

Announcement of competition

For the allocation of scholarship, other economic contributions and services for the right to university study, for the a.y **2020/2021**

Approved by resolution of C. di A. n. 30 of the 20 Luglio 2020

IT-Traduzione del bando di concorso per l'attribuzione di borse di studio, altri contributi e servizi, per il diritto allo studio Universitario dell'ERSU Palermo per l'anno accademico 2020/2021.

Per tutti gli effetti giuridici rimane valida solo ed esclusivamente la stesura in lingua italiana.

EN-English translation of the announcement of competition for allocation of scholarship, others contributions and services of the ERUS Palermo for the right to university study, academic year 2020/2021.

Shall be valid only and exclusively the Italian drafting for all legal effect.

PRESENTATION

Dear students,

in order to facilitate the reading of this announcement, are summarized the four most important new introduced as a year ago.

The first three are included in the operational objectives indicated in the "Performance Plane" for the period 2020-2022 ("Simplifying and computerize the administrative procedures of the institution", see par. 7 of the Plane); the part fourth, however, is the adoption of the procedural arrangement indicated by ANDISU, (single announcement with 2 lines), to allow participation in the announcement, also to students who, do to difficulties arising from the covid emergency, did not attain the requirement of merit in the a.y 2019/2020.

1. Request benefits a.y. 2020/21 precompiled the institution shall make you available **"Request benefits a.y 2020/21 precompiled"**, with which you request, in modality "smart", the scholarship and, if you are "not-resident" also house-service.

To organize this, the Institution, acquires:

- From the data bank UNIPA, **the personal data** provided in the registration of the student portal (personal data, tax code, telephone number, email...);
- From the data bank INPS, **the economic/capital data** included in the valid ISEE documentation for the right to university study (economic/capital requirement necessary to participate in the competition) in the case of household resident in Italy or resident overseas but with capitals in Italy (the institutional detects data from the last DSU-declaration complete and certified);
- From the data bank UNIPA, **the data of merit included** in the study **plane** (merit requirement necessary to participate in the competition), only for students UNIPA who intend to enroll for years following the first (the Institution detects from the study plane the number of cfu provided for each year, the number of cfu, cfu sustaining/validated and registered **on the date of 10 August 2020**, arithmetic mean and number of honors)
- from the data bank of institution, **the IBAN code active** to which any payments will be made and/or refunds.

2. Request benefits exclusively online

For the a.y 2020/21 has been introduced a new modality to participate in the announcement for the allocation of scholarship, other economic contributions and services for the right to university study: an easier, fast system.. "smart".

This new modality provides the use of a temporary code generated with OTP mode (One Time Password), an easier SMS visible on mobile device, to confirm the operation requested.

The procedure for compiling and sending the request of benefits will be a single operation (are no longer two as in previous years).

The request of benefits, (compiling only online and validated with OTP) must be regularized (with 30 April 2021, on pain of decline from benefit, to upload into your folder, available in the personal page of service-ersuonline- the ID and any eventual additional documents..but attention: your request will remain suspended).

3. Access to student portal with SPID credentials

The institution takes another step digital transformation: from this a.y the students who with valid credentials under SPID, can access in a personal page of the service "ersuonline" with credentials SPID. They are exempt from upload of the ID for the regularization of the request of benefit (they must present any eventual additional document).

4. Single announcement with two lines of intervention

The Decree Law 19 maggio 2020, n.34, article 236, co. 4, has an extraordinary allocation of funds in favor of intervention for the Right to study to allow the possible extension even to students who have not reached the merit for the a.y 2020/2021 due to difficulties impact on university students

ERSU Plaer has reduced the procedural arrangement type A (single announcement of two lines) proposed by ANDISU for the management of the extraordinary measure.

only for students who want to enroll in the a.y. 2020/21 in the years following the first, can apply for:

- ➔ **Linea A** those who are in possession of the requirement of merit provided in the art. 9, have achieved a number of credits reduced than those provided for 10 August 2020;
- ➔ **Linea B** those who are in possession of the requirement of merit reduced of so-called "Bonus Covid", or those who have achieved a number of cfu reduced than provided for the line A. The "Bonus Covid" (cumulative with bonus standard) is fixed at 5 CFU for students enrolled in the courses UNIPA and LUMSA and at 10 CFU for students enrolled in the courses AFAM.

the requirement of merit to request the scholarship (determined on the number of cfu provided in the study plane) is reduced by 5 cfu for applicants UNIPA and LUMSA; reduced by 10 cfu for students AFAM.

Finally, there will be two separated rankings: **line A and line B**.

Are financed before all students eligible of the line A, therefore, to the availability funds, those who have obtained the number reduced of cfu (students of line B).

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REMINDER



Central offices

Contacts

URP – Public Relation Office

Viale delle Scienze ed. 1, ground floor - Palermo
Tel. 091.6546050/6056/1111 (switchboard) email borse@ersupalermo.it

Competition and benefits Office

Viale delle Scienze ed. 1, mezzanine floor - Palermo
Tel. 091.6545940 email borse@ersupalermo.it

Food Office

Viale delle Scienze ed. 1, mezzanine floor - 90128 Palermo
Tel. 091.6545929 email ristorazione@ersupalermo.it

Residence office and guesthouse Foresterie

Viale delle Scienze ed. 1, mezzanine floor - 90128 Palermo
Tel. 091.6543101 email residenze@ersupalermo.it

Territorial offices

Office di Agrigento

Quartararo street, 6 (internal ITG "Brunelleschi") near University Consortium
Tel. 091.6542104

Office of Caltanissetta

San Domenico street , 45 (internal R.U. "Ex Convento San Domenico")
Tel. 091.6549003



Opening hours to the public

- monday, wednesday and friday, from 9:00 to 13:00
- wednesday from 15:00 to 17:00



ERSUchat

Messenger service, with answer in real time, active from Monday to Friday (from 9:00 to 13:00) and Wednesday afternoon (from 15:00 to 17:00) and available on "Notify", the portal dedicated to institutional communication.



Principal deadline

For all other deadlines, recommended careful reading of the announcement of competition

Request of benefits

21 July 2020 hours 9:00

opening of online procedure to fill the request for participation la compilazione delle richieste di partecipazione al concorso

4 September 2020

- **hours 14:00** deadline for the online application form for participate n the competition
- **hours 15:00** deadline validation with OTP code of the request for participation

Dalle ore 9:00 del 2 ottobre 2020 alle ore 14:00 del 12 ottobre 2020

Period for presentation the module of rectification/integration to data declared in the request to participate in competition

30 aprile 2021 ore 14:00

Deadline to regularise the request for participate in the competition

Incoming transfers

26 ottobre 2020

Deadline of the request from other institution (with the exception of the "house service" – students of first-year)

Delaration of renting

From hours 9:00 of 1° November 2020 to hours 14:00 of 31 March 2021

List of participants and ranking lists

Not later than 1° October 2020

Pubblication lists of participant "Scholarship" and "House service"

Not later than 19 October 2020

Pubblication ranking lists "House service"

Not later than 30 October 2020

Pubblication anking lists "Scholarship"

Not later than 31 December 2020

Publication ranking lists with designation assignee "Scholarship"

Not later than 31 May 2021

Publication reordered ranking lists "Scholarship" years following the first

Not later than 31 March 2022

Publication reorder ranking list "Scholarship" first year

**Request "food
service"**

From 9:00 of 1° November 2020 to 14:00 of 30 June 2021

Period for the presentation of the request for food service, reserved for those who did not participate in the competition.

**Request
"degree
award"**

from 14:00 of 31 May 2021



Compilation and validation

Procedure for compilation, validation and regulate the online forms (step by step)

(application form for participation in the competition and all other request)

To participate in the competition or for other requests, you must perform the the following procedure:

1. **Access** internet application available in the personal page of the services "ersuonline" of the student portal (registered for the first-credentials are issued by UNIPA or access with SPID credentials);
2. **Fill out** the required fields of the form;
3. **Confirm** the data entered, create OTP and wait SMS with the code for the validation

ATTENTION: OTP code will be sent to the number indicated in the registration of the student portal

4. **Validate** the data indicated in the request of benefits entering in the appropriate field (within 60 minutes from registration) the OTP code received by SMS.

