

ISU BOCCONI
APPLICATION REQUIREMENTS AND REGULATIONS
SCHOLARSHIPS
CANTEEN SERVICE
BOCCONI UNIVERSITY
A.A. 2018-19

**TRANSLATION OF THE
FINAL ISU BOCCONI APPLICATION REQUIREMENTS AND REGULATIONS**

These application requirements and regulations are to be considered final unless further dispositions concerning the evaluation of the applicants' economic condition are issued by the relevant authorities.

In case of discrepancies between the Italian text and the English translation, the Italian version prevails.

Student Affairs Division
Fees, Funding and Housing Office

ISU Bocconi
Centro per il Diritto allo Studio Universitario



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CHAPTER I

ART. 1 - BENEFITS FOR THE RIGHT TO STUDY

Bocconi University, through ISU Bocconi - the Student Assistance and Financial Aid Center - with headquarters in Via Sarfatti 25, 20136 Milan and established according to regional law n. 33 of 13 December 2004 and a convention with the Region of Lombardy of 23 September 2008, coordinates and provides students with:

- grants and services which provide equal access to university studies as foreseen by the Lombardy regional law n. 33, December 13, 2004;
- other forms of grants and services to facilitate participation in Bocconi University degree programs.

Furthermore, it promotes all services, which contribute to establishing the best living and studying conditions for students.

These Application Requirements and Regulations concern the following financial assistance and services:

- Scholarships (l.r. 33/2004)
- Integrations for internships and international mobility programs
- Canteen Service.

ISU Bocconi also provides the following services: free book loans, cultural events, sport events, assistance for students with disabilities, and assistance for students.

CHAPTER II - ISU BOCCONI SCHOLARSHIPS

ART. 1 – ISU BOCCONI SCHOLARSHIP ASSISTANCE

The ISU Bocconi Scholarship assistance consists in the following for all eligible students:

- **full waiver of regional tax and enrollment fee;**
- **full tuition waiver** (with the exception of students in their first fuori corso year, who receive a 50% tuition waiver);
- one **free meal** daily and other **meals available at a reduced rate** (when the self-service canteen is open starting on 7 January 2019);
- any accessory benefits (integrations for internships, international mobility programs, etc.) at the conditions laid out in these regulations.

In addition to the abovementioned assistance, eligible student recipients also have the right to a variable cash stipend (Art. 13).

Scholarships referred to in these Application Requirements and Regulations are exempt from gains taxes as set out in Memorandum n. 109/E of 6 April 1995 from the Ministry of Finance, however **students will receive a Certificazione Unica, namely an income statement attesting the amounts received.** Scholarships may be combined with grants for study sessions abroad.



If the status of a student eligible for a scholarship is revoked for any reason, that student will also lose the right to a tuition waiver and will have to regularize their administrative position at the Fees, Funding and Housing Office at Bocconi University.

ART. 2 - RECIPIENTS OF ASSISTANCE

Students enrolled in the 2018-2019 academic year in a Bocconi University Bachelor of Science, Integrated Master of Arts in Law, Master of Science or PhD program who are in possession of both merit requirements and requirements regarding economic conditions specified in these Application Requirements and Regulations may submit applications for access to assistance.

Applicants must be duly enrolled in the 2018-2019 academic year by the deadlines established by the Academic Affairs Division and need to have paid Bocconi University the amount regarding tuition and fees required for completing first-year enrollment or enrollment in the 2018-2019 academic year, and the payment must be registered in the financial position.

Italian students, EU-students and NON-EU students from Italian DPR n. 394 of 31 August 1999, enacting Italian D.Lgs. n. 286 of 25 July 1998, may apply.

In order to participate, students must be enrolled in the 2018-2019 academic year, with the following conditions:

- 1) regular students: for the first time in a regular year of a Bachelor of Science, Integrated Master of Arts in Law or Master of Science program or for the first time in a year of a PhD program (if not recipients of a scholarship pursuant to Italian DM 224/1999 or Post Docs pursuant to Italian Law 449 of 27.12.1997.);
- 2) "fuori corso" students for the first time in the first year "fuori corso" after the regular Bachelor of Science, Integrated Master of Arts in Law or Master of Science program has ended.

ART. 3 - DURATION OF ASSISTANCE GRANTED

This competition is announced in compliance with the regulations established by the law of the Region of Lombardy of 13 December 2004, n. 33, by decree of the Italian President of the Council of Ministers of 9 April 2001, put into effect by article 4 of Italian Law n. 390 of 2 December 1991 and Italian D.G.R. for the 2018-2019 academic year.

Scholarships are granted for completing for the first time a degree program of each of the degree program levels, with the following procedures:

- for students enrolled in a Bachelor of Science program: for a maximum period of seven semesters starting from the absolute first year of enrollment;
- for students enrolled in the Integrated Master of Arts in Law program: for a maximum period of 11 semesters starting from the absolute first year of enrollment;
- for students enrolled in a Master of Science program: for a maximum of five semesters starting from the absolute first year of enrollment;
- scholarships are granted to eligible disabled students with invalidity equal to or greater than 66% for a maximum period of three semesters in addition to the legal duration of the program



attended, starting from the absolute first year of enrollment: nine semesters for Bachelor of Science programs, thirteen semesters for the Integrated Master of Arts in Law program and seven semesters for Master of Science programs;

- for students enrolled in a PhD program (activated with Italian Ministerial Decree n. 210, article 4 of 3 July 1998), for a maximum period equal to the duration provided for in the related academic regulations starting from the absolute first year of enrollment.

ART. 4 - GROUNDS FOR EXCLUSION FROM ASSISTANCE

The following students may not participate in the 2018-2019 application:

- students who have already completed a degree of the same level or higher than the program for which the scholarship is requested for the 2018-2019 academic year, completed in Italy or abroad (including degrees issued before the implementation of Italian D.M. 509/1999);
- students who were already enrolled in other degree programs of the same level or higher than the program for which benefits or services are requested, even in faculties other than those offered by Bocconi University and in years previous to 2018-2019;
- students enrolling in Master of Science programs who have already completed a 4-year degree higher than the Bachelor of Science level;
- students enrolled in the second year “fuori corso” or subsequent years after the year of first enrollment, after completing the regular study program years (with the exception of disabled students with invalidity equal to or greater than 66%);
- students receiving scholarships allocated by other public or private organizations during the same year;
- students who are enrolled or were enrolled with an intermediate “fuori corso” status or repeating intermediate during the program for which the assistance is requested;
- students repeating enrollment in a year of a program already attended, even when transferring Bachelor of Science, Integrated Master of Arts in Law, Master of Science or PhD program or in case of change of faculty and/or university.
- students participating in Double Degree programs, selected or enrolled in the program by the partner University (DDIB CEU-Bocconi, Double/Joint Degree programs), as they do not meet the requirements set out in these Regulations.

ART. 5 - NUMBER OF SCHOLARSHIPS

The total number of scholarships made available through application to students correctly enrolled in a Bocconi University Bachelor of Science, Integrated Master of Arts in Law (five years), Master of Science or PhD program is determined based on the funds allocated by the Region of Lombardy.

For AY 2018-2019, based on the funds communicated at the moment of publication of these Regulations, 320 scholarships are made available as follows:



Recipients	Number of ISU Bocconi Scholarships available
Students in their 1st year of a Bachelor of Science, Integrated Master of Arts in Law or Master of Science program AY 2018-2019	111 Scholarships
Students in a year subsequent to their first year of a Bachelor of Science, Integrated Master of Arts in Law or Master of Science program AY 2018-2019 (through the 1st year "fuori corso").	205 Scholarships
PhD programs AY 2018-2019.	4 Scholarships

The number of scholarships made available through application may be increased based on additional funds and allocations which may be added afterwards by the Region of Lombardy, the Ministry of Universities and Research, and any residual funds from the previous year. If additional funds are made available for the current year, further assignments of ISU Bocconi Scholarships will be made, and allocated on the basis of two rankings: one ranking for students enrolled in their first year of a program and another ranking for students enrolled in years after their first year of a program, compiled based on the criteria set out in article 10. If funds are available, ISU Bocconi will provide information to applicants via email and/or online and approximately by February 2020.

