

To participate in the competition for the assignment of accommodation places, students must fill in the appropriate form in the Benefit area of the Students Portal by selecting the item "Accommodation place". If the application has not been submitted with the compilation of the aforementioned form, it will not be possible to request admission to the competition through a request for review against the provisional rankings.



### **11.1 General data for the submission of the online application:**

The application for participation in the competition must contain all the personal data, the data on merit and the university career of the student. It must also contain the details of the ISEE certificate issued for the purpose of detecting the economic and financial conditions of the student's family or of the income declaration submitted for the purpose of issuing the aforementioned certificate.

### **11.2 ISEE certification:**

The ISEE certificate must be issued with the criteria provided for by the legislation currently in force on ISEE<sup>10</sup>, and must specify that it applies to benefits for the right to university study in favor of the student concerned.

If the conditions provided for by current legislation have been met, in the presence of events that have led to a significant change in the income of their family, students can request the "Current ISEE" certificate from a CAF, which must be issued by the deadline for the submission of the application provided for by this call.

In the application for participation in the competition, the details of the protocol indicated in the ISEE certificate must be entered by the student.

The E.R.S.U. will acquire the indicators of the equivalent economic and financial situation and the other data necessary for the assessment of the economic and financial conditions of the students' family, contained in a valid ISEE certificate, by accessing the INPS database.

After completing and sending the competition application, students can view, by accessing their reserved area of the Portal, in the "ISEE Certificates" section, the certificates referring to them, which are acquired from the INPS database. In the presence of several certificates, for the purpose of evaluating the income requirements provided for by the call, the Certificate with the words "CONSIDERED" is the one taken into account. On the same page of the portal it is indicated if it is an ordinary ISEE (not eligible for participation in this call) or an ISEE valid for university, and if in the certificate there are annotations of the Revenue Agency. Students are required to verify the correctness of the certificate issued by the INPS: if an attestation for ordinary or annotated ISEE is acquired, the interested party must take action in a short time to request an ISEE certificate in compliance with the provisions of this competition notice

<sup>10</sup> Regulation referred to in D.P.C.M. 5 December 2013, n.159, D.M. 7 November 2014; D.M. 138 of the 13th open the 2017, D. Lgs. 15 September 2017 n. 147, D. L. 28 January 2019 n.4, converted with L. 28 March 2019 n. 26, D.L. n101 of 3 September 2019, converted with L. of 2 November 2019, n. 128.



(ISEE for the right to study, and without annotations), which the ERSU will acquire directly from the INPS database.

If the interested parties, despite having submitted the Unique Substitute Declaration (DSU) to a CAF or to the INPS for the purpose of issuing the ISEE 2021 certificate, are not yet in possession of the latter at the time of filling out the online application, near the expiry of the terms for participation in the competition can indicate in the online application the details of the protocol of the receipt of presentation of the DSU.

For this purpose, the ISEE certificates acquired from the INPS database on **8 September 2021** are considered valid, without prejudice to the presentation of a DSU for the issue of ISEE 2021 by the deadline of the call.

If, as a result of the checks carried out by this Institution in the INPS database, there is no valid ISEE certificate attributable to the student who completed the online application indicating only the details of the receipt of the Unique Substitute Declaration, the student is **excluded** from the provisional ranking, without prejudice to the provisions of the following article 15.2 for cases in which the presentation of the request for review is allowed.

### **11.2.1 Independent Student ISEE Attestation**

Students who declare to be independent from the family of origin, must have, at the time of submission of the Unique Substitute Declaration (DSU) for the purpose of issuing the ISEE certificate:

- 1) tax documents (CUD, UNICO or other documentation) proving the possession, for at least two years prior to the application (2019 and 2020), of an income from employment or similar of no less than 6,500.00 euros per year with reference to a family of a person;
- 2) documentation proving residence, for at least two years up to the date of submission of the application, in accommodation not owned by a member of the family of origin (certificate of historical residence).

In the absence of even one of the aforementioned requirements, students cannot be considered independent and must present an ISEE certificate with their family of origin.

Students who are in one of the situations indicated in art. 2.2 (orphans, persons in registered cohabitation), must indicate this condition when submitting the online application in the Students Portal.

### **11.2.2 Economic and financial status of foreign nationals**

For foreign students, the economic and patrimonial condition is assessed on the basis of the documentation issued by the competent authorities of the country where the income was produced, translated into Italian and legalized by the Italian diplomatic authorities competent for the territory.



In the event of concrete difficulties encountered in the country of origin, the issue of the required documentation may be requested to the foreign diplomatic and consular representations in Italy. The document can be legalized at the Legalization Office of the Prefettura.

The income and capital indicators are calculated on the basis of the income earned in 2019 by each member of the students' household and 20% of the assets held at 31 December 2019, at the average exchange rate of foreign currencies. Real estate owned on 31 December 2019 are valued only in the case of buildings and considered on the basis of the conventional value of € 500.00 per square meter.

The income and capital indicators are determined in relation to the parameter of the equivalence scale calculated in relation to the number of members of the household.

To this end, the documentation must indicate:

- the composition of the household;
- the amount and type of income received by the household in 2019;
- the amount and type of assets owned by the household in the year 2019.

Those who are unable to produce documentation relating to the income and assets of the year 2019, can take advantage of the possibility of presenting documentation relating to the income received and the assets owned in 2020.

Foreign students with income produced abroad have to request the calculation of the equalized ISEE/ISPEU to a CAF affiliated with the ERSU, for the assessment of the economic and patrimonial condition on the basis of the aforementioned documentation. Contact one of the following authorized centers:

- 1) CAF ACLI based in Cagliari in viale Marconi n. 4 – Tel. 070 454180  
email: [ersucagliari@acliservicesardegna.com](mailto:ersucagliari@acliservicesardegna.com);
- 2) CAF UCI, based in Cagliari in via Dante n. 178 – Tel. 070 5921726  
email: [caf.inteamcagliari@gmail.com](mailto:caf.inteamcagliari@gmail.com).

The aforementioned documentation must be uploaded to the Students Portal by 13:00 on 26 August 2021, under penalty of exclusion from the provisional ranking and produced at the CAF affiliated with the ERSU of Cagliari for the purpose of determining the income indicators.

For students from developing or particularly poor countries, as per D.M. n. 156 of 12/02/2021<sup>11</sup>, the assessment of the economic condition is carried out<sup>12</sup> on the basis of

<sup>11</sup> Afghanistan, Bangladesh, Benin, Bhutan, Burkina Faso, Burundi, Cambodia, Central African Republic, Chad, Comoros, Congo Democratic Republic, Djibouti, Eritrea, Ethiopia, Gambia, Guinea, Guinea Bissau, Haiti, Kiribati, Korea Dem. Rep., Lao People's Democratic Republic, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Rwanda, Sao Tome & Principe, Senegal, Sierra Leone, Solomon Islands, Somalia, South Sudan, Sudan, Tanzania, Timor-Leste, Togo, Tuvalu, Uganda, Yemen, Zambia, Zimbabwe.

<sup>12</sup> Art.13 paragraph 5 of the Prime Ministerial Decree of 9 April 2001



a certification of the Italian Embassy/Consulate in the country of origin that certifies that the student does not belong to a family known to be of high income and high social level. Alternatively, the aforementioned certification can be issued by the Italian bodies authorized to provide a guarantee of economic coverage. In this case, the body that issues this certification expresses a declaration of commitment to the possible return of the scholarship on behalf of the student in case of revocation.

Foreign students who receive income in Italy or whose household resides or receives income in Italy must comply with the provisions for Italian citizens.

For students recognized as stateless persons and political refugees, only income and assets held in Italy are taken into account. They must upload to the Students Portal the certificate attesting to the status of stateless person or political refugee or subject to international protection issued by the competent office of the Italian Ministry of Internal Affairs or by the United Nations High Commissioner.

The economic and patrimonial condition of these students is assessed according to the procedures provided for by art. 2 of this notice.

For the calculation of the income and capital indicators, interested parties must submit the request by 13:00 on 26 August 2021, under penalty of exclusion from the competition by contacting the offices of the CAF affiliated with ERSU for the release of the equalized ISEEU/ISPEU, which will subsequently be acquired from the INPS database.