ATTENTION: OTP code unused within 60 mins will no longer be valid and will be necessary generate another

Regularisation

To regularise the request to participate in the competition or any other request, you must perform the following procedure:

1. **Access** in the internet application available in the persona page of the service "ersuonline" (register at the first access- credentials are issued by UNIPA or access with the SPID credentials);
2. **Fill out** the online form relating to the acquisition of data online concerning the additional documentation (for example, for the ID it's necessary indicated to issue date, expiry date, municipally that issued the ID...)
3. **Scan** every document in one pdf file of the maximum size of 2 MB, (es. copy front/back of the ID, certification that attesting the disability ...);
4. **Upload** the pdf file;

Informative note

The benefit applicants must upload, through online procedure available in the subsection named "FASCICOLO" in the homepage of the "ersuonline" of the student portal, the additional documentation (single pdf file) for the regularisation of the request of scholarship and that will be considered valid for access of all benefits/services granted by ERSU.

Example:

- ***Copy front/back of the ID (ALL participants except those who have submitted the request with SPID);***
- *Copy of the residence permit (foreign students)*
- *Copy of the documentation attesting the disability (who requires benefits reserved)*
- *Copy of the sentence of separation/divorce (for students with separated parents);*
- *Copy of documentation attesting the income situation for the ISEE parificato (for students with household overseas);*
- *other (specify).*



Definitions and acronyms

- **E.R.S.U.:** Regional Organization for the university study, set up by the Regional Law n. 20/2002;
- **Scholarship:** social benefits, in Sicily provided by E.R.S.U to deserving without means;
- **Lodging:** units autonomous with ensuite bathroom in room or shared; containing one or more bed;
- **Residence:** building organized in one or more levels with lodgings and related collective space;
- **House service:** assignment of lodging in the university residence and, in the case unavailability; grant of an economic contribute reserved to students assignees of scholarship;
- **Canteen:** build or space for the distribution and consumption of meal in the field of restaurant services;
- **Complete meal:** is the meal composed by the first dish, second dish, side dish, bread, fruits or dessert and drink in the bottle or draught;
- **Food service:** complete mealserved with the formule of the self service in the canteen;
- **A.N.D.I.S.U.:** National Association of the organism for the right of university study;
- **M.I.U.R.:** Ministry of Education, University and Research;
- M.U.R
- **M.U.R.:** Ministero dell'Università e della Ricerca;
- **A.Y.:** Academic Year; periodo dell'anno in cui l'Università svolge la propria attività, in allineamento alle normative vigenti;
- **PDF:** Although it may not be expressly to mentioned in this announcement, is referred the catering regulation. Published in the in the section of the student's portal "*Amministrazione Trasparente*"
- **P.E.C.:** Certified Electronic Mail, which has the effect of registered letter if sent to conventional e-mail and registered letter with return receipt if sent to another P.E.C.;
- **I.S.E.E.** Indicator of the equivalent economic situation: an indicator that measures the wealth owned by families in order to access services, facilities and contributions provided by the I.N.P.S. or from other bodies, such as municipalities and universities;
- **I.S.E.E.U.** Indicator of the University Equivalent Economic Situation: a recalculation of the I.S.E.E. which considers some specific criteria established for the University
- **D.S.U.** Single Substitute Declaration: contains personal, economic and patrimonial information of the family unit;

- **I.S.P.E.:** Indicator of the equivalent patrimonial situation;
- **I.S.P.E.U.:** Indicator equivalent of universities financial position;
I.B.A.N. International Bank Account Number: used to identify an bank account;
- **C.A.F.:** tax service center;
- **A.I.R.E.:** registerof the italian residents abroad;
- **I.N.P.S.:** National institute of social security;
- **T.A.R.:** Regional Administrative Court;
- **C.F.U.:** University Formative Credits;
- **C.d.A.:** Board of Directors;
- **D.S.A.:** Specific learning disorder



Benefits granted

- **Normal scholarships**
- **Reserved scholarships**
 - Study grants reserved to disabled students with a seriously disability, referred to in art.3 paragraph 3 of Law 104/92, or with disability higher than 66%, referred to in art. 14 of Prime Minister's decree 9 April 2001
 - Study grants reserved to international students from non-EU countries particularly poor, as referred to in Ministerial Decree 11 June 2019, or to political refugee students, entitled to international protection
 - Study grants reserved to students orphans of job
 - Study grants reserved to international students child of Sicilian foreign emigrant
 - Study grants reserved to student orphans or victims for mafia's reasons
 - Study grants reserved to students who are victims of usury or students who are children of usury victim
 - Study grants reserved for students who are residence in a small islands that fall within the territory of the Sicilian region
 - Study grants reserved to an orphaned student who demonstrates their guest or have been guest in a reception centre, public or private

Economic Contributes

Others contributions

- Contributions for international mobility
- Contributions for graduate students "degree award"

Services

- House service
- Food service

Announcement of competition for the allocation of scholarship, other economic contributions and services, for the right to university study for the **a.y. 2020/2021**

PART FIRST – Generalities of competition

Art. 1 – Law referent

The announcement of competition for the allocation of study grants, other contribution and services for the right to university study, for the a.a. 2019/20, approved by the resolution of an extraordinary Commissioner of the Ersu Palermo with the power of manage of 12 July 2019, is drawn up based on "Guide to compilation of the announcement of competition for the allocation of the scholarship, other contributions and services, for the right to university of the ERSU of Catania, Enna, Messina and Palermo" note of the regional council member prot. 2428/GAB of 10 June 2019, of the guidelines ANDISU to the application of the resources as referred in the art. 236 comma co of Decree Law 19 May 2020 n.34 approved by the Conference of the Regions at the sitting of 18 June 2020, training course a.y 2020/21, of the university institution relating the ERSU Palermo, as referred tab.1 in the appendix, and in accordance with the following legislation:

- Art. 21 of the law n. 390 del 2.12.1991 not abrogate
- Regional Law n. 10 of 27.04.1999 "Measures of regional finances and law of programming subject, accounting and control. Various provisions with reflections of a financial nature";
- Ministerial Decree n. 509/99 laying down provisions of the new educational regulation of universities which providing for: bachelor's degrees, master's degree, master's degree of single cycle, residency, PhD and the introduction of academic credits;
- Law 21.12.1999, n. 508 "Revision of the musical conservatories"
- Prime Minister's Decree 9 April 2001 laying down provision uniformity of treatment on the right of university studies;
- Regional Law n. 20 del 25.11.2002 on the right of university studies in Sicily
- Law off 22.12.2011 n. 214 laying down urgent measures for growth, fairness/equity and fiscal consolidation
- Legislative Decree. n. 68 del 29.03.2012 laying down in the area of revise the law principle in the field of right to study and valorisation of university legally recognised;
- Prime Minister's Decree n. 159 of 5.12.2013 and of del Ministry of Labour and Social Policy Decree of 7.11.2014 adopted by common agreement between/ with the Head of Financial Department of the Ministry of economic affairs and finance, published on the official journal of 17.11.2014;
- Ministerial Decree 10.08.2017 n. 616 concerned with/ having as its object "Initial training/basic training and inclusion in the teacher function for teacher of secondary school";

- Interministerial Decree n. 798 of the 11 October 2017 "Regional financial requirements decree "
- Decree Law 23 February 2020, n. 6, "*Urgent provision of prevention and management of the COVID-19 emergency*" and converted with modification by the Law 5 March 2020, n. 13;
- Decree Law 17 March 2020, n. 18, Improvement measures of the national health service and of economic support for household, workers and related to the COVID-19 emergency"
- Decree Law 25 March 2020, n. 19, "*Urgent provisions to dealwith COVID-19 emergency* ";
- Prime Minister's Decree 4 March 2020, "*Urgent Provision in relation to prevention and management of the COVID-19 emergency*";
- Prime Minister's Decree 10 April 2020, "*Implementation provisions of decree-law 25 March 2020, n. 19, urgent measures to dealwith the COVID-19 emergency, applicable throughout the national territory*";
- Directive n. 2 of the Minister for Public-Administrationregistered at the Court of Auditors, on 12 March 2020 n. 446, "*indication of prevention and management of the COVID-19 Emergency in the public administration as referred in the art.1, co. 2, of the legislative decree 30 March 2001, n. 165*";
- Contingency and emergency ordinances n. 5 of the 13/03/2020, n. 6 of the 19/03/2020, n. 7 of the 20/03/2020, n. 10 del 23/03/2020 and n. 14 of the 03/04/2020, adopted by the Governor of Sicily under art.32 co. 3, Law 23 December 1978, n.833 hygiene and public health establishing measures for the prevention and management of theCovid-19 epidemiological emergency ,as well as the following interpretative notes;
- Deliberation of the Sicilian Regional Council n. 132 of the 7 April 2020 "*COVID-19 Emergency. Straordinariy measures for students not-resident*";
- Ministerial Decree n. 62 of the 6 May 2020 "*Definition of the lists of poor countries, characterized by the presence of a law humandevlopment indicator for the a.y 2020/2021*";
- Ministerial Decree n. 63 of the 6 May 2020 "*Update of minimum amounts of scholarships a.y 2020/2021*";
- Ministerial Decree n. 65 of the 9 May 2020 "*Update of the ISEE and ISPE thresholds a.y 2020/2021*";
- Law n. 104 of the 5 February 1992, "*Framework-Law for the assistance, social integration and the rights of people with disability*";
- Law n. 170 of the 8 October 2010, "*New rules concerning the specific learning problems in school*";
- Legislative Decree n. 147/2017 "*Provisions relating to the introduction of a measures to revers the poverty*"
- Decree Law n. 4/2019 "*Urgent provision in relation to Reddito di cittadinanza end pension*";
- Decree Law 19 May 2020, n. 34.