ART. 6 – MERIT REQUIREMENTS

Art. 6.1 Bachelor of Science, Master of Science and Integrated Master of Arts students

In order to evaluate merit for the provisional ranking, exams taken by 10 August 2018 and registered at the Punto Blu by 30 September 2018 will be taken into consideration.

Students should therefore:

- personally verify that all exams taken have been recorded in Punto Blu;
- inform the Academic Affairs Division using the Help&Contact form available on the yoU@B Student Diary, if there are anomalies in the recording of exams completed, starting from 16 September 2018.

Please note!

For program changes, please remember that, in order to calculate merit, only credits valid for the study program for which assistance is requested will be taken into consideration, i.e. for the Bachelor of Science, Integrated Master of Arts in Law or Master of Science program that the student is enrolled in for the AY 2018-2019.

In order to reach the minimum merit requirements needed to enter the ranking for the AY 2018-2019, in addition to the credits already earned, **all students, except first-year students**, may use a "bonus", according to the table below.



If students have never used a bonus previously, they can request bonus credits as indicated in the table below. Once students use bonus credits they no longer have the right to accrue other bonus credits, but they still have the possibility to use any residual credits in future years.

Students enrolled in Master of Science programs can use any residual bonus credits not used during their Bachelor of Science program. If they never used bonus credits during their Bachelor of Science program, they have the right to 15 credits.

Students who repeat a year, even after having withdrawn from studies, may apply, but the number of credits needed to access the ranking will be calculated based on the credits required for each past academic year, starting with the absolute first-year of enrollment.

For students enrolled in the 1st year of a Bachelor of Science, Master of Science or Integrated Master of Arts in Law program, any assistance will be **provisionally** granted based on the financial requirements set out in these Application Requirements and Regulations, and will be fully or partially confirmed only if academic merit is achieved. Academic merit is evaluated afterwards at 10/08/2019.

Year of program	Credits required at 10 August 2018	Maximum usable bonus
Bachelor of Science program (BSc) Integrated Master of Arts in Law program (IMAL)		
1st year (BSc/IMAL)	44 (at 10/08/2019)	No bonus
2nd year (BSc/IMAL)	49	5 credits
3rd year (BSc/IMAL)	95	12 credits if not already used
4th year (IMAL)	150	15 credits if not already used
5th year (IMAL)	220	15 credits if not already used
1st year "fuori corso" (BSc)	150	15 credits if not already used
1st year "fuori corso" (IMAL)	274	15 credits if not already used
Master of Science programs		
1st year	39 (at 10/08/2019)	No bonus
2nd year	50	15 credits if not already used
1st year "fuori corso"	94	15 credits if not already used

Art. 6.2 – Revocation of 1st Year Students in the 2018-2019 AY Due to Insufficient Academic Merit (evaluated ex post)

For students who are eligible recipients and non-recipients, enrolled in the first year of the 2018-2019 academic year who did not complete credits by 10/08/2019, the assistance will be fully revoked. In this case, the revoked eligible student, whether recipient or not, must:

- Complete payment of tuition and fees for the 2018-2019 academic year;



- Return the value of services that may have been used free of charge, at the rate set out for their ISU Bocconi income bracket;
- Return the first installment of the cash scholarship received, if they are an eligible recipient.

Revoked students who are able to complete the credits laid out in the above table by 30/11/2018 will be exempt. In this case, the revocation will be partial and eligible students, whether recipients or non-recipients, must complete payment for 50% of tuition and fees for the 2018-2019 academic year. In addition, student recipients will not receive the 2nd installment of the cash scholarship.

For this reason, **students enrolled** in Bachelor of Science and Integrated Master of Arts in Law programs **are recommended to submit an application for placement in a Bocconi income bracket** (NOT connected with the ISU Bocconi bracket) by the deadlines and using the methods defined by the Fees, Funding and Housing Office.

For other grounds for revocation for all students regardless of their program year, see article 15.

Art. 6.3 - PhD programs

Students in PhD programs may request the ISU Bocconi scholarship assistance on the condition that they are not recipients of scholarships pursuant to Italian DM 224/1999 or Post Docs pursuant to Italian Law 27.12.1997, n. 449.

Students must also meet the merit requirements listed below:

Program year in 2018-2019 AY	Merit requirement
1st year	Must be declared winners for the 2018-2019 AY of the admissions competition for one of the PhD programs offered by Bocconi University
2nd year	Must be regularly admitted for the 2018-2019 AY in the second year of the program
3rd year	Must be regularly admitted for the 2018-2019 AY in the third year of the program
4th year	Must be regularly admitted for the 2018-2019 AY in the fourth year of the program

ART. 7 ECONOMIC REQUIREMENTS

The financial status of students will be identified based on the **ISEE issued in 2018** for **benefits for the right to university study** and the **ISPE**.

The ISEE must be issued in reference to the student's fiscal code and may not contain "omissions/discrepancies/inconsistencies".

The ISPE must be calculated by the University based on data provided by INPS, dividing the ISP value by the scale of equivalency.

Italian or non-Italian **students who are not residents in Italy** and non-autonomous non-Italian students with a family unit residing abroad must request a replacement indicator of the ISEE and ISPE value for the purpose of "subsidized benefits for the right to university study", known as



ISEEU/ISPEU parificato. The **ISEEU/ISPEU parificato** may only be issued by the CAF (Tax Assistance Center) partnered with Bocconi University (see Attachment B).

For the 2018-2019 academic year, the approved limits are the following:

- **ISEE/ISEEU parificato no higher than €23,000**
- **ISPE/ISPEU parificato no higher than €50,000**

For all applicants, **citizens of non-EU Countries**, whose family household held assets at 31 December 2016 or produced income in 2017 in countries outside Italy, please note that, pursuant to Italian D.G.R. 2017 of Italian D.lgs 286/98, of Italian D.P.R. n. 394 of 31 August 1999, declarations that attest an annual **income less than € 5,889 will not be considered valid** for the purposes of ISU Bocconi eligibility, as it is incompatible with immigration regulations.

The evaluation of the student's financial conditions is based on parameters from the University ISEE Certificate applicable to assisted services for the Right to University Study and other elements derived from the documentation submitted to ISU Bocconi for the AY 2018-2019 or gathered during other checks completed by the Office, both during the period following publication of the provisional ranking during the year, and after publication of the final ranking. Further documentation that better certifies the actual financial conditions of the applicant may be requested.

The family household is defined pursuant to Italian Decree by the President of the Council of Ministers n. 159 on 5 December 2013.

After ISU Bocconi eligibility has been verified according to these criteria, an ISU Bocconi bracket will be assigned based exclusively on the ISEE/ISEEU parameters applicable to assisted services for the Right to University Study, if correct.

ART. 8 - INDEPENDENT STUDENTS

As foreseen in art. 8, comma 2, of D.P.C.M. n. 159/2013 the student is always included in his/her parents' family household unless **both** below conditions are met:

- the student's permanent address is different from the one of the family of origin and is in a property which is not owned by any of the family household members. He/she has been registered at that address for at least 2 years prior to the scholarship application;
- income derived from subordinated or equivalent job, fiscally declared from at least two years, of at least € 6,500.

If both of the abovementioned conditions are not met, the student cannot be considered as independent and for this reason the financial conditions of the student's family of origin will be taken into consideration for ISU Bocconi eligibility and the final ISU bracket.