If the calculation of the equalized ISEEU/ISPEU, requested by 13:00 on 26 August 2021, has not been acquired by 8 September 2021, the student will be excluded from the provisional ranking, subject to the submission of a request for review.

### **11.3 Specific procedures for the submission of the online application for accommodation places or accommodation subsidy:**

As better specified in article 24 of this notice, at the time of submission of the online application for accommodation, students can choose between rooms located in the buildings specified in this notice, or an accommodation subsidy with the methods indicated in the annex "Methods of assignment of the accommodation place".

#### **The choice is irrevocable and immutable.**

Students with disabilities equal to or greater than 66% have to express their preference with respect to rooms or accommodation subsidy. The assignment of the available rooms is carried out automatically in the places reserved for them at the Students House in via Trentino.

### **Art. 12 – Specific procedures for the upload to the Students Portal of data relating to merit and documents, for students with disabilities or**



## **with the status of Sardinian emigrant, spouse, child or descendant of Sardinian emigrant still residing outside the regional territory.**

### **12.1 Self-certification of merit**

Those enrolled in years following the first of a degree programme must verify, before filling out the online application, the registration of the exams taken and provided for by their study plan.

Students enrolled in years following the first must declare all credits or annualities actually attained by the date provided for by Article 4 of this call (10 August 2021).

ECTS and annualities that are not yet registered by the Faculty Students Office, provided that they are actually obtained on the date of submission of the application, may be declared in the appropriate section when filling in the form on the Students Portal.

Calculation of the weighted average is carried out taking into account all the exams with a mark expressed in thirtieths.

Subsequent checks on the years of career and on the date of actual achievement of the ECTS and self-certified annualities declared with the submission of the application, are carried out ex officio with the acquisition of data from the University and from the other Institutes referred to in article 1 of this call.

In case of discrepancy between the credits or annualities self-certified by the student and the results of the checks carried out ex officio, the lower figure is taken into account.

### **12.2– Certification relating to the condition of disability**

For the purpose of inclusion in the reserved ranking, students with disabilities have to upload to the Students Portal a readable scan of the certification issued by the Medical Commission of the Health Authority which they pertain to, with the indication of the degree of disability, by 13:00 of August 26, 2021.

### **12.3– Certification relating to the status of Sardinian emigrant, spouse, child or descendant of Sardinian emigrant still residing outside the regional territory**

Students with the status of Sardinian emigrant, spouse, child or descendant of Sardinian emigrant still residing outside the regional territory, for the purpose of inclusion in the reserved ranking, have to upload to the Students Portal appropriate documentation drawn up in the form of self-certification certifying this status, by 13:00 of 26 August 2021.

## **Art. 13 - Examination of applications and preparation of provisional rankings**





The Right to Study Office proceeds to the examination of the applications acquired online and the documentation submitted, in order to draw up the provisional rankings.

At this stage, if material errors and inconsistencies are found in the declarations submitted by competitors, the Office may request further appropriate documentation from them, with a view to correcting those declarations.

Students who have completed the online application by 26 August 2021 indicating only the details of the receipt of presentation of the Unique Substitute Declaration (DSU) for which the ERSU have not been able to acquire a ISEE certificate valid pursuant to article 2 paragraphs 3 and 4 of this call from the INPS database, will be excluded from the rankings.

If the ISEE certificate acquired from the INPS database is valid but does not apply to the benefits for the right to university study, or contains annotations relating to omissions/discrepancies detected by the Revenue Agency, students are eligible with a suspended result in the provisional rankings and may submit a request for review in the manner indicated in Article 15.2.

#### **Art. 14 - Execution times of the procedure (Law n.241/90)**

The following execution times of the procedure are foreseen:

1. **on 14 September 2021** the provisional rankings are approved and published.  
The rankings can be consulted on the E.R.S.U. website [www.ersucagliari.it](http://www.ersucagliari.it) and in the reserved area of the Students Portal. The rankings of students with disabilities are available only to interested parties on the Students Portal<sup>13</sup>.
2. **by 13:00 on 23 September 2021** interested parties can submit online, through the Students Portal, motivated and documented requests for review of the rankings.
3. Approval and publication of the final rankings for the allocation of **accommodation places or accommodation subsidies and the order of their assignment**, will be made by **5 October 2021**. The rankings can be consulted on the website of the E.R.S.U. [www.ersucagliari.it](http://www.ersucagliari.it) and in the reserved area of the Students Portal. The rankings of students with disabilities are available exclusively to interested parties<sup>14</sup> on the Students Portal.
4. approval and publication of the **final rankings for the award of scholarships**, will be carried out by **29 October 2021**. The rankings are available on the ERSU website [www.ersucagliari.it](http://www.ersucagliari.it) and in the reserved area of the Students Portal. The

<sup>13</sup> Art. 6 III comma del Legislative Decree no. 196/2003 "Code regarding the protection of personal data"

<sup>14</sup> Art. 6 III comma del Legislative Decree no. 196/2003 "Code regarding the protection of personal data"



rankings of students with disabilities are available exclusively to interested parties<sup>15</sup> in the reserved area of the Students Portal.

Applying students are required to verify the accuracy of their personal data reported in the provisional and definitive rankings and to promptly report to the E.R.S.U. any inaccuracies found in relation to their personal data, income, university career and merit. The benefit unduly received in the absence of a timely notification of inaccuracies will be revoked and the sums collected and the amount corresponding to the value of the services actually used, equivalent to the scholarship, must be returned.

Any changes in the year of career, which occur after the approval of the final rankings, must be promptly reported, for the purpose of revaluing the practice and any repositioning in the ranking.

Interested parties may submit a hierarchical appeal to the Director General of the E.R.S.U. of Cagliari within 30 days of the publication of the final rankings.

Against the final rankings, judicial and administrative appeals provided for by law, may be undertaken.

The person in charge of the administrative procedure is Grazia Medda, Head of the Right to Study Office, Corso Vittorio Emanuele 68, Cagliari, tel. 070/20191.

## Art. 15 - Results of the rankings and requests for review

### 15.1 Provisional rankings

In the **provisional rankings**, the applicant may be:

- **ELIGIBLE**: the student has the requirements set out in the call and must wait for the publication of the final rankings to verify the attribution of the benefit;
- **ELIGIBLE WITH SUSPENDED OUTCOME**: following the verification carried out in the INPS database, the student appears to be in possession of an ISEE certificate that does not apply to the facilitated benefits for the right to university study in favor of the interested party or containing annotations relating to omissions/discrepancies detected by the Revenue Agency;
- **NOT ELIGIBLE**: the student does not meet the requirements of the call or has committed material errors in the compilation of the application or yet, following the verification carried out in the INPS database, he/she does not appear to be in possession of an ISEE certificate issued pursuant to Article 2, paragraphs 3 and 4 of this notice;

Students with disabilities without the requirements for access to the general ranking are excluded in the aforementioned ranking and will be included in the specific ranking if in possession of the requirements set out in this notice in articles

<sup>15</sup> Art. 6 III comma del Legislative Decree no. 196/2003 "Code regarding the protection of personal data"



2 and 5. Therefore, they must consult this last ranking, by accessing the Students Portal with their credentials, to verify their actual position.

## 15.2 Requests for review

In relation to the results of the provisional rankings, interested parties may submit a request for review of the application by accessing the "Ranking outcome" section from their reserved area of the Students Portal, by **13:00 on 23 September 2021**, in order to:

- renounce the assignment of the accommodation place at the student's dormitories (or the accommodation subsidy);
- request the correction of tangible errors relating to data found in documents with a certain date prior to the deadline for the submission of the application;
- request the modification of the situation relating to economic and capital requirements, without prejudice to **the submission of a DSU for the issue of ISEE 2021 on the date of expiry of this call**. To this end, a valid ISEE certificate must be produced as an annex to the request for review, bearing the words "**applies to facilitated services for the right to university study**", which must not bear annotations relating to omissions/discrepancies detected by the Revenue Agency, under penalty of inadmissibility, or the DSU presented for the issue of the new ISEE 2021 certificate, for the modification of the resulting data in the provisional ranking. In the latter case, the ISEE certificates acquired from the INPS database on 28 September 2021 will be considered valid.