Art. 2 - Finality

This announcement sets out the rules for participation for the granting of benefits payable (to be paid) in the form of scholarships, services and other contributions for the a.a 2020/21.

Scholarship be financing by funds:

- Revenue from regional taxes paid for the right to university study;
- Resource of institution;
- Share of supplementary state fund (FIS) for study del Fondo Integrativo Statale (FIS) per le borse di studio, resa disponibile dal MIUR;
- Any others resources of institution.

ERSU reserves to assign and provide of the above, depending on the funds available in cash.

The percentage of funding for the reserved scholarships and others contributions are show in the tab.2 in the appendix.

1/3 of the economic resource available, excluding reserves, will be distributed to the students who enrolled in the first year.

2/3 of the economic resource will be distributed to students enrolled in the years next the first in relation to the number of the scholarship applications received within the deadlines laid down in this announcement.

To all degree courses will be granted one scholarship for each year of degree.

The Decree Law 19 maggio 2020, n.34, article 236, co. 4, has an extraordinary allocation of funds in favor of intervention for the Right to study to allow the possible extension even to students who have not reached the merit for the a.y 2020/2021 due to difficulties impact on university students

ERSU has reduced the procedural arrangement type A (single announcement of two lines) proposed by ANDISU for the management of the extraordinary measure.

Only for students who intend to enroll in the a.y 2020/21 in the years following the first, can apply for:

➔ **Linea A** those who are in possession of the requirement of merit provided in the art. 9, have achieved a number of credits reduced than those provided for 10 August 2020;);

Linea B those who are in possession of the requirement of merit reduced of so-called "Bonus Covid", or those who have achieved a number of cfu reduced than provided for the line A. The "Bonus Covid" (cumulative with bonus standard) is fixed at 5 CFU for students enrolled in the courses UNIPA and LUMSA and at 10 CFU for students enrolled in the courses AFAM.

the requirement of merit to request the scholarship (determined on the number of cfu provided in the study plan) is reduced by 5 cfu for applicants UNIPA and LUMSA; reduced by 10 cfu for students AFAM. (see tab. 5.1, 5.2, 5.3 e 5.4 in the appendix)

Finally, there will be two separated rankings: line A and line B.

Are financed before all students eligible of the line A, therefore, to the availability funds, those who have obtained the number reduced of cfu (students of line B).

In other words, the students who have obtained, on 10 August 2020, CFU:

- ➔ equal or more than threshold provided for maintenance of scholarship (tab 5.1, 5.2, 5.3 and 5.4), **will apply on line A** (if CFU equal or more than minimis threshold provided on 10 August 2020 → *graduatoria Linea A*)
- ➔ Equal or more than threshold provided for maintenance of scholarship reduced "Bonus Covid" (tab. 5.1, 5.2, 5.3 e 5.4 reduced by 5 cfu for students UNIPA and LUMSA and by 10 cfu for students

AFAM), **will apply on line B** (if CFU >= threshold provided on 10 agosto reduced of the bonus Covid → ranking Line B).

The announcement of ompetition will be available in the website of institution www.ersupalermo.it

Art. 3 – Modality of participation and dedlnes

The applicants a.y 2010/2021, **for partecipae in the competition**, will have to follow this procedure:

1. Access in the internet application available in the persona page of the service "ersuonline" (register at the first access- credentials are iussed by UNIPA or access with the SPID credentials);
2. Fill in the required fields of the form;
3. Confirm the data declared, generate the OTP and wait the SMS with the code for validation (**ATTENTION: the OTP code will be sent to the number indicated during registration in the student portal**);
4. Validated the entered data i the request of benefits entering in the appropriate field (**within 60 mins from thr registration**) the OTP code received by SMS (ATTENTION: OTP code unused withi 60 mins will be not valid and will be necessary to generate).



Activation online procedure to fill in the request for participate in the competition:

From 9:00 of 21 July 2020

Deadline for comilation the request for participate in the competition:

Not later than 14:00 of 4 September 2020

Deadline for the validation of the request to participate in the competition with OTP code:

Not later than 15:00 of 4 September 2020

Link for registration:

https://immaweb.unipa.it/immareg/facelets/anag/ins_anag_generale.seam?partnerId=IMMAWEB

Link to access, from the institutional website of the ERSU, directly in the personal of the service page servizi "ersuonline" of the student portal:

<http://ersuonline.ersupalermo.it>

Students who have the credentials under public digitalidentity service (SPID), ca access the student portal UNIPA with the credentials SPID and from the menu item "Altro" of the student portal, select "Servizi E.R.S.U." to enter your own personal page of service "ersuonline".

Link to access in the student portal with SPID (select frm te menu item "Altro" and "Servizi E.R.S.U."):

<https://idp.unipa.it/idp/profile/SAML2/Redirect/SSO?execution=e7s1>

Technical assistance and the answer sen twill be granting **until the hours 13:00 of 4 September 2020**.

The request of benefits, validated with OTP and sent only online, shall be regularised within 30 April 2021.

The benefit applicants must upload, through appropriate online procedure available in the subsection named "FASCICOLO" created in the homepage of the service "ersuonline" in the student portal, the additional documentation (single PDF file) for the regularisation of the request of scholarship, will be considered valid for access to all services granted by institution.

Exemple:

- **Copy front/back of ID (ALL participants except those who access with);**
- *Copy of residence permit (foreign students);*
- *copy of the documentation attesting the disability (or those who request reserved benefits);*
- *copy of sentence of separation/divorce (for students with separated or divorced parents);*
- *copy of the documentation attesting the economic situation- ISEE equalized- (for students with household overseas);*
- *other (specify).*


The benefit applicants, **to regularise the request of benefits**, will have to follow this procedure:

1. access to the application of institution in the <http://ersuonline.ersupalermo.it>, with credentials issued by university or with SPID;
2. Fill in the form for the acquisition of the additional documentation (for example, for ID it's necessary to indicate the date of issue, expiry date, municipally that issued the document...);
3. Scan all documents into one pdf file with a maximum size of 2 Megabyte (example. Copy ID, certification attesting the disability...);
4. upload PDF file.

Repeat the procedure for each scanned document (file pdf).

 **The request of benefit not regularised will remain suspended the request shall be regularised, on pain of exclusion, within 14:00 of 30 April 2021.**

Technical assistance and the answer sent will be granted **until the hours 13:00 of 30 April 2021.**


 The application for the compilation of the request to benefits will be disabled at **14:00 (italian time) of 4 September 2020.**

The application for the validation with OTP of the request to benefits will be disabled at **15:00 (italian time) of 4 September 2020.**

The application for the regularisation of the request to benefits (upload of ID and any additional documentation in the appropriate section of the personal page "ersuonline" will be disabled at **14:00 (italian time) of 30 April 2021.**

The request submitted by different means than the procedure will be excluded from the competition.

After validation of the request, and within the following 24 hours, student will receive, on the mail indicated on the registration, the receipt of registration (protocol).

 Indicate a valid mailbox

If the student wanted to modify the data of an application already submitted, he must cancel and to repeat the entire process (forward internet and send the application).

The last application submitted will be the one considered valid for the purposes of the competition.



The student who wants to request the **transfer-in of the request to scholarship** presented to other institutions for the right to study, must submit an application to the Entity that must be sent exclusively to PEC, to the following e-mail address protocollo@pec.ersupalermo.gov.it, the request and documentation not later than 26 October 2020, under penalty of exclusion with object "Transfer request for benefits a.y 2020/21 ", provided that the original request was presented within 30 August 2019, excluding the decree course from which is planned a national rankings. .