ART. 9 - DEADLINES, METHODS AND DOCUMENTATION NEEDED FOR SUBMITTING APPLICATIONS

The process for requesting participation in the application is made up of:

A. Online data entry;

B. Submission of the printed and signed application form together with required documentation.



Failure to enter online data as stated in these Regulations and/or failure to submit the signed application and/or failure to submit one or more documents will result in the disqualification of the interested party from application.

A) Online Data Entry

Online data entry needed to submit the application must be completed through the form available on the Fees, Funding and Housing pages of the website during the period:

29 August 2018 – 24 September 2018 final deadline

To access the online form, students must have a USERNAME/STUDENT ID and PASSWORD.

In order to complete online data entry, students must have the following documentation by the deadlines outlined in these Regulations:

- **For students (Italian or autonomous non-Italian) who are residents in Italy: ISEE Certificate issued in 2018** for benefits for the right to university study with indication of the student applicant's fiscal code and related extended version of the DSU (Dichiarazione Sostitutiva Unica). The student will be required to indicate the following information online:
 - Date of issuance of ISEE Certificate;
 - Protocol number of ISEE Certificate;
 - Any amounts related to exempt income collected by the student (e.g. exempt scholarship) in 2016.
- **For non-Italian students who are not residents in Italy: ISEEU parificato** issued by the CSF **partnered** with Bocconi University. To obtain this document, Attachment B should be consulted. The student will be required to indicate online the date of issue of ISEEU parificato.

B) Submitting Application and Documents

Once the applicant has completed online data entry as foreseen in point A, in order for the application to be taken into consideration, it is necessary to upload online by **24 September 2018 at 11:59pm** all the documentation required at attachment B.

The applicant is required to keep the originals of all documents submitted for at least 5 years.

Communications regarding missing or incomplete and/or illegible documents will be sent through the online procedure.

The office will provide feedback on the completeness of documentation of applications submitted by and no later than 1 October 2018.

In case of notices about integrations, modifications or replacement of documents, the student will be allowed to integrate, modify or replace only the indicated documents by 8 October 2018 at 12pm (noon).

Verification of financial conditions and veracity of financial information provided will comply with what is foreseen by law and by Attachment F of these Regulations.

Following the submission of the application, its verification and the period for possible integrations, modifications or replacements, the student will be disqualified from the application if:



- The signed application is not submitted within the prescribed deadline;
- And/or one or more documents are not submitted within the prescribed deadline;
- And/or documents submitted show serious irregularities and/or do not comply with what is set out in these Regulations.

Students must inform ISU Bocconi, promptly and in writing, of any event relevant to the scholarship which occurs after the application is submitted (granting of another scholarship or other financial support, transfer to another university, unexpected employment, inability to undertake study, withdrawal from enrollment, change of marital or financial status of the student, etc.).

ART. 10 - PROCEDURES FOR ESTABLISHING RANKINGS

The rankings will be determined as follows, for each year of each level of studies:

A. Students enrolled in the first year of all degree programs (Bachelor of Science, Integrated Master of Arts in Law, Master of Science) **and students enrolled in a PhD program:**

The ranking is determined in increasing order by the ISEE/ISEEU indicator applicable to assisted services for the Right to University Study of the family household up to the limit of € 23,000.00 for a maximum of 1,000 points given following this formula:

$$[1 - (\text{Student ISEE} / \text{ISEE LIMIT})] \times 1,000$$

The ranking is determined by the score awarded in decreasing order. Where parity occurs, the student who is enrolled in a higher degree program takes priority, where further parity occurs the younger age takes priority.

B. Students enrolled in years after the first, in all degree programs (Bachelor of Science, Integrated Master of Arts in Law, Master of Science):

The ranking is determined in decreasing order from the overall score achieved, adding the score relating to the number of educational credits acquired by 10 August 2018, and the score determined by the weighted grade point average. The highest possible number of points is 1,000 distributed as follows:

- 600 based on the number of educational credits achieved by 10 August 2018 and calculated using the following formula:

$$[(\text{student credits} - \text{minimum credits}^*) / (\text{maximum credits}^{**} - \text{minimum credits}^*)] \times 600$$

* amount of credits established by this Application Requirements and Regulations as a minimum merit requirement

** maximum number of credits foreseen for the relevant course year

- and 400 based on the weighted grade point average of exams passed by 10 August 2018 and calculated using the following formula:

$$[(\text{Student's GPA} - 18) / (\text{maximum grade} - 18)] \times 400$$



Where merit is equal, the student who has not used bonus credits has the priority in the ranking and then the student with the highest income score. Where parity still exists, the youngest student prevails.

Students using their bonus credits will be placed at the end of the ranking.

Students with a disability level equal to or greater than 66% who are in the eligibility ranking, have the right to be awarded a scholarship even if that means that the number of scholarships available will be exceeded.

ART. 11 - PUBLICATION OF PROVISIONAL RANKINGS AND APPLYING FOR APPEALS AND REVISIONS

Provisional rankings will be published on the ISU Bocconi notice boards, at the One-Stop Service Center and individual placements can be consulted online by **31 October 2018** for a period of at least 15 days.

Applications submitted within the deadlines set out in these regulations will be verified by ISU Bocconi, who will insert into the ranking students meeting requirements.

In the PROVISIONAL RANKINGS students may therefore be either:

- **ELIGIBLE:** if meeting all requirements, or
- **NON-ELIGIBLE:** if one or more requirements set out in these Regulations are missing.

Any appeals against provisional rankings or requests for revision due to mistakes of the applicant must be submitted to ISU Bocconi by and no later than 3 pm on the 15th day after the publication of the same ranking. Those wishing to submit an appeal may **only** submit it online, through the online procedure and provide ISU Bocconi with the documentation needed to justify the reasons for an appeal.

The results of appeals will be published online at the same time the final rankings are published, approximately within the end of November 2018.

ART. 12 - FINAL RESULTS AND PLACEMENT OF STUDENTS IN RANKINGS

Assistance will be assigned to eligible students based on their placement in the ranking, starting from the highest positions until all available resources have been used.

Scholarships will be awarded in accordance with the number set by these Regulations. Should there be a lack of recipients in some rankings, remaining scholarships will be awarded to students in other rankings until the number of scholarships established by the Regulations are all awarded.

In the FINAL RANKING, students may therefore be:

- **ELIGIBLE RECIPIENTS:** meeting all requirements and recipients of an amount of money, one meal per day for 2019 and a full exemption of payment of tuition and fees for the AY 2018-2019;



- **ELIGIBLE NON-RECIPIENTS:** meeting all requirements and assigned abovementioned assistance but not the amount of money due to a lack of funds. In this case, eligible non-recipient students in the rankings may receive assistance later, if further financial resources are made available.
- **NON-ELIGIBLE:** if one or more requirements set out in the Regulations is missing.

In addition, the final ranking will communicate the ISU Bocconi bracket to which the student has been assigned.

The ISU Bocconi bracket will define:

- the amount of the Scholarship to recipients;
- the cost of meals at a reduced price;
- the final amount of housing fees for guests staying at Bocconi Residence Halls at a reduced rate.

Any appeals against the final decision must be submitted to the relevant bodies within the deadlines laid down by regulations in force.

ART. 13 - AMOUNT OF SCHOLARSHIP AWARD

The amounts of scholarships, including reimbursement of the regional tax for the right to study, are based on both the ISU Bocconi brackets, corresponding to the family household's ISEE applicable to assisted services for the Right to University Study, and the place of origin of the student, which will determine if the student is a resident student, a commuting student or a non-resident student.

ISU BRACKET STATUS	1ST ISU BRACKET	2ND ISU BRACKET	3RD ISU BRACKET
RESIDENT	€ 1,975.00 + one free meal per day	€ 1,519.00 + one free meal per day	€ 1,201.00 + one free meal per day
COMMUTING	€ 2,178.00 + one free meal per day	€ 1,720.00 + one free meal per day	€ 1,399.00 + one free meal per day
NON-RESIDENT	€ 4,495.00 + one free meal per day	€ 3,918.00 + one free meal per day	€ 3,364.00 + one free meal per day

All of the above amounts are halved for *fuori corso* students receiving ISU Bocconi Scholarship.