If the new ISEE certificate also contains annotations relating to omissions/discrepancies detected by the Revenue Agency and the student considers that the DSU presented is correct, he/she must produce with the request for review, together with the aforementioned ISEE certificate, the Unique Substitute Declaration that generated the different ISEE, and attach appropriate supplementary documentation to allow the Office to evaluate the completeness and veracity of the declaration in relation to the income elements that produced the discrepancy.

### During the review it is not possible to:

- request inclusion in the ranking list for the award of the scholarship, if the request for a scholarship has not been submitted by filling in the appropriate form by the deadline provided for in Article 9 of this notice;
- request inclusion in the ranking list for the assignment of an accommodation place or the replacement accommodation subsidy, if the request for accommodation has



not been submitted with the completion of the appropriate form by the deadline provided for in Article 9 of this notice;

- request the insertion or modification of the preferences relating to accommodation or the accommodation subsidy;
- request to supplement the application by declaring the data of the ISEE certificate from scratch, if the interested party was not in possession of a Unique Substitute Declaration for the issue of the ISEE 2021 at the time of submission of the competition application.

### **15.3 In the final rankings, the applicant may result as follows:**

- **BENEFICIARY:** the student has the necessary requirements as established by the call and has the right to take advantage of the required benefits;
- **ELIGIBLE:** the student has the necessary requirements as established by the call but cannot take advantage of the required benefits due to insufficient available funds;
- **NOT ELIGIBLE:** the student does not meet the requirements of the call, has not submitted the documentation required by the call, or has not remedied the material errors present in the application.

Students with disabilities who do not have the requirements for access to the general ranking are excluded from the aforementioned ranking and will be included in the specific ranking if in possession of the requirements set out in this notice in articles 2 and 5. Therefore, they must consult this last ranking by accessing the Students Portal with their credentials to verify the actual attribution of the due benefit.

## **Art. 16 - Allocation of accommodation places or accommodation subsidies and provision of scholarships**

### **16.1 – Allocation of accommodation places**

Within one month of the publication of the final rankings, the availability of housing services will be guaranteed to the beneficiary students. The allocation of the rooms is carried out automatically on the basis of the order of assignment, taking into account the preferences expressed when submitting the application for accommodation.

1. The order of assignment is determined as follows:

- a) students enrolled in years after the first are ordered in a single ranking, taking into account the following parameters:
  - coefficient of merit determined by the ratio between the number of credits obtained (or annual exams passed, for pre-reform programmes) and the



number of credits (or annual exams) according to the year of reference. The number of credits considered for the purposes of this calculation is 60 for each attended year. The coefficient of merit is obtained by dividing by 60 the number of training credits obtained for the second year of the programme, by 120 for the third year, by 180 for the fourth year (or first supplementary year of the three-year degree), by 240 for the fifth year, by 300 for the sixth year (or first supplementary year of the single-cycle master's degree programmes of five-year duration), by 360 for the first supplementary year of the master's single cycle degree programmes of six years. The formula is the following: "ECTS (credits obtained)/n. ECTS according to the year of the reference programme". For those enrolled in the second supplementary year (for pre-reform programmes) the number of annual examinations required for the calculation of the coefficient is increased by three;

- weighted average of the marks reported;
  - the indicator of the equivalent economic situation;
- b) students enrolled in the first year are sorted into a second ranking based on the economic indicator.
2. The allocation of housing (or replacement housing subsidy) takes place by elaborating the two rankings, with a ratio of one freshman student every three of subsequent years.

The order of assignment with the indication of the assigned rooms (or the replacement accommodation subsidy), drawn up by elaborating the final rankings, will be published by 5 October 2021 together with the aforementioned rankings and information relating to the times and methods of taking possession of the rooms.

For the procedures for assigning the rooms, please refer to the consultation of the appropriate Annex.

### **16.2 – Allocation of accommodation places to students with disabilities**

The allocation of accommodation places reserved to students with disabilities is carried out automatically before the publication of the general assignment order, taking into account the specific needs that they have to communicate to the competent housing office for the students dormitories in Via Trentino.

Due to the ongoing health emergency, which requires interpersonal distancing, no roommate can be assigned to students with disabilities.

### **16.3 – Reference to the housing regulations.**

With regard to the allocation and occupation of accommodation places, although not specifically governed by this call, beneficiaries are invited to consult the appropriate



regulations of the Students Houses and the related addendums, available on the website [www.ersucagliari.it](http://www.ersucagliari.it).

#### **16.4 – Allocation of accommodation subsidies**

The subsidies are assigned to the students who are beneficiaries in the final rankings of assignment of an accommodation place, based on the position of the student in the assignment order, in compliance with the sequence of preferences expressed, taking into account the availability of places or the resulting accommodation subsidy for this position.

Exchanges between accommodation and subsidies is not allowed.

The extraordinary nature of the accommodation subsidy, which replaces the accommodation place, does not imply, for the recipients of scholarships, the presentation of a regular lease for the confirmation of their status of off-site students.

The accommodation subsidy is a substitute for a room for the entire academic year, and is paid in two installments in the same way as for the payment of the scholarship, without prejudice to the actual availability of resources.

#### **16.5 – First installment grant**

The first installment of the scholarships to the beneficiary students who are regularly enrolled for the A.Y. 2021/22, will be paid by **31 December 2021**.

Beneficiary students enrolled in the first year of a programme, get an amount **equal to 35%** of the cash value of the awarded scholarship.

Beneficiary students enrolled in subsequent years of a programme, get an amount **equal to 50%** of the cash value of the awarded scholarship.

Students who have completed their university career by 30/11/2021 are not awarded the scholarship required for the A.A. 2021/22 for the aforementioned career.

All scholarship recipients must provide the Institution with the IBAN code of an account in their name, by accessing the Students Portal and filling in the appropriate field, to allow the acquisition of the amounts due by **November 22, 2021**.

All scholarship recipients must compulsorily provide the ERSU with the address of a certified e-mail box (PEC) in their name, by accessing the Students Portal and filling in the appropriate field of the registry by **22 November 2021** so that the payment of the first installment of the scholarship can be authorized. ERSU will send communications relating to the insolvency procedures (communications relating to measures taken against the individual student, such as checks on the possession of the requirements and revocation of benefits) to this email.

#### **16.6 Suspension of payment of the first installment of the scholarship and forfeiture**



Payment of the first installment of the scholarship is suspended in the following cases:

- To students who are not regularly enrolled for the A.Y. 2021/22, the first installment of the scholarship will be paid by April 2022, after the registration has been regularized, which must be communicated by 31 March 2022, by sending a ticket from the students' reserved area of the Students Portal, following the instructions of the Office, **under penalty of forfeiture of the benefit**. Students waiting for repêchage for enrollment in a degree programme, have to wait to be enrolled to send the aforementioned ticket. Students who do not communicate their registration are declared forfeited. It should be noted that the renunciation of the scholarship is irrevocable even in the event that the student subsequently perfects the enrollment following repêchage;
- Students against whom an economic assessment or merit procedure is underway, also relating to previous academic years, will have the payment of the scholarship suspended pending the conclusion of the procedure.
- To students who have not communicated on 22 November 2021, in the manner indicated above, the IBAN code necessary for accreditation, the first installment of the scholarship will be paid by April 2022. **Students who do not communicate their bank details by the deadline of 31 March 2022 are declared forfeited from the benefit.**
- Students who have not communicated the certified e-mail address (PEC) on 22 November 2021, in the manner indicated above, will be paid by April 2022, subject to verification of the communication of the PEC address by 31 March 2022.

### **16.7 – Second installment of the scholarship to students enrolled in years following the first and students with disabilities**

Payment of the second installment to the students actually enrolled for the A.Y. 2021/22 in a regular study programme in the years following the first and to students with disabilities, will be authorized by 30 June 2022, without the obligation to present **any self-certification of merit**, without prejudice to the acquisition of funds by the ERSU.

### **16.8 – Second installment of the scholarship to students enrolled in the first year**

Payment of the second installment to students enrolled in the first year of the first and second level degree programmes will be authorized, subject to the acquisition of funds by the ERSU:



- a) by 31 July 2022, if by 10 July 2022 they have self-certified on the Students Portal the achievement of 20 ECTS.
- b) by April 2023, to those who by 10 December 2022 have self-certified on the Students Portal the achievement of 20 ECTS by 30 November 2022.