If the request were to remain later of the data of publication, this benefit will not be granted.

ERSU Palermo declines every responsibility if the documentation were arrived after deadline.

The student, who wants to request the "transfer-out" of the request to scholarship presented to the ERSU Palermo, must submit a request to the ERSU Palermo using a special online application available on the personal page of the "ersuonline" services of the student portal.

The ERSU of Palermo will provides to the transmission at the institution of destination, of the same, declining every responsibility if had not be approved.

All students must communicate to the competitions and benefits office for any change occurring after the date of application, relating to their university career, the change of residence, delivery address or mobile phone, change or termination of contract of location. Etc. etc....

Scholarships will be originally paid on the basis of self-certification (with exception of medical documents)

Art. 4 – Any eventual documentation


The benefit applicants must upload, through appropriate procedure available in the subsection named "FASCICOLO" in the homepage of the service "ersuonline", the additional documentation (single PDF files) for the regularisation of the request to scholarship that will be considered valid for access to all services granted by institution.

All benefit applicants (excluding those who submitted the request of benefits with SPID), must upload the copy front/back of ID.

Some categories of students, in order to request for the benefits is considered valid, must upload, also, the following additional documents:

- **Disabled students** – Medical certificate, granted by administration certifying, attesting the level of (not less than 66%) or in conditions of seriousness as per article 3, paragraph 3 of Law 104/92 or the specific learning disabilities as referred in the Law 170/2010;
- **Foreign students from outside European** copy of valid residence permit (or copy of payment for renewal) and equal ISEE/ISPEU with the documentation issued by competent authorities, translated in Italian and legalized, if required;
- **Foreign students from poor countries (D.M. n. 62 of 06/05/2020)** - copy of valid residence permit (or copy of payment for renewal) and Certification of Italian Representative in the country of origin, attesting that doesn't belong to a rich family and to high social level;

- **Stateless students** – certificate issued by civil court;
- **Foreign students political refugee, having right to international protection** - Certificate issued by the Internal Ministerial;
- **Foreign students children of Sicilian migrants overseas** – Certificate of residence overseas own ad of his family and possible ISEE/ ISPEU;
- **Students to orphan students of job victims** – Certificate issued by INAIL;
- **Students victims for reasons of mafia** –Certificate issued by competent institution;
- **Students victims of usury and/ or student who are children of usury victims** - Documentation issued by competent authority;
- **Orphan students that show to have been guest in a public or private host structure** – Documentation issued by competent structure;

 The document produced by foreign students, issued by the competent authority, will have to be translated into Italian and legalized in accordance with the legislation

Art. 5 - Incompatibility


The Scholarships allocated from ERSU are incompatible with other grants given from other institutions public or private and with university collaboration (activity of part-time or tutoring) published for academic year 2020/2021, with the exception of checks for promotion of tutoring activity preparatory and recovery, as referred in the art. 3 paragraph 2 of the Ministerial Decree 1047/2017.

The assigns of scholarship that had develop this activity; however will have the right to balance between the amount of scholarship of the Ersu and that received by the university institution, therefore students will presented the request for balance indicating the amounts of scholarship provided by other institution

Art. 6 - Recipients

All students who are enrolled or intend to register for academic year 2020/2021 at the university institutions operating on the competence territory (see table. 1) for the following courses:

- Courses of triennial degree, master's degree of single cycle and master's biannual (new order), that have economic requirements and of merit/credit specified in articles 8 and 9;
- Courses of research doctorates (PhD) (activated from/ by university under article. 4 of Law 03/07/98 n. 210) as a long as don't' retributive;
- Course of specialisation (except medical courses ad except medical under of Legislative Decree 17 August 1999 n. 368) as a long as don't retributive;
- Course of high artistic formation and high musical, which is entered only with possession of high school diploma/ title.

 Students that have effected a renouncement of study or have lapsed can participate to announcement if pay the university taxes and return to ERSU the amounts of fees relating to economic and non-economic benefits (scholarship, the amount for lodging and meal) of the academic year under consideration..

Except as provided by the first paragraph on this article, can participated in the following competition:

- Students that will graduate non later than extraordinary session of the academic year 2019/2020 (March-April 2021) and that will not enrolled for academic year 2020/2021
- The recipients belonging to this category, including the reserved scholarships, are considered to be assigned with reserve, as they will be paid only if, in the case of non-degree, they will enrol in the first year F.C (out course) for the A.A. 2020/21 (for the for the allocation of the year of course see art.9 of this announcement);
- lose the right to to the monetary amount the students who graduate whitin the extraordinary session relative of the a.y 2020/2021 (March-Aprile 2021)- there is the possibility of mantaining the lodging and the food service , at reduced retae on the basis of economic conditions, until the moment of graduation;
- students not yet graduates at the triennial and enrolled with reserv in the first year of biennial magistral;
 - a. the recipients of this group, the benefits,including the reserved sholarships, shall be allocated with reserve, because will be provided only if, after the triennial degree, they enrolled for the a.y 2020/21 in the first year of the biennial magistral, s referred in the artt. 9, 17;

the benefit applicants grad students, who have obtained the degree within the extraordinary session f the a.y . 2019/20 (march-april 2021) and who intend to enroll in the first year of bienial magistral degree for the a.y 2020/21, may rectifi their request (only the information related to career, from 1° year fc of three years degree to 1° year biennial magistral'degree) **within 30 April 2020** (communicate the registration in the a.y 2020/21 in the first year of biennial magistral degree sending an email uob1@ersupalermo.it).

the benefit applicants not yet graduated to the triennial degree and enrolled with reserve in the first year of biennial magistral degree, who have obtained their degree within the extraordinary session of the a.y. 2019/20 (march-april 2021) and who renew the registration in the first year fc n the triennial degree course, may rectify their request (only the information related to career, from 1° year magistral degree to 1° year fc three years degree) **within 30 April 2020** (communicate the registration in the a.y 2020/21 in the first year fc three years sending by email uob1@ersupalermo.it).



For students UNIPA, the rectify take place of office(the institution has access to data bank UNIPA and acquires directly the information relatinf the career); resta students LUMSA e AFAM must notify the registration and the rectification year of course corso (ex. from 1°fc triennial to 1°magistral ...)

Students that at the same time teach on the learning process under Decree Ministerial 606/2017, and that have economic and merit requisite, the course of study is increased of six months (reference also benefits to right to study)

Art. 7 – Duration of granting benefits

The benefits will be granting if there are economic requirements and merit requirements provided for the periods indicated:

- New order: courses of triennial degree, master's degree of 2 years and master's of single cycle (including the triennial degree and empirical of the high artistic and musical formation); the duration of concession of benefits is 7 semester for triennial degree, five semesters for master's degree of 2 years and master's of single cycle
 - 9 semesters if the duration is to 4 years
 - 11 semesters if the duration is to 5 years
 - 13 semesters if the duration is to 6 years

Equivalent at the first semester of 1 years out course for all benefits (except university residence) with right to granting, for first years out-course, an amount halved (1 semester).

- **New order:** students with disability, as referred in the art. 3 paragraph 3 of the Law 104/1992 or with invalidity not less than 66%, provided for in the Ministerial Decree 9 April 2001 or with learning disabilities, as referred in the Law 170/2010: courses of triennial degree, master's degree of biennial/ 2 years and master's of single cycle (including the triennial degree and empirical of the high artistic and musical formation), the duration of concession of benefits is 9 semester for triennial degree, 7 semesters for master's degree of 2 years and master's of single cycle: :
 - 11 semesters if the duration is to 4 years
 - 13 semesters if the duration is to 5 years
 - 15 semesters if the duration is to 6 years

Equivalent at the first semester of 2 °years out course for all benefits (except university residence) with right to granting, for second years out-course, an amount halved (1 semester).

- PhD and school of specialization new order triennial degree, master's degree of two years and master's degree of a single cycle, the duration of granting of benefits is that provided in the didactic order (is not provided the 1 F.C "out course").

Art. 8 – Economic- capital requirements

The economic conditions of the student are identified, in accordance to the ISEE and ISPE under regulation of the new ISEE referred to in the Prime Minister's Decree 5 December 2013 with specific reference to the benefits for the right to university study.



The students who have the **valid ISEE with specific reference to the benefits for the right to university study** Can participate in the competition

For ALL students with income produce in Italy, during the online compilation to participate in the competition, is made available the last ISEE (complete and certified) issued by the INPS.