The free meal can be used at the Bocconi University canteen services, during the entire period the service is open, between 7 January 2019 and 31 December 2019.

Student recipients and non-recipients of scholarships who do not use or use only partially the canteen service are **not** entitled to any reimbursement for unused meals.



Art. 13.1 ISU Bocconi Brackets Related to ISEE Values Applicable to Assisted Services for the Right to University Study

ISU Bocconi bracket	ISEE values	
1st ISU Bocconi Bracket	from € 0.00	to € 14,420.31
2nd ISU Bocconi Bracket	from € 14,420.32	to € 17,709.34
3rd ISU Bocconi Bracket	from € 17,709.35	to € 23,000.00

ISU Bocconi brackets and related methods and timelines for determining them are in no way related to those set out by the University for the purposes of placement in income brackets for determining academic tuition and fees.

Art. 13.2 Place of Origin and Scholarship Amount

Geographical origin does not affect the possibility of accessing the scholarship but only the amount of the cash stipend of the Scholarship, if awarded.

For the purpose of calculating scholarship amounts only, students are classified as follows:

Resident student “*in sede*”: residents in the municipalities indicated in Attachment C.

Commuting student “*pendolare*”: residents in a municipality that allows the student to reach the campus where studies are undertaken every day (see Attachment C) or students who do not submit documentation attesting the non-resident status;

Non-resident student “*fuori sede*”: students not automatically considered “resident” or “commuting” based on their permanent address and who are residents in a municipality far from the campus where program courses are attended and for this reason they rent taxed accommodation in a municipality considered “*in sede*”, using public residential premises or other private or public accommodation for a period of at least 10 months during the period 1 September 2018 - 31 August 2019. In absence of this condition, potentially “non-resident” students will be considered “commuting”. Students may request to be considered “non-resident” through the online procedure, though this status will only be applied after submission of eligible documentation by the deadlines indicated in these regulations. **For information on how to certify the status of “non-resident”, please see Attachment B.3.**

ART. 14- METHOD OF PAYMENT OF SCHOLARSHIPS

Scholarship payment will be made to students who are eligible recipients in two installments each amounting to half the total scholarship, and only via **wire transfer** to an **Italian current account in the name or jointly in the name of the student recipient**.

Important!



The IBAN must be indicated in a timely manner in Punto Blu (and it will be used also for any reimbursements from the Fees, Funding and Housing Office), in the personal details section. The two installments will be paid within the following deadlines, once funds are transferred from Region Lombardy, as follows:

- **Payment to students in years subsequent to their first year of a program and to PhD students** whose payment has not been suspended for administrative reasons
 - First installment: by 31 December 2018;
 - Second installment: by 30 June 2019.

- **Payment to students in first year of a program** whose payment has not been suspended for administrative reasons
 - First installment: by 31 December 2018;
 - Second installment: will be paid not before the month of October 2019 only to eligible recipients (see article 6.2) that have earned the required number of credits stated in these Regulations on the date of 10 August 2019.

The reimbursement of the regional fee is included in the cash stipend, if awarded. The regional fee will be reimbursed separately for students eligible non-recipients after allocation of all ISU Bocconi scholarships.

ART. 15 - INCOMPATIBILITY – FORFEITURE – REVOCATION

Scholarships may not be combined with similar forms of economic aid provided by Bocconi University or other private or public bodies. In these cases students have the option of choosing one assistance or the other.

Exceptions will be made for:

- Scholarships granted by Italian or international institutions aimed at integrating with experiences abroad the study/research activity of candidates;
- Awards given by Universities to outstanding students enrolled in specific excellence programs.

The right to eligibility for ISU Bocconi and, if relevant, for scholarships and integrations will automatically be forfeited if:

- the student does not submit to ISU Bocconi, via registered mail and within the deadlines and using the methods requested by the Office, any original documentation required to check the accuracy of their self- certification; in such cases the application is treated as an untruthful declaration;
- the student withdraws from studies during the course of the year;
- the student transfers to another university during the course of the year.

Eligibility for ISU Bocconi and, if assigned, for related scholarships and integrations will also be revoked, with a specific ruling from the ISU Bocconi Director, if:

- the student incurs disciplinary sanctions greater than a written warning for infringement of Bocconi University regulations;



- the student submits/have submitted declarations regarding irregular household financial conditions (please see Attachment F regarding the verification of financial conditions and related administrative consequences).
- the student no longer meets merit requirements as foreseen by these Regulations.

Regarding forfeiture and suspension of services, please note that students in debt to Bocconi University for any reason will be blocked from academic and administrative proceedings and will also have their payment of the scholarship suspended until their administrative position is regularized.

ART. 16 - UNIVERSITY TRANSFERS AND CHANGING DEPARTMENTS

For students transferring to another university after 30 September 2018, the application submitted to ISU Bocconi will be sent to the organization for the right to study at the University where the student has requested transfer, only if requested by the interested party. The student will therefore lose the assistance conferred by Bocconi University and will have to return any money collected.

Students transferring from another university to Bocconi University after 30 September 2018 must request the right to study office at the original university to officially transfer the application, provided it has been submitted within the timeframe set out in the Regulations. Acceptance and evaluation of the application according to the established regulations is subject to receiving the transferred application and completing enrollment at Bocconi University by and no later than the foreseen deadlines.



CAPITOLO III - INTEGRATION FOR INTERNSHIPS AND INTERNATIONAL MOBILITY PROGRAMS

ART. 1 - SERVICES OFFERED

To encourage student participation in international mobility programs (International Exchanges, Double/Joint Degrees, CEMS-MIM Master, Themis) and internships abroad organized or recognized by Bocconi University, integrations for the participation to international mobility and internship programs related to the period spent abroad may be made available to eligible students for the purposes of these regulations, if left funds are available.

The office will automatically verify the actual participation in an international mobility program or internship abroad during the AY 2018-2019 in order to assign integrations to the ISU Scholarship to eligible students in the final ranking.

For details regarding assistance offered for participation in international mobility and internship abroad programs, please see the information published online.



CAPITOLO IV - CANTEEN SERVICE

ART. 1 - SERVICES OFFERED

The canteen service at Residence Bocconi at Via Bocconi 12, Milan is open to all students for lunch and dinner, from Monday through Saturday. For lunch meals only, from Monday through Friday, it is also possible to make use of the "Menu del giorno" at the Bar Paninoteca Fast Food at Via Bocconi 12, at the Bar Paninoteca Fast Food at Via Sarfatti 25 (also on Saturdays) and at the BBar at Via Roentgen 1.

Users contribute to the management expenses for this service based on their financial and asset condition. For the academic year 2018-2019, the following rates, based on the ISU Bocconi brackets, will apply per meal:

- First ISU Bocconi bracket € 2.75
- Second ISU Bocconi bracket € 3.40
- Third ISU Bocconi bracket € 4.10
- Not included in ISU Bocconi bracket – full price € 7.50

Students may use the reduced rate service until the day of graduation; starting the day after graduation, they may purchase meals at the full rate, with the exception of students who are enrolled in a Master of Science program at Bocconi after completing a Bachelor of Science program at Bocconi. For these students, the right to free meals shall end on 31 December 2018.

Meals include a first course, second course with side dish, bread and fruit or drink or alternative menu option. The canteen is closed on Sundays, weekday holidays and when service is suspended, according to the calendar.

Students will not be reimbursed if they do not use the canteen service or if the service is not available for reasons not dependent on ISU Bocconi.

Students may take advantage of reduced rate meals who are regularly enrolled for the academic year 2018-2019 at Bocconi University and who:

- Are eligible according to the final ISU Bocconi Scholarship ranking;
- Or have obtained reduced rate housing at a University Residence;
- Or request only reduced rate canteen service as defined below and meet the financial requirements set out in article 7, chapter 2 of these requirements and regulations, regardless of merit requirements.