This self-certification is required only from beneficiaries enrolled in the first year of the first and second level programmes (Bachelor, Master).

To this purpose, credits provided for the study programme to which students are enrolled in the year of achievement of the scholarship or for the one to which they enroll in the following year, even if different from the previous one, are considered valid.

For the achievement of the aforementioned ECTS the use of a bonus is not accepted. For this purpose, credits relating to the following are not allowed:

- partially validated exams, for which a further integration of ECTS is required for the final grade;
- exam modules for which the final test has not been passed;
- training internships not yet completed on the expiry dates indicated above;
- integrated courses if not all the modules provided have been passed;
- extra exams, not useful for obtaining the title;
- examinations validated in a previous career following renunciation of studies and re-registration in the first year of a new programme; the exclusion applies to the year following (or years following) validation and for a number of years equal to those validated<sup>16</sup>. With regard to partially validated exams, please refer to the provisions of Article 4 of this notice.

If by 30 November 2022 students enrolled in the first year have not obtained at least 20 ECTS, the scholarship will be revoked according to the procedures indicated in art. 27 of this notice.

For those enrolled in the first year of third level programmes, the payment of the second installment will be made if they meet the requirements for admission to the attendance of the second year of the programme.

Students with disabilities enrolled in the first year do not have to comply with the merit criteria relating to the payment of the second installment and the revocation of the benefit.

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<sup>16</sup> "For example:

- validated examinations relating to the first year are not taken into account for participation in the competition for the second year of career;
- validated examinations relating to the first and second years are not taken into account for participation in the competition for the second and third years, and so on."





## 16. 9 Payment notices and availability of amounts

Notices relating to the payments of the economic benefits are published on the institutional website <http://www.ersucagliari.it> and on the Students Portal.

Beneficiary students are required to periodically consult the ERSU website to find out about the dates of disbursement of the amounts in their favor.

**It should be noted that the period indicated for the authorisation of payments is understood as the date of adoption of the act by which the ERSU orders the payment. The actual availability of the sum on the students' accounts will take place in the following days, with variable timing depending on the crediting times of the banks.**

## CAPO IV SCHOLARSHIPS

### Art. 17 - Allocations and breakdown of grants

Scholarships are funded by:

- 1) revenue from the regional tax for the right to study paid by students;
- 2) resources of the Institution;
- 3) contributions assigned by the Sardinia Region in implementation of L.R. n.25/2002, which can be reported on the funds of the ESF OP programming 2014-2020;
- 4) share of the State Supplementary Fund for Scholarships.

The initial sum allocated from these funds to the A.A. 2021/22 is € 20,187,229.38 without prejudice to the verification of the actual availability of the same.

An increase in the allocation will be provided following the allocation of the State Integrative Fund for the year 2021 and if any additional sums become available during the year.

Pursuant to art. 16 of L.R. n. 7, 15.01.1991, 2% of the allocation is reserved for students in possession of the requirements of Article 2, letter a) and b) of the same law<sup>17</sup>, who have the requirements referred to in this notice.

<sup>17</sup> "The recipients of the measures provided for in this law are:

- a) those who were born in Sardinia, who have a permanent residence outside the regional territory and who retain Italian nationality, as well as spouses and descendants, even if not born in Sardinia, provided that they have at least one Sardinian parent;
- b) the children of citizens of Sardinian origin who retain Italian nationality;
- c) [omissis]."



Students with disabilities are reserved a share of the allocation, based on the portion disbursed with the regional funds, equal to € 250,000.00 - without prejudice to any increases - distributed according to the procedures indicated in the following paragraph of this article.

A share of 1/3 of the budget is reserved for first-year students. A share equal to 2/3 of the budget is allocated to students enrolled in following years. Any amounts not allocated for lack of entitled persons in one of the two categories will be distributed among those entitled in the other category. The proportion reserved for first-year students rests on the funding referred to in points 1, 2 and 4.

For students enrolled in the first year, the distribution of grants will be made in proportion to the number of eligible students present in the rankings referred to in Article 8.1 point 1) of this notice.

The allocation among students enrolled in years following the first will be made in proportion to the number of those entitled, on the basis of the final rankings, distinguished by year and study programme, ensuring the award of at least one scholarship for each year and study programme.

The award of scholarships is made on the basis of the aforementioned allocations. Any remaining sums will be assigned primarily to a same study programme, subsequently to the programmes of a same faculty, then to the rankings within which there is the rest of a higher amount with the exception of those enrolled in the first year, until the funds are exhausted.

If the amount allocated does not allow the award of a scholarship to all those entitled, the ranking will be scrolled down using the quota assigned with the allocation of the State Supplementary Fund for the year 2021 and any other resources that become available.

## Art. 18 - Grants

Scholarships are paid in money and services, to be used within the academic year.

The annual amount, paid in two installments, shall be as follows:

| <i>Status of students grant amount</i> | <i>Housing services (value 1,853.50 euros calculated over 11 months)</i> | <i>Canteen service (value 609.52 euros) 275 meals</i> | <i>Maximum amount in money</i> | <i>Minimum amount in money</i> |
|--|--|---|--------------------------------|--------------------------------|
| Max                                    |  |   |                                |                                |
| Off site<br>Euros <b>5,258.00</b>      | service value deducted from the scholarship                              | service value deducted from the scholarship           | Euros<br>2,794.98              | Euros<br>1,483.00              |



|                                    |  |   |                   |                   |
|------------------------------------|--|---|-------------------|-------------------|
| Off site<br>Euros <b>5,258.00</b>  |  | service value<br>deducted from<br>the scholarship | Euros<br>4,648.48 | Euros<br>2,324.24 |
| Commuters<br>Euros <b>2,899.00</b> |  |   | Euros<br>2,899.00 | Euros<br>1,483.00 |
| On site<br>Euros <b>1,982.00</b>   |  | 1 meal per day<br>in addition                     | Euros<br>1.982,00 | Euros 991.00      |

Students enrolled in the first supplementary year of the programmes specified in paragraphs 1, 2 and 3 of Article 6 of this notice and students with disabilities enrolled in the second supplementary year of the aforementioned programmes are assigned a scholarship for one semester only.

The status of student on site, commuter and off-site is determined according to the criteria provided for by the following art. 19.

Failure to present a self-certification of the status of off-site by 31 January 2022 determines the attribution of the status of commuter, the recalculation of the money value of the scholarship for the payment of the second installment and the loss from that date of the right to have free meals.

The maximum amount in money of the grant is paid to students whose University Equivalent Economic Situation Indicator (ISEE) is less than or equal to € 15,750.88 (equal to two thirds of the limit indicated in Article 2 of the competition notice). For higher ISEEs, the amount in money is reduced proportionately up to the minimum amount<sup>18</sup>.

For students receiving scholarships and accommodation places, the amount in money of the grant remains unchanged in the event of forfeiture or non-use of the accommodation and of renunciation of the accommodation place, if it is submitted after the deadline for the submission of applications for review of the provisional rankings (23 September 2021, 13:00).

Students receiving scholarships who become holders of accommodation during the year keep the assigned scholarship but will be required to pay the fee for the period of use of the service, at the rate of € 169.00 per month, regardless of the range to which they belong to and the type of room.

<sup>18</sup> Resolution G. R. n. 35/32 of July 9, 2020.



**The scholarship is exempt from income tax<sup>19</sup> but must be declared for the purpose of calculating the ISEE in the manner indicated by Prime Minister decree n.159/2013.**

### **Art. 19 - On site, commuter and off-site status**

For the purpose of granting on site, commuter and off-site status, the following criteria is established:

- a) Students attending university in **Cagliari** are considered on site ("**in sede**") if residing in the municipalities of Cagliari, Assemini, Decimomannu, Elmas, Monserrato, Quartucciu, Quartu S. Elena, Selargius. They are considered "**commuters**" if they reside in the municipalities of Capoterra, Dolianova, Maracalagonis, Monastir, San Sperate, Sarroch, Serdiana, Sestu, Settimo S. Pietro, Sinnai, Soleminis, Ussana, Uta, Villa S. Pietro.
- b) Students who attend the detached headquarters of **Nuoro** are considered "**in sede**" if residing in the municipalities of Nuoro and Oliena. They are considered "**commuters**" if they reside in the municipalities of Dorgali, Fonni, Galtelli, Mamoiada, Oniferi, Orani, Orgosolo, Orotelli, Orune, Ottana and Sarule.
- c) Students who attend the detached office of **Oristano** are considered "**in sede**" if residing in the municipalities of Oristano, Arborea, Baratili, Cabras, Milis, Nurachi, Ollastra, Riola Sardo, S.Vero Milis, Santa Giusta, Simaxis, Terralba and Zeddiani. They are considered "**commuters**" if they reside in the municipalities of Allai, Bauladu, Bonarcado, Fordongianus, Guspini, Marrubiu, Narbolia, Palmas Arborea, Seneghe, S. Nicolò Arcidano, Santulussurgiu, Siamaggiore, Siamanna, Siapiccia, Solarussa, Tramatzza, Uras, Usellus, Villanova Truschedu, Villaurbana and Zerfaliu.