Students who make use of the ISEE, for the request of benefits, of the ISEE containing the notation of not-conformity, must presented valid documentation, issued by the intermediary (bank, Italian post, other) which has informed the financial reports to the revenue agency to prove completeness and veracity of the data indicated in the declaration (see note 16 in appendix)

The students who have an ISEE and/ or ISPE which exceeds the limits set out in table 6 in the appendix, are excluded from the benefits provided in the announcement.



DSU for the calculation of the ISEE for benefits for the right to university study, will be presented to the INPS only electronically (to the web site www.inps.it through computer stations self-service located in the INPS), to the municipalities, to the Fiscal Assistance Central (CAF) or to the 'ERSU Palermo (institution which provides the social facilitated performance) parties to National Committee and signatory of the memorandum of understanding with ANDISU–National Association of organisation for the right to study signed on 3 June 2015 (see in appendix the list of CAF).

ISEE (Financial Situation Index) shall be granted without cost for the student.

If the student, although they requested the ISEE for the right to university study, they

aren't in possession at the time of request, five days before the deadline for participate to announcement (**from 9:00 of 30/8/2020 to 14:00 of 4/9/2020**), **can indicate in the online request the details of receipt (sender protocol/ CAF protocol), issued by CAF, confirming the presentation of DSU for the issue of the ISEE**, but must notify the institution, not later than the deadline laid down in the announcement (during the period of submission of the ratification/integration), under penalty of exclusion from competition, the DSU protocol of the ISEE.

The student who will not have provided to integrate the information during the period of ratification, will be excluded from the competition for the impossibility of value the possession of economic conditions laid down in the announcement.

The student must verified the veracity and the fairness of the date entered in DSU

Il The Prime Minister's Decree n. 159/2013 provides the opportunity to submit the **actually ISEE** if the student intend to point out to changes of the family and financial conditions in order to the stone of ISEE of the his households.

The new ISEE and ISPE should be below the limits provided for participate to announcement of competition. participate to announcement of competition.

For a correct definition of the household reference is made provision under the current legislation (some indication are are laid down in the appendix).

The **foreign student** is required to submit the calculation ISEE equalized (contact the CAF for the determination) **within 14:00 of the 12 october 2020** (deadline for rectify and integration of data) According to the country in which the income is produced ans is available the assets of the family of origin, it's also necessary to attach to the request for scholarship, the documentation iussed by the competent authorities of the country, translated into italian and legalized if applicable. He foreing student is always obliged to declare also the incomes and the capital possibly owned in Italy by the houshold.

The foreign student resident in Italy without income and wealth abroad, being assimilated to Italian students , must be in possession of the ISEE Certificate for benefits for the right to university study.

Where the persons , having requested the calculation of the ISEEU/ISPEU equalized, concerned do not have of the time of compilation **five days before the deadline for participation in the competition (from 9:00 of the 30/8/2020 to 14:00 of the 4/9/2020)**, may indicate , during the online compilation of the benefit request , the only tax code of the registrant but they will still have to communicate to the Authority , not later than 14:00 of 12 october 2020 (deadline for submission of the corrections/additions declared), on pain of exclusion from the competition the ISEEU/ISPEU values equalized



For a correct definition of the household reference is made provision under the current legislation

Art. 9 – Requirements of merit (Line A and Line B)

The student will be evaluated after the date of their first registration or re-registration, for the determination of the years of course and of the merit requested.

a. Students anerolled in the first year of the triennial degree, master's degree of two years and master's degree of a single cycle


The requirements of merit, for student of first year, will be valued later, in the moment of granting the scholarship, under art. 24 and summary in tab.4 in the appendix.

b. Students enrolled in the first year of the PhD and school of specialization

The requirements of merit is that provided from didactic order

c. Students enrolled in the years following the first in possession of the requirement of merit (Line A)


Students enrolled in years following the first are required a minimum number of CFU (university credits) at the time the application is submitted. University credit, **be obtained not later than 10 August 2020**, under art.5 paragraph 2 of MIUR Decree of the 3 November 1999 and summarised in the table 5.1, 5.2, 5.3, 5.5 in appendix.

 The student, in the online request to participation of competition, must declare to be in possession of merit requirement, indicating the total amount of CFU(achieved, validated) registered on the study plan as of date **10 August 2020**. The study plan is refers to the time of submission to request of grant.

See the guidelines for the correct determination of the merit in the appendix.

On the basis of the official communication from the institution relating the Ersu Palermo about the existence of study planes which provides a different distribution of CFU than laid down by the art. 5 paragraph 2 of the MIUR's Decree of 3 November 1999 (that is 60 CFU for any years of course) to enable students to participate in the competition, the ERSUre-evaluate the number of CFU provided in the 5.1, 5.2 by applying the the proportion as referred in the art.6 paragraph 4 of the Prime Minister's Decree of the 9 April 2001 (see tab. 5.3, 5.4 in the appendix).

The minimum number of credits is rounded using the arithmetic criterion.

 **The requirement of merit revalued following the communications of university institution, for UNIPA students of years following the first, is made available during the on line compilation of request of participation to announcement.**

The requirement of merit, for student registered to academic years next following first of advanced degree and PhD, is that provided in their didactic order.

Who will effect for academic year 2020/2021 the transfer of university institution of degree course or system, the requirement of merit for access to the benefits, are those resultant from the career of origin: the student will must therefore declare, in the request of benefits, the degree course from where it comes from.

d. Students that have triennial degree who enroll in a single-cycle master's degree and admitted to the fourth year

These students can use the benefits for 2 years plus the second semester of the fourth year(For the master's degree to single-cycle of 5 years) or use the benefits for 3 years plus the second semester of the fourth year (for master's degree to single cycle of 6 years) , provided that two-year master's degree has been abolished for the course in question. They will be able to take advantage of the additional semester provided they have not already used it in the triennial degree.

The students should indicate in the on-line procedure that these is "**PROSECUZIONE LAUREA**".

The participant will be included in the list and rankings separate with criteria established of the next art.19.

The student that who enrolled the fourth year will be assessed according to what is as provided for to the students enrolled in the first year, while the student that will enrol of the fifthly year will be valued as

provided for the students enrolled in the years following the first.

e. Bonus

If the student, registered of the triennial degree and master's degree of single cycle, has not achieved the minimum number of credits required for participate to competition, for the achievement of merit requirement, he may use, in addition to the credits already obtained, a bonus, as follows:

- Up to **5 credits** if used for the first time for the achievement of benefits for the second academic year ;
- Up to **12 credits** if used for the first time for the achievement of benefits for the third academic year ;
- Up to **15 credits** if used for the first time for the achievement of benefits for the years next first .

The bonus can be used only once and not be combined (for example. The student registered on the third year is entitled to 12 credits of bonus and not 17 credits). If it is used only in part, the unused part in the academic year reference can be used in the following years.

The students enrolled of biennial (2 years) master's degree, for the achievement of merit requirement provided in the table 5.1 and 5.3 in appendix, can use the total bonus (15 credit) if they have never used it, or has not been used in the previous degree course (triennial degree).

The bonus cannot be used by students enroled to PhD or advanced degree.

f. Students with severe disability, as referred in art.3 pharagrap 3 of the Law 104/92 or with disability equal or greater to the 66% non inferiore al 66%, as referred in art.14 of the Prime Ministerial's Decree DPCM 9 April 2001 or with specific disabilities, as referred the Law 170/2010

The criterion for the allocation of the benefits and services differ for the maximum provided for 40%, in order to account of the different of the productive time in a specific disability, of the possible absence, in a time of realization of the curriculum or the other organizational difficulties.

In order to apply for the scholarship, students enrolled in the years next the first must have passed the number of CFUshow in the tab. 5.2 or 5.4 i appendix, within 10 August 2020,redouced of 40.

The merit of requirements for student enrolled in the first year will be valued in accordance with table 4 in appendix.

The scholarship is allocated to students with disability as provided for in art.6, the lodging is granted for another semesters.

If the student, enrolled in the triennial degree or master's degree to single cycle, has not achieved the number of CFU planned for participated to the announcement, for achieving of merit requirements, will be able to use, in addition to credits obtained, a "**bonus**" (equal to 40% less than those specified in point d)explained as follows::

- Up to **3 credits** if used for the first time to obtain the benefits for the second academic year ;
- Up to **7 credits** if used for the first time to obtain the benefits for the third academic year ;
- Up to **9 credits** if used for the first time to obtain the benefits for the year next the first.