ART. 2– HOW TO SUBMIT APPLICATIONS

The following students are NOT required to submit a separate application for reduced rate canteen services:

- Students eligible for an ISU Bocconi Scholarship;
- Guests with a reduced rate at a Bocconi Residence.



Students who have not participated in the Housing Application for reduced rate housing or the ISU Bocconi Scholarship application for the 2018-2019 academic year, but would like to use reduced rate canteen services must:

- Send an email to agevolazioni@unibocconi.it, with "Canteen Application" in the subject, **between 15/11/2018 and 30/11/2018** only
- Attach a copy of the ISEE Certificate issued in 2018 in the name of the student applicant for subsidized benefits for the right to university study or attach a copy of the ISEEU parificato (for students who are residents abroad only).

The Office will notify student applicants of their ISU bracket for canteen services by 10/12/2018. Reduced rate meal assistance will be valid starting on 7 January 2019 until 31/12/2019.

For the full rate – not included in ISU Bocconi bracket – an application is not required as the full rate will automatically be applied at canteen services cash registers.

ART.3 – PAYMENT OF MEALS

Students will be able to purchase reduced rate or full rate meals only online through "Paytool" which is already widely used in Bocconi for the purchase of several services. This system is available 24/7 and will allow students to pay according to their canteen bracket the desired number of meals (10 or multiples of 10).

The online Paytool platform is available at the following link: <https://paytool.unibocconi.it/buy/>

The paid meals will be available on the Student ID card in 2 business days after the payment.

Reimbursements will not be given for any unused amounts.



ATTACHMENTS

Each attachment is an integral part of the ISU Bocconi Application Requirements and Regulations

ATTACHMENT A – IMPORTANT DEADLINES

10 AUGUST 2018	Final deadline to register exams in order to check that merit criteria have been met for students enrolled for AY 2018-2019 in years subsequent to the first year of a program. Please note: these exams must appear in Punto Blu by and no later than 30 September 2018 in order to be considered for the ISU Bocconi provisional rankings.
29/08/2018 - 24/09/2018 at 11.59pm	Period during which the application for AY 2018-2019 ISU Bocconi Scholarship can be submitted together with all necessary documents through the online procedure.
2 OCTOBER 2018, 12:00PM (NOON)	Final deadline to upload in the online procedure the documentation outlined at attachment B.3 to obtain the non- resident status for 2018-2019 ISU Bocconi Scholarship application.
10 AUGUST 2019	Final deadline to register exams in order to check that merit criteria have been met to maintain the full scholarship and related assistance, for eligible students enrolled in the first year of a program in the AY 2018-2019.
30 NOVEMBER 2019	Final deadline to register exams in order to check that merit criteria have been met to maintain the partial (50%) scholarship and related assistance, for eligible students enrolled in the first year of a program in the AY 2018-2019.



ATTACHMENT B - DOCUMENTS

B.1 DOCUMENTATION FOR STUDENTS WHO ARE RESIDENTS IN ITALY

B.2 DOCUMENTATION FOR STUDENTS WHO ARE NOT RESIDENTS IN ITALY

B.3 HOW TO ATTEST "NON-RESIDENT" STATUS

The ISU Bocconi office has the right – but not the duty – to inform students about any discrepancy between the information provided and the documents submitted.

For this reason, students are recommended to verify the truthfulness of what they declare, as the legal responsibility of discrepancies and of their possible consequences is entirely at their charge.

B.1 DOCUMENTATION FOR STUDENTS WHO ARE RESIDENTS IN ITALY

1. **APPLICATION FORM:** PDF duly printed and signed by the student (or by the parent/legal guardian with parental responsibility if the student is under age at the time the application is submitted);
2. **COPY OF A VALID STUDENT'S IDENTITY DOCUMENT (valid identity card or passport)**
3. **2018 ISEE CERTIFICATE applicable to assisted services for the Right to University Study to be released in favor of the applicant student;**
4. **Related DICHIARAZIONE SOSTITUTIVA UNICA certification filled out for the release of ISEE Certificate;**
5. **FINANCIAL STATEMENT** (PDF provided by Bocconi university and available online), if there are entrepreneurial, individual or corporate business activities at 31/12/2017, with or without financial statement requirements. The financial statement must be submitted for each individual or corporate company and must be completed, signed and approved by the professional who manages the company's accounting;
6. **"NON-RESIDENT" STATUS:** See paragraph B.3

B.2 DOCUMENTATION FOR STUDENTS WHO ARE NOT RESIDENTS IN ITALY

In order to request access to benefits for equal access to university studies for the 2018-2019 a.y., **international students with or without residence in Italy who are not independent and with family members who are residents abroad** must provide the following documents:

1. **APPLICATION FORM:** PDF duly printed and signed by the student (or by the parent/legal guardian with parental responsibility if the student is under age at the time the application is submitted);
2. **COPY OF A VALID STUDENT'S IDENTITY DOCUMENT (valid identity card or passport);**
3. **ISEEU PARIFICATO CERTIFICATE RELEASED BY THE CSF (Centro Servizi Fiscali);**
4. **"NON-RESIDENT" STATUS:** See paragraph B.3.

The ISEEU parificato Certificate may only be requested at the Centro Servizi Fiscali (CSF) of Milan, which has an agreement with Bocconi University, in Corso di Porta Vittoria 43.

Informational support is available to students by phone at the number +39 02540211, Mondays through Fridays from 9:00am to 12:30pm and from 1:30 to 5:30pm.

Students may also request an in-person appointment using their weekly electronic agenda (appointments can be made by phone or on the website).

It is therefore the student's responsibility to schedule a meeting with the CSF in a timely manner. The "ISEEU parificato" certificate will be issued during the meeting, unless the documentation provided is incomplete or non-compliant.

The following documents are required for the issuance of the ISEEU parificato certificate:

1. Copy of a valid ID (i.e. passport, identity card) and fiscal code;
2. Document attesting the composition of the student's family household;
3. Income tax declaration for the 2016 calendar year for each member of the family household (the document must clearly attest the incomes referred to the 2016 calendar year. If during 2016 one or more members of the family household of age have not earned any income, a document certifying this is required);
4. Official document attesting ownership of real estate of any family household members as of 31.12.2017 with indication of the square meters (the document must be released by the relevant authority on this subject). If in 2017 no real estate was owned by the family, it is necessary to provide a certificate attesting the absence of properties for every member of age of the family household;
5. Official documents attesting movable assets of the family household as of 31.12.2017:
 - balance of bank and/or deposit accounts,
 - account balance of shares, dividends, shareholdings,
 - financial statement provided by Bocconi University attesting equity of business activities to be filled, signed and approved by the professional who manages the company's accounting

The abovementioned documents must be:

- **Issued by the relevant authorities of the country** where income was earned;
- **Legalized** by the qualified local Italian diplomatic or consular authorities of the given country or with the Apostille stamp
- Documents mentioned above, issued in foreign language, must be provided together with a **compliant Italian translation**, certified by qualified local Italian diplomatic representatives or by an official translator.

The calculation of the parameters will be carried out only if documents submitted by students are issued by the competent authorities in the country where income was earned.

For foreign students coming from countries with a low indicator of human development, listed in Ministerial Decree n. 594 of 1 August 2014, and specified below, the evaluation of the student's financial position is carried out on the basis of certification issued by the Italian Representation in the student's country, which declares that the student does not come from a family known to have a high income and social level. This certification can also be given by Italian authorities, which are qualified to give a guarantee of economic coverage under the current enrolment arrangements for foreign students at Italian universities. In the latter case, the certifying body must provide a written commitment to reimburse the scholarship on behalf of the student, in case the scholarship is revoked.