Students belonging to a family that own properties for residential use in the city where the university structure attended is located and in the neighbouring cities/towns, independently of residence, are also considered on site.

**On-site** status is granted to students subject to restrictive measures of personal freedom.

#### **19.1 - Off-site students**

The status of off-site is recognized to students residing in municipalities other than those indicated above, provided that they live and pay a rent near the university headquarters in facilities of this Institution, accommodation of private individuals or other bodies for a period of no less than 10 months, or for a period of no less than 5

<sup>19</sup> Law 13 August 1984 n.476 and Circular n.109 / E of 06/04/1995 of the Ministry of Finance.



months if beneficiaries of a six-monthly scholarship as enrolled in the first year out of course.

In order to confer the status of off-site, when filling out the online application, students must declare their intention to rent accommodation near the university, using the accommodation places of the ERSU students houses or stipulating, within the first decade of December 2021, a rental contract with private individuals. **Students who, at the time of completion of the application, do not express the intention to rent accommodation near the university are assigned, for the purpose of determining the amount of the grant, the status of commuter.**

Students who are in the ranking as enrolled in a degree programme with a different location from the one actually attended, can submit a specific communication by sending a ticket on the Students Portal, indicating the location of the degree programme which they are enrolled to, by 10 November 2021, for the purpose of the correct attribution of the status.

Students who are beneficiaries of scholarships with the status of off-site, not beneficiaries of accommodation (or of the accommodation contribution granted in place of the accommodation place at the students dormitories) must confirm this status **by 31 January 2022**, by accessing the Students Portal and filling in the appropriate self-certification with the data relating to the rental contract stipulated.

Beneficiaries who do not submit the required self-certification within the aforementioned deadline are assigned the status of commuter ex officio for the purpose of determining the amount of the grant and the amount of money due with the second installment will be calculated in accordance with this status.

Foreign students whose family does not reside in Italy, are considered off-site regardless of their residence in Italy.

**If there are changes to the current legislation on the assignment and confirmation of the status of off-site, we will adopt the necessary acts to adapt this call to the new rules and to give information by publishing special notices on the official website of the ERSU.**

## Art. 20 - Degree award

Students holding a scholarship for the A.Y. 2020/21 in the last year of regular enrollment, who get the degree or master's degree within the duration provided for by the respective educational systems, benefit from a supplement to the scholarship equal to half of the amount of money received in the last year of the programme. This provision also applies to students who enrolled before the university reform.

If resources are not sufficient to allow the provision of the integration to all applicants in possession of the requirements referred to in paragraph 1, the integration will not be



recognized to students who have already benefited from it for a previous study programme.

For the purposes of this article, the normal duration of a study programme is increased by one semester for students who simultaneously access the programmes referred to in art. 3 D.M. n. 616 of 2017<sup>20</sup>.

To benefit from the integration, students who obtain a degree in the A.Y. 2020/21 must follow the indications that will be provided with a special notice to be published on the website of ERSU by March 2022.

If a student is a beneficiary of a scholarship for the current academic year as enrolled in the first supplementary year and gets the degree in the regular time for the study programme, the half-yearly installment received is converted into a degree award.

Students who are beneficiaries of an annual scholarship for the A.Y. 2021/2022 who graduate in advance of the legal duration of the programme, if regularly enrolled in the last year for the aforementioned academic year, will receive the entire scholarship and will be able to benefit from the degree award according to the provisions of this article. If, on the other hand, a student receiving an annual scholarship for the A.Y. 2021/2022 gets the degree in advance of the legal duration of the programme, within the extraordinary session of the A.Y. 2020/21, due to the lack of the requirement of registration for the A.Y. 2021/22 forfeitures the benefit assigned, but if the beneficiary of a scholarship in the A.Y. 2021/22, the half-yearly installment received is converted into a degree award and the second installment will not be paid.

## **Art. 21 - Scholarships and accommodation places for students of the first year of master's degrees or first supplementary year of the bachelor's degree**

Students receiving a scholarship and/or accommodation place (or accommodation subsidy) who obtain a bachelor's degree in the autumn or in the extraordinary session of the A.Y. 2020/21, whom the University of Cagliari allows enrollment, for the A.Y. 2021/22, in the first year of a master's degree programme, can convert the application submitted as enrolled in the first supplementary year, in a request for participation in the first year master's degree competition.

The number of accommodation places put up for competition shall be equivalent to the number of places which become available as a result of forfeiture of benefits of students who already hold accommodation and who obtain their degree by 28 February 2022.

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<sup>20</sup> Courses for the acquisition of 24 credits for participation in competitions for teaching in secondary school.



For inclusion in the ranking and for the attribution of benefits, reference will be made to the final rankings for scholarships and housing services first year – second-level degree programmes.

Students receiving a scholarship and/or accommodation place (or accommodation subsidy) as enrolled in the first year of the master's degree programme, who do not obtain the three-year degree by 28 February 2022, can convert the application submitted for this title in a request for participation in the competition for the first supplementary year of the three-year degree, if in possession of the merit requirements provided for by the call.

Requests for conversion of the application must be submitted through tickets on the Students Portal by **15 March 2022**.

## **Art. 22 - Exemption from fees and refund of the right to study regional tax**

**Students are required to pay the tuition fees and the regional tax for the right to study, according to the procedures and amounts provided for by the tuition fees regulation for the A.Y. 2021/22.**

The beneficiary and eligible students present in the rankings of scholarships, are exempt from the payment of the regional fee for the right to university study, the enrollment fee and the tuition fees<sup>21</sup>. The same are in any case required to pay the stamp duty provided for the completion of the registration.

**ERSU sends the data of the provisional and definitive rankings to the University and to the Institutes indicated in art. 1 to allow the application of the exemption to those entitled.**

The cases of exemption from the payment of the regional tax for the right to university study or provided for by current national and regional legislation are confirmed. The student secretariats ascertain the presence of the requirements for the exemption based on the self-certifications produced by the students.

Students exempted from paying the regional tax for the right to study for the A.Y. 2021/22 who have paid the tax in error, can request a refund.

The request for reimbursement of the regional tax paid for the A.Y. 2021/22 must be submitted by sending a ticket from the students' reserved area of the Students Portal by 30 April 2022, together with the following documentation:

- (a) proof of exemption from payment;
- (b) receipt of payment of the tax.

<sup>21</sup> Art. 9 comma 2 D. Lgs. n.68/2012.



**Requests for reimbursement for payments made in previous academic years will not be accepted.**

The amounts relating to the reimbursement will be disbursed by year 2022.

## CHAPTER V ACCOMMODATION PLACES

### Art. 23 - Housing services: admission to accommodation places

Students who attend programmes in Cagliari and who are not residents of the municipalities listed in art. 19 (a) can apply.

The applicant students must not belong to a family that owns a property for residential use in Cagliari or in the aforementioned municipalities.

### Art. 24 - Location and allocation of accommodation places and accommodation subsidies

The places for competition, in single room or double room temporarily assigned for single use, are distributed in the following housing structures:

| Location of accommodation places and number of accommodation subsidies          |           |                     |            |
|---|-----------|---------------------|------------|
| Seats   | single    | Double - single use | total      |
| Student House via Biasi   | 31        | 39                  | 70         |
| Student House via Businco   | 14        | 91                  | 105        |
| Student House via Trentino  | 38        | 95                  | 133        |
| Student House via Trentino (reserved for students with disabilities)            | 7         | 9                   | 16         |
| <b>Total accommodation places</b>   | <b>90</b> | <b>234</b>          | <b>324</b> |
| Accommodation subsidies (of which n. 9 reserved for students with disabilities) |           |                     | <b>280</b> |
| <b>Total accommodation places and accommodation subsidies</b>                   |           |                     | <b>604</b> |

Double rooms are assigned for single use for the persistence of the health emergency from COVID-19.