The bonus can be used only once and not be combined. If using only part of bonus, the part, which is not used in the relevant academic year, may be used in the next year.

The student enrolled in the master's degree, for the achievement of merit requirements, can be used the

full bonus, if he never used, or the part of bonus which never used in the triennial degree.

The students who enrolled in the advanced degree or PhD cannot use the bonus.

g. Students enrolled in the years next the first in possession of the reduced merit requirement "Bonus COVID" (Line B)

students enrolled in the year following the first, at time of submission of the request, must have a minimum number reduced of CFU to be eligible in the alla Line B. This credits must be **acquired withi 10 August 2020**, as referred in the art. 5 co 2 od the Decree MIUR of 3 november1999.

 **The required of merit standard (see tab 5.1 and 5.2) is reduced by 5 cfu for stdents UNIPA/LUMSA and by 0 cfu for students AFAM.**

On the basis of official communications from the university institution relating theERSU Palermo on the existence of study planes that providin a distribution of credits different from that established by art. 5 co 2 of Decree MIUR of 3 November 1999 (60 CFU for each year of course) to enable students to participate in the competition, the ERSU revalued the number of CFU provided for in the tab. 5.1 and 5.2 applying the same proportion under art.6 co 4 of the Prime Miister's Decree of the 9 April 2001

the minimum number of credits is roundedusing the arithmetic criterion.

 **The requirement of merit revalued, see tab 5.3 and 5.4, is resuded by i 5 cfu for students UNIPA/LUMSA and by 10 cfu for students AFAM.**

The general rules on merit shall apply also to the LINE B, which provides the possession of the reduced merit requirement of "Bonus Covid"(achievement of the number of credits to 10 August 2020.

Particularly, where the participants in the competition, enrolled in the degree course or in the single cycle magistral degree, , have not achieved the minimum number of credits provided to participate in the competiton LINEA B, in order to achieve of the merit requirements , ill be able to use, in addition to credits actually earned , a "bonus", matured in the modality indicated in the point e) of this article.

Art. 10 – Reasons of exclusion

Students who are in possession of the expected economic and merit requisites will be excluded from the competition:

- They hold a degree (even if obtained abroad, provided they are recognized by the University Institution) at or above the enrolment course and for which they require benefits, namely :
 - a. Enrolled or intending to enrol in a first level degree course, in possession of a university degree (pre-reform courses for university courses);
 - b. Enrolled or intending to enrol in a first level degree course, with a first level degree;
 - c. Enrolled or intending to enrol in a single-level master's, master's or master's degree program, with a single-cycle master's degree or master's degree;
 - d. Enrolled or intending to enrol in a singly master's degree (only for the first 3 years) in possession of the triennial degree;
 - e. enrolled or intending to enroll in a syngle master's degree, in possession of a master's degree or specialistic degree;
 - f. Enrolled or intending to enrol in a first-level degree course, single-cycle master's or master's degree program, with an old degree (DM 509/99);

- Registered to part-time in the academic year for the benefit announcement of competition
- Registered for short course in the academic year for the benefit announcement of competition;
- Attend single courses ;
- Don't have an economics and merit requirements laid down in announcement of competition ;
- Have already used benefits for the same year of study;
- Haven't validated with OTP code the request of benefits within the deadline laid down in the announcement
- They have not edited, within the period provided for the submission of correction form, the irregularity detected by the office and published on the list of participants in the competition;
- having self-certified data that are different from what can be found in the attached documents and database ;
- They have presented attestation/ certificate ISEE not valid for the announcement of competition;
- Have submitted attestation ISEE irregular (expired, not valid for the performance facilitated for the right to university study, with notes relating omissions/deformity ecc...) and who unhealed within the deadline of the period for the submission of the module of rectification/integration of date, the irregularity recognised and posted in the lists of participating in the competition (see tab.16 in the appendix);
- Result debtors, those who were revoked the benefits for the previous academic years and which have not provided to refund of the amounts received (scholarship and other benefits).

Art. 11 – Data Processing

The students should consult the privacy policy, before the compilation and the presentation of the online request of benefits (self-certification), provided for in Art.13 of the Legislative Decree 196/2003 and laid down in Regulation European Union (General Data Protection Regulation) n.2016/679.

By signing the same, students declare to have read the content, and in particular that: :

- Personal data provided, as well as those contained in the documentation produced, will be processed, without their express consent, for institutional purpose (activities relating to manage of the competition for scholarship, other contributes and services for the right to university study, attributable to intervention of important aims of public interest under art.68 of the Privacy Code), to fulfil the obligations laid down in relevant law and for the statistical actives;
- The particular categories of personal data (information that...detected racial origin or ethnic, the political opinion, general data etc. etc....) possibly collected, will be found, registered, stored and later processed, will be relevant, complete and not excessive in relation to the purpose listed above;
- The data transfer is obligatory, under penalty of excluding from the competition.

The personal data will not be disclosed; in the rankings, the names of participants will be replaced from the number of submitted applications (ID Web).

The person who protect the data provided are indicated on the request of benefits.

Art. 12 - Checks

The ERSU will carry out to self-certificate, under the Law. 127/1997 as amended and addition, with the

following forms and means laid down under the legislation in force

ERSU may take to students information which refers back to self-certification, even after the award of benefits and will carry out of veracity of declaration and of the documents submitted, making use of the collaboration:

- Revenue Agency
- Municipally;
- National Social Insurance Agency;
- University of Palermo and other university institutions;
- Financial Police or municipal police of the municipality of residence if the student is Italian;
- Consulates, when it comes to foreign students of the students whose their familiar living abroad;
- Of data held of the information system of the Financial Ministerial of the financial statements and of the Economic Planning, as well as of the System of trade information, developed by the Revenue Agency on currents accounts of the contributors;
- Of the Information System of National Social Insurance Agency Tesoro;
- Of the informatic system of INPS.

The ERSU will send to National Social Insurance Agency, the list of the recipients of scholarship, as provided by Decree 8 March 2013 related to "Defining of the modalities to strengthen of the control of the ISEE"

Art. 13 – Withdrawal of benefits

Shall be withdrawal all benefits to students in one or more of the following instances:

- ✓ Vane not been registered for the a.y 2020/21 (except, for the hose service, the grad students, see art.5)) **not later than 30 April 2021**, exception provided by the university institution when the student should result enrolled (as benefits requested);
- ✓ who transfer in another university during the a.y 2020/21;
- ✓ renounced to studies during the a.y 2020/21 **not later than 30 April 2021**;
- ✓ have not regularized the request benefici (upload of copy ID and any eventua documentation) **not later than 30 April 2021**;
- ✓ have a heritahe that exceeds he value provided by the announcement;
- ✓ have not the merit provided in the tab. tabelle 5.1, 5.2, 5.3, 5.4 in the appendix;
- ✓ have not declared an additional renounce to studies;
- ✓ students of the first year who within the date indicated in the tab.4 have not achieved the credits provided;
- ✓ Are beneficiary of the scholarship or another benefits granted in the academic year 2020/2021, as referred as art.5, except the power to action laid down in the announcement ;
- ✓ Graduating before the extraordinary session of 2019/2020, even if was made the payment for the taxes for the academic year 2020/2021;
- ✓ The student that do not present additional documents within the deadline laid down in the personal communications receipt;
- ✓ The students that are in the guess under the art.10 or of which the ERSU is after made aware

The refusal revocation entail an obligation to repay of the money benefits and of the services consumed (scholarship, housing services and meals based the revenue bracket) and in the cases described in the art.14. will be applied the legal terms.

For economic difficulties of the student may be granted the refund of sums in more solutions, within 10 months from the order to revocation.

The payments will be made through **PagoPA** to the following link <https://www.ersupalermo.gov.it/amministrazionetrasparente/pagopa/>

Any eventual costs for to make payments are payable by the student.

The students is forced to deliver, to the office of the ERSU, the copy of the receipt proving that payment has been made among the treasury of the institution.

Art. 14 – False declaration, exclusion from benefits and penalties

The recipients of benefits that were to submit false declaration will have revoked the benefits attributed and are to be cited to the judicial authority about crimes of:

- Falsification made from the private in a public document(art.438 of the Penal Code);
- False attestation of an police officer about identity or about his personal quality or someone's o (art. 495 of the Penal Code)
- Fraud against the State or other public body (Article 640 of the Criminal Code and ss.mm.ii.)