Countries with a low indicator of human development to which these regulations apply are the following: Afghanistan, Angola, Bangladesh, Benin, Bhutan, Burkina Faso, Burundi, Cambodia,



Central African Republic, Chad, Comoros, Congo Dem. Rep., Djibouti, Equatorial Guinea, Eritrea, Ethiopia, Gambia, Guinea, Guinea Bissau, Haiti, Kiribati, Korea, Kyrgyz Republic, Laos, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Rwanda, Samoa, Sao Tome & Principe, Senegal, Sierra Leone, Solomon Islands, Somalia, South Sudan, Sudan, Tanzania, Tajikistan, Timor-Leste, Togo, Tuvalu, Uganda, Vanuatu, Yemen, Zambia, Zimbabwe.

B.3 HOW TO ATTEST “NON-RESIDENT” STATUS

The request of “non-resident” status:

- CANNOT be submitted by students who are classified as “resident” or “commuting” (Attachment C), even if they go abroad for study/work experiences certified by Bocconi University;
- CAN be submitted by potentially “non-resident” students through the online procedure; however, the “non-resident” status will be applied only if compliant documents are submitted by the deadlines established by these regulations.

The required documentation is the following:

1. IN CASE OF STUDENTS **DOMICILED IN ONE OF THE BOCCONI RESIDENCE HALLS FOR AT LEAST 10 MONTHS** DURING THE AY 2018-2019: NO documentation is required for the purposes of obtaining “non- resident” status, which will be assigned automatically.
2. IN CASE OF STUDENTS **DOMICILED IN PUBLIC/PRIVATE FACILITY** (e.g. residences, BBs, etc.) **FOR AT LEAST 10 MONTHS** DURING THE AY 2018-2019 (in the period September 2018 – August 2019): the applicant must submit a declaration issued on letterhead paper by the hosting facility that certifies the applicant’s period of stay, along with a copy of a fiscally valid certificate (invoice) regarding the payment of the already paid rental fee for the housing in Milan.
3. IN CASE OF STUDENTS **DOMICILED IN A PRIVATE PROPERTY, RENTED FOR AT LEAST 10 MONTHS** DURING THE AY 2018-2019 (in the period September 2018 – August 2019): the applicant must submit a **COPY OF THE RENTAL CONTRACT** in the name of or jointly in the name of the student or a parent. The contract must be duly registered and validated for the current year according to the foreseen methods, and it must include the seal of the Tax Authority. In absence of the seal on the contract, it will be possible to submit the contract together with a copy of compliant documentation attesting the registration, the extension or replacement, according to what foreseen by the Tax Authority (i.e. the RLI model, the F24 or F23 model properly filled out and transmitted to the Tax Authority). In case of renewal of a contract regularly registered in the past, it will be necessary to submit a copy of the registration for the current year.

The rental contract or the fiscal certification, even if submitted in the past, must be uploaded online, by the final deadline of 12:00pm (noon) on 2 October 2018.



STUDY ABROAD PERIODS AND POSSIBILITY TO SELF-CERTIFY THE “NON-RESIDENT” STATUS

Potentially “non-resident” students (the students who are classified as “resident” or “commuting” on the basis of their permanent address are excluded) who are not in possession of the documents/conditions detailed in point 1, 2 or 3 of paragraph B.3 because in the AY 2018-2019 will go abroad for study/work experiences recognized by Bocconi International Relations Service, can request to be considered “non-resident” through the online procedure, by and no later than 24 September 2018. Then they will have to proceed as follows, only in case that the **period spent abroad** (certified by the IR Service), **added to the period of stay in Milan upon payment – duly documented – is of at least 10 months during the period** September 2018 - August 2019:

- 1) **students who will be domiciled in Milan during the first semester and abroad during the second semester** can self-certify the “non-resident” status through the online procedure. With reference to the first semester spent in Milan they must document their status (as foreseen in paragraph C.3) by the final deadline of **12:00pm (noon) on 2 October 2018**. For students eligible in the final ISU Scholarship ranking and assigned the “non-resident” status, during the year the Office will verify:
 - a. the actual participation in periods of study/work abroad (certified by the IR Service) during the second semester
 - b. and that the total number of months documented in Milan by 2 October 2018 and those spent abroad are at least 10 months.

- 2) **students who will be domiciled abroad during the first semester and in Milan during the second semester** can request to be considered “non-resident” self-certifying their status through the online procedure form, by 24 September 2018. For students eligible in the final ISU Scholarship ranking and assigned the “non-resident” status, during the year the Office will:
 - a. verify the actual participation in study/work abroad programs (certified by the IR Service) during the first semester
 - b. request supporting documentation attesting the remaining paid period of stay in Milan
 - c. and verify that the period spent abroad and certified by IR Service added to the months of paid period spent in Milan is of at least 10 months.

- 3) **students who will be domiciled abroad for at least 10 months** in the period September 2018 – August 2019 for participation in study/work abroad programs (certified by the IR Service) must declare it in the online procedure by 24 September 2018. For students eligible in the final ISU Scholarship ranking and assigned the “non-resident” status, during the year the Office will verify the actual participation in periods of study/work abroad (certified by the IR Service) of least 10 months.

Students are required to inform ISU Bocconi in writing and in a timely manner of any type of change regarding their self-certified “non-resident” status. Failure to do so and in the case that the Office



identifies inconsistencies compared to what was self-certified, the amount of the possible Scholarship will be changed and the student will be reported to the University Disciplinary Board. Checks regarding positions of eligible student recipients or non-recipients with self-certified “non-resident” status will be carried out within the end of April 2019. At that time, the student must be able to document such status. The status of interested parties will be definitively consolidated as “non-resident” or “commuting” by 31 May 2019 and may not be revised at a later day.

Applicants knowing that they are not able to document their own “non-resident” status when completing the online procedure form, may immediately request online the “commuting” status.



ATTACHMENT C - LIST OF MUNICIPALITIES – “RESIDENT” AND “COMMUTING” STUDENTS

List of resident cities:

Milano, Arese, Assago, Bareggio, Basiglio, Bollate, Bresso, Buccinasco, Cesano Boscone, Cinisello Balsamo, Cologno Monzese, Cormano, Cornaredo, Corsico, Cusago, Cusano M.no, Locate Triulzi, Novate M.se, Opera, Pero, Peschiera Borromeo, Pieve Emanuele, Pioltello, Rho, Rozzano, S. Donato M.se, S. Giuliano M.se, Segrate, Sesto S.G., Settimo M.se, Trezzano sul Naviglio, Vimodrone.

List of commuting cities:

Abbadia Cerreto, Abbiategrasso, Agnadello, Agrate Brianza, Aicurzio, Airuno, Albairate, Albiate, Albizzate, Almè, Alzano Lombardo, Antegnate, Appiano Gentile, Arcene, Arconate, Arcore, Arluno, Arona, Arosio, Arsago Seprio, Arzago D’Adda, Azzano S. Paolo, Bagnolo Cremasco, Bariano, Barlassina, Barzago, Barzanò, Bascapè, Basiano, Bastida Pancarana, Battuda, Bellinzago Lombardo, Bellusco, Beregazzo Con Figliaro., Bereguardo, Bergamo, Bernareggio, Bernate Ticino, Besana Brianza, Besate, Besnate, Biassono, Biate, Binago, Binasco, Boffalora D’Adda, Boffalora Sopra Ticino, Boltiere, Bonate Sopra, Bonate Sotto, Borgarello, Borghetto Lodigiano, Borgo San Giovanni, Borgo Lombardo, Bornasco, Bottanuco, Bovisio Masciago, Breccia, Bregnano, Brembate, Brembate Sopra, Brembio, Bressana Bottarone, Brignano Gera D’Adda, Briosco, Brivio, Brugherio, Bubbiano, Buguggiate, Bulciago, Bulgarograsso, Burago Di Molgora, Buscate, Busnago, Bussero, Busto Arsizio, Busto Garolfo, Cabiato, Cadorago, Cairate, Calcio, Calco, Calolziocorte, Calusco D’Adda, Calvenzano, Calvignasco, Camairago, Cambiago, Camparada, Canegrate, Canonica D’Adda, Cantù, Capiago Intimiano, Caponago, Capralba, Capriano, Capriate San Gervasio, Caprino Bergamasco, Carate Brianza, Caravaggio, Carbonara Al Ticino, Carbonate, Cardano Al Campo, Carimate, Carnago, Carnate, Caronno Pertusella, Caronno Varesino, Carpiano, Carugate, Carugo, Carvico, Casaletto Lodigiano, Casaletto Vaprio, Casalmaiocco, Casalpusterlengo, Casarile, Casatenovo, Casciago, Caselle Lurani, Casirate D’Adda, Caslino D’erba, Casnate Con Bernate, Casorate Primo, Casorate Sempione, Casorezzo, Cassago Brianza, Cassano D’Adda, Cassano Magnago, Cassina De’ Pecchi, Cassina Rizzardi, Cassinetta Lugagnano, Cassolnovo, Castano Primo, Castel Rozzone, Castelvati, Castellanza, Castello Di Brianza, Castelmarte, Castelnuovo Bocca D’Adda, Castelnuovo Bozzente, Castelseprio, Castiglione D’Adda, Castiglione Olona, Castiraga Vidardo, Castrezzato, Castronno, Cavacurta, Cava Manara, Cavarina Con Premezzo, Cavenago Brianza, Cavenago D’Adda, Cerano, Ceranova, Ceriano Laghetto, Cermenate, Cernusco Lombardone, Cernusco Sul Naviglio, Cerro Al Lambro, Cerro Maggiore, Certosa Di Pavia, Cervignano D’Adda, Cesano Maderno, Cesate, Chiari, Chignolo D’isola, Cirimido, Ciserano, Cislago, Cislino, Cividate Al Piano, Coccaglio, Codogno, Cogliate, Colle Brianza, Colnago, Cologno Al Serio, Colturano, Comazzo, Como, Comun Nuovo, Concorezzo, Copiano, Corbetta, Cornate D’Adda, Cornegliano Laudense, Corno Giovine, Corno Vecchio, Correzzana, Corte Palasio, Cortenuova, Costa Masnaga, Covo, Crema, Cremella, Cremona, Crespiatica, Cucciago, Cuggiono, Cura Carpignano, Curno, Dairago, Dalmine, Desio, Dolzago, Dovera, Dresano, Ello, Erba, Fagnano Olona, Fara Gera D’Adda, Fara Olivana Con Sola, Fenegrò, Ferno, Figino Serenza, Filago, Fino Mornasco, Fombio, Fontanella, Fontanella, Fornovo S. Giovanni, Gaggiano, Galbiate, Galgagnano, Gallarate, Galliate, Gambolò, Garbagnate Milanese, Gazzada Schianno, Gerenzano, Gessate, Giussago, Giussano, Gorgonzola, Gorla Maggiore, Gorla Minore, Gorle, Gornate Olona, Graffignana, Grandate, Gravellona Lomellina, Grezzago, Gropello Cairoli, Guanzate, Guardamiglio, Gudo Visconti, Imbersago, Induno Olona, Inverigo, Inveruno, Inzago, Isso, Jerago Con



Orago, Lacchiarella, Lainate, Lallio, Lambrugo, Landriano, Lardirago, Lazzate, Lecco, Legnano, Lentate Sul Seveso, Lesmo, Levate, Limbiate, Limido Comasco, Linarolo, Liscate, Lissone, Livraga, Locate Varesino, Lodi, Lodi Vecchio, Lomagna, Lomazzo, Lonate Ceppino, Lonate Pozzolo, Longone Al Segrino, Lozza, Luisago, Lurago D'erba, Lurago Marinone, Lurano, Lurate Caccivio, Macherio, Madone, Magenta, Maghero, Magnago, Mairano (Casaletto Lodigiano), Mairano (Noviglio), Maleo, Malgrate, Malnate, Marcallo Con Casone, Marcignago, Mariano Comense, Marnate, Martinengo, Marudo, Marzano, Masate, Massalengo, Meda, Mediglia, Melegnano, Melzo, Merate, Merlino, Merone, Mesero, Mezzago, Misano Di Gera D'Adda, Misinto, Missaglia, Molteno, Montanaso Lombardo, Montano Lucino, Monte Cremasco, Montevecchia, Monticello Brianza, Monza, Morazzone, Morengo, Morimondo, Mornago, Mortara, Motta Visconti, Mozzate, Mozzo, Muggiò, Mulazzano, Nave, Nerviano, Nibionno, Nosate, Nova Milanese, Novara, Novedrate, Noviglio, Oggiona Con S. Stefano, Oggiono, Olevano Di Lomellina, Olgiate Comasco, Olgiate Molgora, Olgiate Olona, Olginate, Oltrona Di S. Mamette, Origgio, Orio Al Serio, Orio Litta, Ornago, Osio Sopra, Osio Sotto, Osnago, Ospedaletto Lodigiano, Ospitaletto, Ossago Lodigiano, Osson, Ozero, Paderno D'Adda, Paderno Dugnano, Pagazzano, Paladina, Palazzo Pignano, Palazzolo Milanese, Pandino, Pantigliate, Parabiago, Parona, Paullo, Pavia, Perego, Pessano Con Bornago, Piacenza, Pieranica, Pieve Fissiraga, Pizzale, Pogliano Milanese, Pognano, Ponte Lambro, Ponte S. Pietro, Pontirolo Nuovo, Pontoglio, Pozzo D'Adda, Pozzuolo Martesana, Pregnana Milanese, Presezzo, Pumenengo, Quintano, Ranica, Renate, Rescaldina, Riviera D'Adda, Rivolta D'Adda, Robbiate, Robecchetto Con Induno, Robecco Sul Naviglio, Rodano, Rognano, Romano Di Lombardia, Romentino, Roncaro, Roncello, Ronco Briantino, Rosate, Rovagnate, Rovato, Rovellasca, Rovello Porro, Rudiano, S. Alessio Con Vialone, Salerano Sul Lambro, Samarate, San Colombano Al Lambro, San Fiorano, San Genesio Ed Uniti, San Giorgio Su Legnano, San Martino In Strada, San Martino Siccomario, San Vittore Olona, San Zenone Al Lambro, Santa Maria Hoè, Sant'Angelo Lodigiano, Santo Stefano Ticino, Saronno, Secugnago, Sedriano, Senago, Senna Comasco, Seregno, Seriate, Sesto Calende, Settala, Seveso, Sirone, Sirtori, Siziano, Solaro, Solbiate Arno, Solbiate Comasco, Solbiate Olona, Somaglia, Somma Lombardo, Sommo, Sordio, Sovico, Sozzago, Spino D'Adda, Spirano, Stezzano, Suisio, Sulbiate, Sumirago, Taccona, Tavazzano, Terno D'isola, Terranova Dei Passerini, Torlino Vimercati, Torre Boldone, Torre D'arese, Torre D'isola, Torrevecchia Pia, Tradate, Travacò Siccomario, Trecate, Trescore Cremasco, Treviglio, Treviolo, Trezzano Rosa, Trezzo D'Adda, Tribiano, Triuggio, Trivolzio, Trovo, Truccazzano, Turano Lodigiano, Turate, Turbigo, Uboldo, Urago D'Oglio, Urganò, Usmate Velate, Vaiano Cremasco, Vailate, Valbrembo, Valera Fratta, Valgreghentino, Valle Salimbene, Valmadrera, Vanzago, Vaprio D'Adda, Varedo, Varese, Vedano Al Lambro, Vedano Olona, Veduggio Con Colzano, Vellezzo Bellini, Venegono Inferiore, Venegono Superiore, Veniano, Verano Brianza, Verdellino, Verdello, Verderio Inferiore, Verderio Superiore, Vergiate, Vermezzo, Vernate, Vertemate Con Minoprio, Vidigulfo, Viganò, Vigevano, Vignate, Villa Cortese, Villa Guardia, Villa Raverio, Villanova D'Ardenghi, Villanova Sillaro, Villanterio, Villasanta, Vimercate, Vistarino, Vittuone, Vizzolo Predabissi, Voghera, Zanica, Zeccone, Zelo Buon Persico, Zelo Surrigone, Zerbolò, Zibido San Giacomo, Zinasco Nuovo.