In order to allow renovation of the buildings in Via Biasi and Via Businco, different alternative housing solutions can be identified for students who have been assigned accommodation at one of these houses.

#### **24.1 – Accommodation subsidies**

As an alternative to accommodation places that are not assignable due to the protraction of the pandemic emergency, the allocation of an accommodation subsidy is foreseen for a number of students corresponding to the total number of places unavailable in the structures of ERSU (n. 280).

The accommodation subsidy, granted for the reduction of available places, is recognized in the amount of € 1,853.50.

#### **24.2 – Allocation of accommodation places and housing subsidies**

The available accommodation places and accommodation subsidies (not reserved for students with disabilities) are divided as follows:

- 2% is reserved pursuant to art.16 L.R. n.7/1991 to students born in Sardinia, who have a stable residence outside the regional territory and who retain Italian nationality, spouses, descendants, children of emigrant citizens of Sardinian origin who retain Italian nationality, in possession of the requirements of merit and income provided for in points 1.1 and 1.2;
- a share of 1 /4 is reserved for first-year students;
- students enrolled in the following years are reserved a share of  $\frac{3}{4}$ .

Allocation of accommodation places (in a double room) and accommodation subsidies for students enrolled in the first year will be made in proportion to the number of eligible students present in the rankings referred to in Article 8 point 1) of this notice.

The allocation of accommodation places, single rooms, and accommodation subsidies for students enrolled in years after the first is made in proportion to the number of those entitled on the basis of the final rankings, distinguished by year and study programme, ensuring the allocation of at least one accommodation place for each year and study programme.

After the assignment made with a reference proportional to the number of those entitled to it for each year and study programme, the remaining places are assigned primarily to the same study programme, then the same faculty, then to the rankings that have a higher percentage of unseated applications in relation to the assigned places.

The criteria for the allocation of rooms and accommodation subsidies are indicated in art. 16 of this notice of competition.

#### **24.3 – Accommodation places for students with disabilities and accompanying service**



Accommodation places put out to competition for students with disabilities (1 in a single room and 9 in a double room for single use) are located at the Students House in via Trentino.

Additional 6 places are available at the aforementioned structure, in specially equipped single rooms and for non-ambulatory students.

Students with disabilities are reserved 9 accommodation subsidies replacing rooms.

The aforementioned places and accommodation subsidies are divided between those enrolled in the first year and students enrolled in years after the first with the same criteria as for students in the general ranking.

Taking into account the protract health emergency linked to COVID 19, the accompanying service, configured as an experimental personal assistance service, is entrusted to competent and qualified economic operators. This service can be integrated with the employment of student collaborators drawn from the rankings of the University of Cagliari, for support activities for colleagues with disabilities equivalent to the so-called "prendiappunti" who serve at the SIA, aimed at improving the conditions of students with disabilities, according to the provisions of the Rectoral Decree rep. n. 922/2020 of 5/10/2020, with financial burden borne by the ERSU of Cagliari.

The transport service will be guaranteed, also through forms of collaboration with other Public Administrations, by public or private transport and with costs partially borne by the ERSU, with methods that will be communicated to the beneficiaries and limited to the movements necessary to go to the places where the educational activities or support teaching are carried out, or to the headquarters of ERSU.

#### **24.4 – Renunciation of the accommodation place after the deadline for the requests for review**

The amount of money assigned in the final rankings to the holders of the scholarship and accommodation place, already reduced by the value of the housing service, remains unchanged in case of renunciation of the accommodation place after the deadline provided for by article 15.2 for the submission of requests for review and in cases of forfeiture or non-use of the accommodation.

#### **Art. 25 - Validity of rankings and reallocation of accommodation places**

Rankings are valid until 31 March 2022.

If, at the end of the assignments, accommodation places become available, the procedure for confirming the interest in accommodation, under penalty of forfeiture of



the benefit, will be activated on the Students Portal, subject to publication of a specific notice on the website of this Institution.

The places that become available will be reassigned to those who have confirmed their interest in accommodation on the basis of a general parametric ranking of separate reassignment for members in the first year and enrolled in years after the first. These rankings will be published on the Students Portal.

There is no provision for the assignment of paid accommodation places to students who are not present in the rankings as a result of the competition procedure.

## Art. 26 - Amount of accommodation fees

The total cost of accommodation for students receiving a scholarship is covered by the part of the scholarship for the accommodation service and by a supplementary fee to be paid by this Institution.

Students holding accommodation places who participate during the academic year in international mobility programs, can request a refund of the portion of the accommodation service deducted from the scholarship, for the period of stay abroad under the conditions provided for in the regulations of the Students Houses, if they issue a special release for the use of the room by the ERSU during this period. In any case, requests for reimbursement will be accepted without prejudice to the availability of resources in the budget of this Institution, in proportion to the allocations provided for this purpose and for a maximum of six months.

The amounts of the monthly fees for students who are beneficiaries of accommodation but are not beneficiaries of a grant are as follows:

- a) first band: ISEE up to two thirds of the maximum reference limit provided for in Article 2 of this call (euro 15,750.88):

|                    |            |
|--------------------|------------|
| single room amount | euro 67,00 |
| double room amount | euro 53,00 |

- (b) second band: ISEE between two thirds and the reference threshold:

|                    |             |
|--------------------|-------------|
| single room amount | euro 107,00 |
| double room amount | euro 79,00  |

For students holding a scholarship granted by other bodies or institutions of an amount equal to or greater than the money amount of the ERSU scholarship (net of the canteen service only) provided for by this call for off-site students in the first ISEE band,



the amount of the monthly fee due is equal to € 169.00 regardless of the type of room assigned.

Students holding a paid accommodation place who participate during the academic year in international mobility programs and issue a special release for the use of the room by this Institution during their stay abroad, under the conditions provided for by the regulations of the Students Houses, are not required to pay the fee for this period for a maximum of six months.

For taking possession of the assigned accommodation, a deposit of 150.00 euros is required, which must also be paid by scholarship holders.

## CHAPTER VI LOSS OF BENEFITS

### **Art. 27- Grounds for revocation and incompatibility**

Students with a qualification of the same level or higher than the study programme for which they compete are excluded from the benefits.

Granting of benefits is subject to the declaration of the person concerned of the non-existence of debts towards the ERSU, the Regional Administration and its subsidiaries and investee companies, declared bad debts in the last five years or, in any case, not fully<sup>22</sup> recovered.

The right to benefits attributed by ERSU lapses in case of renunciation of studies and the student must return the sums received and the money equivalent to the services used for the aforementioned career.

The right to the benefits conferred by ERSU also lapses in the event of transfer to another university, if it is carried out during the same academic year, for which the student must return the sums received and the equivalent money of the services used.

Students who get the degree within the extraordinary session of the A.Y. 2020/21, must promptly notify the Right to Study Office of the achievement of the title and, due to the lack of the registration requirement for the A.Y. 2021/22, forfeitures the benefits obtained.

In case of forfeiture of benefits, the student must return the sums received and the money equivalent to the services used for the aforementioned career.

Failure to return the revoked scholarship or other economic outstanding to the ERSU constitutes grounds for non-admission to the benefits of this notice.

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<sup>22</sup> Art. 14 L.R. n.5 dell'11/04/2016



### 27.1- Scholarship

The grant is incompatible with other forms of contribution of a pecuniary nature, with the exception of contributions for participation in international mobility programmes. Students entitled to benefit to more than one form of assistance are required to exercise the option<sup>23</sup>.

Students receiving a scholarship awarded by other bodies for the legal duration of the study programme currently attended are excluded from the ERSU calls for scholarships for all the years of career of the aforementioned programme.

Students forfeit the assigned benefit if they do not provide by 31 March 2022:

- to communicate the completion of the registration in the cases and in the manner provided for by art. 16.5 of this call;
- to provide the ERSU with the IBAN code of an account of which the student is the holder, in the manner provided for by art. 16.4 of this notice.