In application of Article 10 of Legislative Decree No. 29/03/2012 No. 68, anyone who submits untrue statements, their own or members of the family unit, in order to receive the relevant interventions, is subject to an administrative penalty consisting of payment of a sum of three times the amount received, or the value of services improperly used, and loses the right to obtain other payments for the duration of the course of studies, without prejudice to the application of the sanctions referred to in 38, paragraph 3, of the Decree-Law of 31 May 2010, n. 78, converted, with amendments, by the law of 30 July 2010, n. 122, as well as the criminal provisions for the facts constituting the crime.

Pursuant to art. 2946 C.C. (ordinary prescription), the Administration can also collectively recover all sums owed by students within ten years from the date of collection of the related payment order.

Art. 15 – Publication of rankings of participants

the lists of all participants will be published **within 1° October 2020** on the institutional site of ERSU and on the personal page of services "*ersuonline*" (see reminder on page).



Participants should pay particular attention to the notes published in the lists next to the provisional suspension or rejection results

The ERSU not send any information about the results of competition directly in the address of student.

The publication of the lists and the rankings on the ERSU website of Palermo and on the personal page ERSU services of the student portal constitutes notification to the interested party (article 32 paragraph 1 law n ° 69 dated 18/06/2009).

L'ERSU shall publish the list, for notifying students the result of competition, concerning possible corrections/integrations to be entered.

Art. 16 - Rectification/additions to data declared

Any eventual rectification/additions of personal data or statements made may be made submitting online the "Module of rectification/additions of data", through the application available in the personal page of services "ersuonline"

Recipients to submit the "Module of rectification/additions of data", should be performed the following procedure:

1. Access in the personal page of servies "ersuonline" of the student portal;
2. Fill in the required fields;
3. Confirm the data declared, generate the OTP and wait SMS with a code for the valiation of the data (**ATTENTION: the OTP code will be sent to the number indicated during registration in the student portal**);
4. Validated the entered data i the request of benefits entering in the appropriate field (within 60 mins from thr registration) the OTP code received by SMS (**ATTENTION: OTP code unused withi 60 mins will be not valid and will be necessary to generate**).



Activation online procedure to fill in the request for participate in the competition:

From 9:00 of 2 October2020

Deadline for comilation the request for participate in the competition:

Not later than 14:00 of 12 October 2020

Deadline for the validation of the request to participate in the competition with OTP code:

Not later than 15:00 of 12 October 2020

Technical assistance and the answer to the questions sent by e-mail will be ensured **until the hours 13:00 of 12 October 2020**.

In cases where the date of publication is deffered, the period of submission of the "Module of rectification/additions data" èis set under 10 consecutive day starting from the day of publication of them.

For the attestation concerning the annotation of the omissions or disagreements see tab.16 in appendix.

Art. 17 – Ranking lists

The outcome of the competition is defined through the complation of the following types of rankings, **(distinct in Line A and Line B)**, chronological order:

- a. Ranking lists;
- b. Ranking lists with assignee designation;
- c. Ranking lists set.

a. Ranking lists

the **Ranking** are completed after the closing of the terms of the competition:

At the end of this elaboration, students can be:

- Eligible – students in possession of the requisites foreseen by the announcement in the artt. 8-9;
- Rejected – students belonging to the cases referred to in art. 10 ;
- Suspended Eligible –students who may have all the requisites to be considered suitable, but for at least one of them further verification is required, therefore, it's not yet possible to declare either eligibility or exclusion from the competition.

b. Ranking lists with assignees designation

In this phase, the allocation of the funds available for the competition is carried out with the consequent designation of the assignees.

Prioritariamente verranno assegnati i benefici agli studenti della linea A e successivamente (esaurite le graduatorie della linea A) si passerà agli studenti della linea B

At the end of this elaboration students can be:

- Appropriate assignees- students in possession of the requisites provided for by the announcement to the articles 8 and 9 and for which the scholarship was awarded;
- Eligible not assignees - students in possession of the requisites envisaged by the announcement to the articles. 8 and 9 and for which the scholarship was not awarded due to the depletion of available resources;
- Rejected – students included in the cases referred to in art. 10
- Suspended eligible - students who may have all the requisites to be considered suitable, but for at least one of them further verification is required; therefore, it is not yet possible to declare either eligibility or exclusion from the competition.

c. Ranking lists set

The rankings established are completed at the end of the university career verification operations, also in order to remove the different guess of suspension referred to in the previous points.

At the end of this elaboration students can be:

- Appropriate assignees – students in possession of the requisites provided for by the announcement to the articles 8 and 9 and for which the scholarship was awarded ;
- Eligible not assignees- students in possession of the requisites envisaged by the announcement to the articles. 8 and 9 and for which the scholarship was not awarded due to the depletion of available resources ;
- Rejected – students included in the cases referred to in art.10 .

In the ranking lists there aren't suspended students, with the exception of students who have participated in ERASMUS programs and who have not yet defined the registration of exams taken.

The rankings will be published in the same way as the "list of participants" by the dates indicated in the "Reminder" of page 5.



With the publication of the rankings on the ERSU website of Palermo on the personal page ERSU services of the student portal it means fulfilled and satisfied every informative fulfillment regarding the aforementioned result of the competition and


consequently no other reference communication will be made to the interested parties. For any communication contextual to the publication or subsequent will be adopted systems and procedures suitable for the protection of the confidentiality of personal data.

For reserved scholarships, students must inquire at the competitions and benefits office.

The publication of rankings and any eventual communication will be performed on the basis of procedures which ensure the protection of privacy with regard to sensitive data as required by law. For the protection of privacy, the names of the students will be replaced by the code of the submitted application (Web ID).

In the personal page of the Ersu services of the student portal is inserted any eventual variation with regard to the competitive position.

In case of errors, the ERSU may proceed to the readmission of students results excluded from the ranking lists, for self-protection and/or on reasoned request.

 Under art. 236 co. 4 of the Decree Law 34/2020, compatible with the resource available, priority will be given to benefits (scholarships and other economic contributions) to assignees of the Line A; if resources were to remain and within the residual limits or additional financing, will follow those who have achieved the reduced number of credits (students Line B).

Art. 18 – Appeals against ranking lists

After the date of publication, the appeals for the non-allocation of benefits, being the measure of finality character, will be possible to regional administrative court not later than 60 days from the date of publication of the rankings.

Art. 19 – Criteria for the formulation of rankings list

The scholarships are financed by the following funds:

- revenue deriving from the regional tax for the right to university study
- resource of the institution;
- share of the State Integral Fund (FIS) for scholarships, made available by MIUR;
- any other resources assigned to the institution .

These funds will be divided according to the quality of the users, as indicated below:

- 1/3 students enrolled for the first time in three-year degree courses, single-cycle master's degree, two-year master's degree, specialization and research doctorate ;
- 2/3 for students enrolled in the second and subsequent years of the three-year degree courses, single-cycle master's degree, two-year master's degree, specialization and research doctorate. The sums available will be divided among the students enrolled in years following the first, in relation to the number of students who are eligible in the rankings of the scholarship for the A.Y 2020/21, ensuring for each year of degree program at least one scholarship.

The ranking lists will be formulated as indicated below:

Per All benefits, **for the students of the first year**, are allocated on the basis of a single ranking (for each benefits) without any difference for course of study, arranged in increasing order of score based on ISEE; for the same ISEE, the location in the ranking is determined in increasing order of the ISPE and, after, digressive to age.

Will be used the following expression:

$$100*(1 - ISEE\ declared/ISEE\ limit)$$

- The rankings of the scholarship and housing services, **for students enrol in the year after the first, (distinct in Line A and Line B)**, shall be defined in ascending order of score, on the basis of criteria that, taking into account the number of credit and vote, allow to make comparable the parameters of merit. The position in the rankings, where the same of merit, is determined with regard to the value increasing of the ISEE; for some university institutions (Conservatory Scontrino of Trapani, Conservatory Bellini of Palermo, Institution Toscanii of Ribera, Academic BB.AA Kandinskij of Trapani, Academic ABADIR of S.Martino delle Scale and Academic Michelangelo of Agrigento) the rankings are merged for year of course without differentiation of degree course; if the Isee is equal, prevails the age.
- Will be used the following express:

$$70*(n.\ cfu\ passed/n.\ cfu\ request)+28*(arithmetic\ mean\ of\ vote\ /30)+0.5*n.\ praises$$

“Cfu request” means 60 credits for those enrolling in the second year, 120 cfu for who enrolling in the third year, etc etc.