ATTACHMENT D - ISU BOCCONI BOARD

Members of the ISU Bocconi Board:

Mr Bruno Pavesi, President, ISU Bocconi

Mr Salvatore Grillo, Director, ISU Bocconi

Ms Paola Chiara Borsetto, Operating Manager, ISU Bocconi

Professor Antonella Carù, Dean, Bocconi Graduate School

Professor Stefano Caselli, Dean for International Affairs

Professor Annalisa Prencipe, Dean, Bocconi Undergraduate School

Ms Giulia Gargiulo, Student Representative

Mr Lorenzo Morgante, Student Representative

Ms Daniela Costa, Student Representative

Mr Salvatore Grillo, Director of ISU Bocconi, is available to advise and assist students with issues concerning university life.



ATTACHMENT E - REGULATIONS FOR STUDENTS WITH DISABILITIES

The following regulations included in these Regulations apply only to students meeting the requirements set out in these Regulations belonging to categories referred to in article 2 of Italian Law n. 118 of 30 March 1971, or other categories with disabilities protected by law, with a recognized disability equal to or greater than 66%.

1. Scholarship assistance is available to eligible students with disabilities equal to or greater than 66% who meet the merit and economic requirements, for a maximum period of three semesters in addition to the legal duration of the program attended, starting from the absolute first year of enrollment: nine semesters for Bachelor of Science programs, thirteen semesters for the Integrated Master of Arts in Law program and seven semesters for Master of Science programs.
2. If the recipient belongs to categories with disabilities protected by law, with a recognized disability equal to or greater than 66%, the annual amount for a scholarship may be increased up to a maximum of € 2,746.00 for resident students, € 3,908.00 for commuting students and € 7,157.00 for non-resident students. This scholarship increase, which may be attributed upon a justified request of the interested party, may be converted into provision of special equipment and separate teaching materials, accommodation places, allocation of companion or assistant for study or interpreting or other suitable aid to overcoming individual difficulties.
3. For these students, it is possible to define individual merit requirements, based on the type of disability, which could diverge up to a maximum of 40% from the criteria set out in these Regulations. Merit requirements will be established by the ISU Bocconi Board, having met with the faculty member who is delegated to integration of students with disabilities.

For students with disabilities with a recognized level of disability equal to or greater than 66%, the regulations regarding revocation of scholarships and the payment of the second installment are not applied.



ATTACHMENT F - VERIFICATION OF FINANCIAL STATUS AND VALIDATION OF ECONOMIC INFORMATION PROVIDED (ITALIAN PRESIDENTIAL DECREE 445/2000, ARTICLE 71)

For the purposes of ascertaining an applicant's financial status, ISU Bocconi will avail itself of the means provided for by law, in particular article 22 of Italian Law 390 of 2 December 1991, and article 71 of Italian Presidential Decree 445 of 28 December 2000, and **at any time may request supporting documentation attesting to the veracity of the declaration** (Form 730, Consolidated Form, VAT declaration, etc.).

By agreement with the Lombardy Region Revenue Office, Ministry of Finance, the accuracy of the self-certification provided by students who are deemed eligible for financial services or provision of services through open competition will be checked, pursuant to current laws and in particular article 71 of Italian Presidential Decree 445/2000. Furthermore, information regarding ISU beneficiaries will be sent to the National Institute of Social Security and to the Department of Labor and Social Policy according to Govt. Decree no. 78 of 31 May 2010.

If an applicant's declaration is false, sanctions will be applied pursuant to articles 75 and 76 of Italian Presidential Decree 445/2000 in addition to the sanctions foreseen by Art. 10 contained in Italian Law 68/2012 and in particular:

1. In the delay of implementation of regulations referred to in article 38, paragraph 2, of the Italian Law-Decree no. 78 of 31 May 2010, converted, with changes from Italian Law no. 122 of 30 July 2010, organizations referred to in article 3, paragraph 1, check the veracity of the family situation declared by the student by comparing the income and asset information declared by recipients of actions with the information in possession of the Internal Revenue Service IT system. For that end, universities, higher education artistic, musical and dance institutions and service provider organizations are given the power to directly access the Interexchange Tax Registry System of Local Organizations (SIATEL) at the Internal Revenue Service, upon stipulation of the appropriate agreement.
2. Service provider organizations send the lists of recipients of the same Financial Administration and can request them to carry out fiscal verifications and checks. The members of the family household of students benefiting from services are included in the categories that they are subject to, pursuant to applicable regulations, with maximum controls.
3. Without finding themselves in the conditions established by the state and regional regulations, **anyone who submits false declarations**, either regarding themselves or members of their family household, in order to make use of related actions, **is subject to a considerable administrative sanction** in the payment of **an amount three times the amount collected**, or the value of the services unduly utilized, and loses the right to obtain other grants for the duration of the study program, without prejudice to in any case the application of sanctions referred to in article 38, paragraph 3 of the Italian Law-Decree no. 78 of 31 May 2010, converted, with changes from Italian Law no. 122 of 30 July 2010, as well as criminal laws for the actions making up the crime.



Pursuant to article 2947 of the Italian Civil Code, **checks will be carried out within 5 years** starting from the last undue use and resulting from self-certification that was revealed to be false.

Consequences for Fraudulent Statements

In the case of fraudulent statements that change placement in ISU Bocconi brackets, the student must pay out:

- a) In the case of full loss of the assistance, three times the amount he/she has been dispensed;
- b) In the case of partial loss of the assistance, three times the amount equal to the difference between the total dispensed and the amount entitled.

Bocconi University reserves the right to implement disciplinary sanctions and, if details regarding a crime are recognized (article 331 of Italian CPP), report it to legal authorities.



ATTACHMENT G - INFORMATION ON THE USE OF PERSONAL INFORMATION AND RIGHTS OF THE APPLICANT

Based on Italian Law 196 of 30 June 2003, "Code Regarding the Protection of Personal Information" and EU Regulation 2016/679 in force from May 25th, 2018, the correctness and transparency of the use of personal information and the protection of confidentiality is guaranteed within the limits of the law.

Personal information acquired through application:

- a) must, of necessity, be provided to determine the financial status of the applicant's immediate and nuclear family and to determine whether they meet the requirements for access to reduced rate housing in accordance with the criteria set forth in these Housing Application and Regulations;
- b) is collected by Bocconi University through the ISU Bocconi Student Services Office and used, including electronically, only for the purposes of allocating the benefit requested and to verify the conditions for disbursement, and in all cases for legal purposes;
- c) may be exchanged with public bodies (including, for example, the Lombardy Region, the Ministry of Finance, the Italian Revenue Office and the Guardia di Finanza) for the purposes of legitimate checks.

Data will be only preserved for the time and the purpose for which they have been collected. The applicant may go to ISU Bocconi at any time to check his/her information and update, supplement, rectify or cancel it, seek a block on or object to its consideration, if the use of the documents are in breach of Italian Law 196/2003 and the GDPR 2018.

Updates, rectifications, supplements and cancelations will have an effect on the ranking only if made by 1 November 2018.

Bocconi University is the nominated handler of information.

The Data Protection Officer (DPO) is Dr. Michelangela Verardi Director, Bocconi Legal Office.