### 27.2- Accommodation place

The right to accommodation lapses in the cases provided for by the Regulations in force for student houses.

Students who do not take possession of the accommodation place within 5 working days from the date indicated in the appropriate notice published at the same time as the order of assignment, forfeit the benefit.

In case of forfeiture of the right to accommodation, for exceeding the maximum number of days of absence, non-payment of the accommodation fees due, or in the other cases provided for by the Regulations of the students houses, students will not be allowed to participate in the call for competition for the assignment of the accommodation places for the following academic year.

The Regulations of the Students Houses provide for the hypotheses in which the application of disciplinary sanctions entails the loss of the right to obtain the benefit for the duration of the study programme or for shorter periods.

The accommodation place is incompatible with the performance of activities not allowed by the Regulations of the Students Houses.

## Art. 28 - Withdrawal of the scholarship

The scholarship is revoked to students enrolled in the first year of the first and second level degree programmes who, by 30 November of the year 2022, have not obtained at least 2 annualities or 20 ECTS, provided for the study programme in which they are

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<sup>23</sup> Art. 24 L. R. n. 37 del 1987



enrolled in the year of achievement of the scholarship or for the one to which they enroll in the following year, even if different from the previous one.

Merit criteria relating to the payment of the second installment and the revocation of the benefit do not apply to students with disabilities enrolled in the first year.

In the event of withdrawal, the sums received and the amount corresponding to the value of the services actually used must be repaid by 31/12/2023. On a motivated request, repayment in installments may also be allowed for a maximum of 10 monthly installments.

### **28.1 Request for extension of the deadline for obtaining merit**

In duly documented exceptional cases, such as: serious economic difficulty of the family (e.g. dismissal of one of the members of the family unit), change in the family situation (e.g. death of one of the parents), serious difficulty resulting from illness of the student or other member of the family unit, impossibility of taking exams not attributable to the student and documented by the University, the Director of the Service may grant an extension of up to three months for the achievement of the minimum levels of merit required to avoid revocation. To this end, students must submit a specific request by 10 December 2022.

### **Art. 29- University transfers**

Students who transfer from a university to another before the date of 26 August 2021, must submit the application for a scholarship and accommodation place to the university where they intend to transfer.

In the event of transfer from the University of Cagliari to another University after 26 August 2021 students lose the right to benefits provided by the E.R.S.U. of Cagliari.

Students who instead come from other Universities, transferred after 26 August 2021, are admitted to compete according to the criteria established by this call only if the documentation, transmitted by the institution of origin, arrives at E.R.S.U. of Cagliari before the deadline for the submission of applications for review of applications (24 September 2021) and if they have submitted the application for competition to the institution of origin by the deadline set by this call (26 August 2021, 13:00).

## **CAPO VII**

### **DATA PROCESSING AND VERIFICATION OF SELF-CERTIFICATIONS**



## **Art. 30 - Protection of persons and other subjects regarding the processing of personal data - Information pursuant to articles 13 and 14 of EU Regulation no. 679/2016 (GDPR)**

Request for access to services for the right to study, forwarded through self-certification, involves the transmission to ERSU of data related to the students and their family. The data is mainly intended for the processing of insolvency procedures, carried out by means of computer systems and is aimed at the formulation of rankings, the conferment of scholarships and accommodation places.

The data is processed in relation to legal obligations according to the regulations provided for by Legislative Decree 29 March 2012, n.68, by the Prime Minister Decree of 9 April 2001, and by L.R. n.37 of 14 September 1987.

The processing of particular categories of personal data is provided for in article 9 letter b) and g) of EU Regulation no. 679/2016 (GDPR).

The data is communicated, with appropriate procedures, to subjects for whom there is an obligation for communication by law or for the fulfillment of institutional purposes, such as: employees of the ERSU responsible for the procedure or involved for reasons of control and/or statistical research, to all entitled subjects, pursuant to law no. 241/1990 and subsequent amendments and additions, to other public entities for control and/or inspection purposes.

The data is also used for formal and substantial checks of the self-certifications produced and for this purpose can be communicated to the General Revenue Offices, the Tax Registry, the Tax Police, public and private banks, the University of Cagliari or other universities, municipalities, provinces, the Autonomous Region of Sardinia and other Italian Regions.

In implementation of D.M. 8 March 2013 "Definition of the methods of strengthening the ISEE control system", the data of the beneficiaries of the interventions for the right to study are transmitted electronically to the INPS for inclusion in the database of facilitated social benefits.

The data processed are not subject to transfers operating outside the EU territory.

The processing is carried out in an automated and/or manual form, with methods and tools aimed at guaranteeing maximum security and confidentiality. The personal data collected is stored in compliance with the principles of lawfulness, correctness and transparency, purpose limitation, data minimization, accuracy, limitation of storage, integrity and confidentiality and accountability in the manner provided for by art. 5 GDPR 679/2016.

The data provided in relation to requests for the provision of interventions for the right to study is kept indefinitely to allow checks relating to the assignment of benefits in any previous university careers.



With regard to the processing of data, the rights provided for by articles from 15 to 22 of EU Regulation no. 679/2016 (GDPR) are assured to the interested parties.

The Data Controller is E.R.S.U. Regional Institute for the Right to University Study of Cagliari in the person of the President pro tempore.

The Region of Sardinia is the data controller of personal data pursuant to article 24 of the GDPR with reference to the monitoring, verification and control activities provided for by the "Agreement for the financing of scholarships and support actions in favor of capable and deserving students without means, including students with disabilities – OP FSE 2014-2020 for the A.A. 2021/22", from the Manual of Procedures of the AdG for use by the Action Managers version 2.0 and from the Management and Control System (SI. GE.CO.) of por FSE 2014-2020 Version 3.0.

Data Protection Officer (DPO) is Dr Alessandro Inghilleri – [rpd@pec.regione.sardegna.it](mailto:rpd@pec.regione.sardegna.it); [rpd@regione.sardegna.it](mailto:rpd@regione.sardegna.it).

Data Processor is the Director of the Administrative Service.

Publication of the rankings takes place in compliance with the guidelines adopted on 15 May 2014 by the Guarantor for the protection of personal data and therefore the same **will not contain** the indication of the **ISEE and the merit of the students**. Only the names of the beneficiaries and excluded students with the relative year of career and study programme are made public through the institutional website of this Institution.

Interested parties can view their single position resulting in the ranking, with their own merit and income data, by accessing the Students Portal. Data on disability, merit and economic and financial indicators are only available to the interested parties.

In compliance with the regulatory provisions on the protection of confidentiality, the complete rankings with merit data and income indicators are available only upon presentation of a formal and motivated request for access to the documents, pursuant to article 22 of Law no. 241/1990, upon notice to the counter-interested parties.

The request for access to the documents must be submitted by PEC, registered letter or hand delivery to the Protocol Office of the ERSU, addressed to the General Management and the Legal Affairs and General Services Office of the ERSU of Cagliari.

### **Art. 31 - Verification of self-certifications**

The E.R.S.U. checks the veracity of the self-certifications sent, signed and produced by the students also with the method of verification with sample checks, which annually affect at least thirty percent of the eligible students and beneficiaries of the services.

In carrying out these checks, the E.R.S.U. may request appropriate documentation to demonstrate the completeness and veracity of the data declared.





The right to benefits is revoked if, during the check on the veracity of the self-certifications produced, a student is found not to be in possession of the required criteria of merit and income.

Verification of the income and asset data declared by the beneficiaries is foreseen, pursuant to art. 10 paragraph 1 of Legislative Decree 29 March 2012 n.68.

The ERSU can proceed, at any time, to the verification of the self-certifications produced by students to whom the benefit has been attributed<sup>24</sup>, according to the provisions of Article 71 of Presidential Decree 445/2000, and send to the competent Financial Offices the data of the aforementioned students, to allow the offices themselves further checks on the actual consistency of the family income.

If a student submits a declaration that does not correspond to the truth, in order to benefit from the interventions of this call, he/she is subject to an administrative penalty consisting in the payment of a sum of three times the amount received or the value of the services unduly used and loses the right to access the benefits of the Institution for the duration of the study programme, without prejudice in any case to the application of legal sanctions<sup>25</sup>, as well as criminal rules for the facts constituting a crime<sup>26</sup>.

For the methods of calculation and application of sanctions in the aforementioned cases, please refer to the "Regulation for the application of sanctions in case of revocation of scholarships and other benefits and methods of recovery of the paid sums", approved by the ERSU of Cagliari with resolution no. 7 adopted by the Board of Directors at the meeting of 2 March 2017.

## CAPO VIII

### NOTICES ON THE PROCEDURE AND INFORMATION ON THE SUBMISSION OF APPLICATIONS

#### **Art. 32 – Communications on the procedure**

Communications relating to the competition procedure concerning the individual student (ranking results, etc.) are made available in the reserved area of the Students Portal. Communications of the Institution published within the aforementioned reserved area are considered notified for all legal purposes, therefore students are required to periodically consult their own reserved area.

General notices are published on the institutional website of the Institution.

<sup>24</sup> Art.71 of Presidential Decree 445/2000

<sup>25</sup> Art.38, paragraph 3 of Legislative Decree no. 78/2010 converted into L.122/2010

<sup>26</sup> Art. 10 D. Lgs. 68/2012



Communications of the Institution relating to measures taken against the individual student, related to the checks on the possession of the requirements and the revocation of the benefits, take place through the certified e-mail address (PEC) indicated by the student when filling out the application for benefits, or subsequently inserted in the Students Portal in the manner indicated in article 16 of this call. These communications have to all intents and purposes legal value, in place of communication via postal service.

### **Art. 33 - Information**

For information and clarifications on this competition notice, interested parties must contact the Right to Study Desk, by contacting the number 070 66206405, or the toll-free number 800568100, at the following times:

- from Monday to Friday, from 9:30 to 12:30,
- Tuesdays from 15:30 to 17:30.

Interested parties may also, by accessing the Students Portal after accreditation, submit requests for information to the Right to Study Office through the "ticket" service active on the aforementioned Portal and view the response of the operators to the ticket sent. "Ticket" means the request for assistance and/or the communication of additional information to the ERSU traced by a special computer system present within the students' reserved area.

Personal data collected when requesting information is processed as required by art. 30 of this notice.

## **CAPO IX ADVERTISING, REGULATORY SOURCES AND REPORTING**

### **Art. 34 - Advertising**

This call is published on the website of the ERSU Cagliari: [www.ersucagliari.it](http://www.ersucagliari.it).

### **Art. 35 - Regulatory sources**

This notice is issued in accordance with the provisions established by Legislative Decree 29 March 2012, n.68, by the Prime Minister Decree of 9 April 2001, by L.R. n.37 / 1987, in implementation of the directives issued by the Region of Sardinia with resolution no. 23/11 of 22 June 2021, to which reference is made for what is not expressly provided for.



## Art. 36 – Reporting

The interventions, concerning the award of scholarships to the beneficiaries, provided by the E.R.S.U. of Cagliari, may be reported under the ESF 2014-2020, as provided for by the aforementioned deliberation of the Regional Council n.23/11 of 22 June 2021.

THE DIRECTOR OF THE ADMINISTRATIVE  
SERVICE  
F.to Dott. ssa Angela Maria Porcu



attachment

## METHOD OF ALLOCATION OF ACCOMMODATION PLACES AND ACCOMMODATION CONTRIBUTIONS A.Y.2021/22

### Step 1

#### **Classification of the rooms provided for in the call:**

A list of rooms has been prepared, classified on the base of the preferences expressed by students in the five-year period 2012-2016, based on the position held in the order of assignment during the allocation of accommodation places. The room that for several years was chosen first has the highest weight value, etc. The list with the ranking of rooms is published on the website [www.ersucagliari.it](http://www.ersucagliari.it).

### Step 2

#### **Manifestation of preferences**

The willingness to request the accommodation place at one of the students houses or, alternatively, the replacement accommodation subsidy, must be expressed at the time of submission of the online application for accommodation places: it is not possible to request, during the application for review against the provisional rankings, the modification of the declaration of not wanting the accommodation place. It is possible to renounce.

During the completion of the application, students must express their preference in relation to the assignment of the accommodation place at the students houses or the replacement accommodation subsidy.

Students who have indicated that they intend to use the accommodation place, can list up to 8 rooms of their preference, located in the different students houses, or in the same students house (it is possible to express less choices, or none and rely completely on the assignment of the office).



Additional preferences can be expressed in the same structure in addition to the first two rooms, indicating the same structure as a second choice, and possibly also as the third and fourth.

Preferences must be expressed sequentially with respect to the students houses (it is not possible to indicate as first choice a room in structure X, as a second choice one in structure Y and then again as a third choice one in structure X: structure X can be indicated as first and second choice, or as second and third, without interruption, indicating structure Y as third choice in the first case or as first choice in the second case).

### **The choice is irrevocable and immutable.**

If a student indicates a preference for a non-assignable room by type (double temporarily assigned for single use if the single room is due and vice versa), or the chosen room has subsequently become unavailable by chance (eg: unusability), the place will be assigned with the criteria described starting from point a.1) of phase 3.

Students with disabilities equal to or greater than 66% have to express their preference with respect to the rooms or the accommodation subsidy. The assignment of the available rooms is carried out automatically in the places reserved for them at the Students House in via Trentino.

### **Step 3**

#### **Allocation of the accommodation place or the accommodation subsidy**

The allocation of the accommodation place or the accommodation subsidy is carried out on the basis of **the position held by the student in the order of assignment**, in compliance with the sequence of preferences expressed, taking into account the availability of places or accommodation subsidies resulting for that position.

##### **1) Allocation of the accommodation place**

The allocation of the accommodation place takes place with the following criteria:

##### **1.1 In case of preferences expressed for different structures and rooms.**

##### **(a) Within the same structure, the following shall be carried out:**

- a.1) In compliance with the sequence of preferences expressed, the first available place is assigned among the rooms indicated within the same structure;



- a.2) if it is not possible to assign a place in any of the rooms indicated in the same structure, as they are no longer available, we proceed to identify a place available in the room with the highest weight value, on the same floor as the chosen rooms, always respecting the sequence of preferences expressed;
- a.3) if no place is available on the floors which the rooms for which a preference has been expressed belong to, the available place is assigned in the room with the highest weight value in the chosen structure;

**(b) Within the various structures, the following steps are taken:**

- b.1) if no place is available in the first chosen structure, the assignment is made to the next chosen structure, with the criteria described starting from point a.1);
- b.2) if a place has not yet been assigned, once the preferences expressed for the structures have been exhausted, a place is assigned in the room with the greatest weight value among those remaining available.

**1.2 In case of unexpressed preferences**

If a student has expressed the choice for the accommodation place but has not expressed any preference, the place in the room with the highest absolute weight value available among the structures is assigned.

**1.3 Unavailability of accommodation places**

In case of unavailability of accommodation places, the accommodation subsidy is assigned, even if this preference has not been expressed.

**2) Allocation of the housing subsidy**

The allocation of the accommodation subsidy is made **according to the position held by the student in the order of assignment** taking into account the availability of housing subsidies or accommodation places resulting for that position.

If accommodation subsidies are no longer available, a place is assigned in the room with the highest absolute weight value available among the structures, even if this preference has not been expressed.

**3) Students with disabilities equal to or greater than 66%:**



The allocation of accommodation places reserved for students with disabilities who have expressed the choice regarding the accommodation place, is carried out automatically before the publication of the general assignment order, taking into account the specific needs that they must express by contacting the Directorate of the Students House in Via Trentino.

If a student with disabilities has expressed the choice relating to the accommodation subsidy, the assignment is made according to the choice expressed, taking into account the resulting availability for this position. If accommodation subsidies are no longer available, a place is assigned in one of the reserved rooms at the Students House in via Trentino.

#### **Step 4**

##### **Publication of the assignment order**

The order of assignment, with the indication of the accommodation place or the accommodation subsidy assigned, is published at the same time as the final rankings for accommodation places.

#### **Step 5**

##### **Exchanges**

Exchanges between holders of accommodation places (in single or double temporarily assigned for single use) can be made before the occupation of the rooms.

Exchanges between rooms and assigned accommodation subsidies are not allowed.