In the rankings, the bonus, if required, will be applied to the extent necessary to achieve eligibility for participation while the score will be calculated on the basis of the credits actually obtained, without taking into account the bonus awarded.

For the 4 ° of the degree continuation courses and for all the courses for which it will not be possible to establish the parameters of merit, the benefits will be attributed according to the income criteria as established for the students of the first year

Students assigned the benefits may be suspended both in the ranking list and subsequently for various reasons that will be reported in the published notes in the personal page of the student portal.

The suspended scholarships and related services will be paid only after they have cancelled the reason or the reasons for which the suspension was ordered, confirming the right to remain in the ranking of lodging assignees.

Scrollin ranking lists

After the publication of the final outcome, in the case of allocation of supplementary funds, will be allocated with the same criteria of the students suspended not eligible until the availability of the resources available. The communication to students of the new outcome of competition

(Variation from suspended not eligible to assignee of scholarship) will be published in the reserved area of the student portal and also through public notice in the institutional website.

PARTE SECOND - Scholarships

Art. 20 – Criteria of distribution

During the distribution, as provided for art.18, will be taken into account of the reserve scholarship listed in the tab.2, always considering the economics and merit requirements specified in the arts. 8 and 9, regulated in:

- All the students in serious conditions of disability, as referred in the art. 3 paragraph 3 of the Law 104/92 or with invalidity equal or greater 66%, as referred in the art. 14 of the Prime Minister's Decree DPCM 9 April 2001 will be granted the scholarship.
- To a maximum of 40, scholarships reserved to foreign students from outside European community presented in table/provided in table 8 in appendix, or to foreign students political refugee, having right to international.
- To a maximum of 15 scholarships reserved to orphan students of job victims who on the date of 10/8/2020 have a INAIL documentation that attesting that the parent is died for reasons of jobs.
- To a maximum of 5, scholarship reserved to foreign students children of Sicilian migrants overseas/ abroad- the scholarship is reserved to students who are resident on the date 10/08/2020, for at least 5 years overseas with all the household.
- To a maximum of 2, scholarship reserved to orphan students victims for reasons of mafia – the scholarship is reserved to orphan students victims for reasons of mafia who have the appropriate attestation issued by Prefecture responsible . The scholarship is incompatible with benefits thereof.
- To a maximum of 5, scholarship reserved to students victims of usury and/ or student who are children of usury victims – the scholarship is reserved to students victims of usury who have the appropriate attestation issued by Prefecture responsible.
- To a maximum of 7, scholarship reserved to orphan students that show to have been guest in a public or private host structure- the scholarship is reserved to orphan students who show to have been guest in a public or private host structure.

The scholarship reserved will be assigned, within the limits laid down in the tab.2 and of the economic resource availability, according to a rankings made as follows:

- The benefits for students enrolled in the first year, will be allocated on the basis of a single rankings (for each reserve), without differentiation for degree course, in a digressive ordered of score in accordance to ISEE; if the score is equal, the position in the rankings is determined in increasing order of the ISEE. The score will determined using the expression under the art.19;
- The benefits for students enrolled in the second year and next, will be allocated on the basis of a single rankings (for each reserve), without differentiation for degree course, in a digressive order of score in accordance of criteria that, considering the number and vote of CFU, will enable to compare the parameters of merit of the students.; if the score is equal, the position in the rankings is determined in increasing order of the ISPE and, after, digressive of the age..The score will determined using the expression under the art.19

Art. 21 – Criteria for determining the amounts

The amounts of scholarship and the other benefits granted to recipients, will be determinate in the basis of ISEE and to the residence of the student (see tab.9 in appendix).

The amounts granted to disabled student with a disability equal or higher than 66%, as referred in the art. 14 of the Prime Minister's Decree 9 April 2001, or in conditions of serious disability, as referred in the art 3 paragraph 3 of the Law 104/92, as provided by the Ministerial Decree n. 798/2017, the amount will correspond to double of the scholarship minimum diversifying between student "resident", "commuter" and "not-resident" (see tab.10 in the appendix).

The amounts granted to student enrolled in the first year off course, will be paid an amounts halved (one semester) for all scholarship include the scholarship reserved.

Students in condition of serious disability, as referred in the art. 3 paragraph 3 of the Law.104/92, or with disability equal or higher than 66%, as referred in the art. 14 of the Prime Minister's Degree 9 April 2001, enrolled in the second years F.C (out course) will be granted an amount halved (one semester) for all scholarship including the scholarship reserved.

The amounts of scholarship of the students enrolled in one of the university seat posted, where isn't present the housing services, will take into account of an economic contribute the amounts of which will depended on residence of the student (see art.39).

The amount of scholarship granted in services (catering services and housing services) cannot be compensated and, in the event of failure, will not give the right to make any refund.

Art. 22 - Status of the applicants according to residence

The students are considered, for the allocation of scholarships, with regard to their residence and centre didactic frequented, such us:

- a. "resident";
- b. "commuter";
- c. "not-resident".

Generally, under art.4, paragraph 8, of the Prime Minister's Decree of the 09/04/2001, are considered:

- a. "**resident** the student resident in a municipally or in the surrounding area of the degree course(see tab.11.1 in appendix);
- b. "**commuter** the student resident in a place that allows the transfer every day at the seats of the degree course (see tab.11.2 in appendix);
- c. "**not-resident** students resident in a place distant from the seat of the degree course attended and for this reason uses a university residence managed by the institution or prove to take lodging for consideration at this location, for a period of not less than 10 months, using public structure or other accomodation or institutions. this status must in any case be documented as specified in Article 23.

The foreign students whose the household is resident in Italy, shall be submitted to the same rules applied to Italian student, of points a) b) and c) applied to italian students.The foreign students whose the household isn't resident in Italy, will be considered NOT RESIDENT as referred in the art.13.3 of the Prime Minister's Decree 9 aprile 2001 (see notes in the tab.9 in the appendix).

Art. 23 – Declaration of renting

The students recipient who wants to obtain the status of "not-resident", shall be required to submit the declaration of renting, with the exclusion of the students "resident" and "commuter" resident in one of municipally indicated in tab.11.1 and 11.2 in appendix and of the recipients of the housing services.

The declaration of renting should refer to a renting contract registered that interest a period of at least 10 months between 1 September 2020 to 31 October 2021.

The benefit applicants per la "*Dichiarazione di locazione*" dovranno eseguire la seguente procedura:

1. access in the personal page of servies "ersuonline";
2. fill in the required fields;
3. Confirm the data declared, generate the OTP and wait SMS with a code for the valiation of the data (**ATTENTION: the OTP code will be sent to the number indicated during registration in the student portal**);
5. Validated the entered data i the request of benefits entering in the appropriate field (within 60 mins from thr registration) the OTP code received by SMS (**ATTENTION: OTP code unused withi 60 mins will be not valid and will be necessary to generate**).



Activation online procedure to fill in the request for participate in the competition:

From 9:00 of 1° November 2020

Deadline for comilation the request for participate in the competition:

Not later than 14:00 of 31 March 2021

Deadline for the validation of the request to participate in the competition with OTP code:

Not later than 15:00 of 31 March 2021

Technical assistance and the amwer to the questions sent by e-mail will be ensured **not later than 13:00 of 31 March 2021**.



Those who submitted the "*Declaration of renting*" must communicated to the ERSU any modification of contract within 15 days (early termination or elements included in the contract) pain of the additional part of benefits.

Art. 24 – Modality of distribution of scholarship

The money of scholarship will be allocated, compatibility to the economic resources and with the regular remittance of funds from the University Institutions (regional taxes of the right to university study), from MIUR (part of the integrative fund-FIS) and from any eventual resources allocated to the institution in two instalments (deposit and balance) as follows:

Provision of the deposit (1° instalments)

Students assignees enrolled in the first year The first instalment of the scholarship given to student "resident" or "commuter", will be paid, considering the economic availability of the Institution, at 20% because didn't in possession of the minimal credit requested **within 31 December 2020** or after the regularisation of the request suspended and however only after the enrolled to University in the academic year 2020/2021.

Successively, **within 28 February 2021**, will be distributed, in the measure of 20% , an additional instalment (second instalment) to those who have achieved and registered n the study plane at least cfu.

Students assignees enrolled in the year next first the first instalment of the amounts of scholarship as an student "resident" o "commuter", will be distributed in the minimum measure of 50% and up to a maximum of 70, **within 31 December 2020** or after the regularisation of the request suspended and however only after the enrolled to University in the academic year 2020/2021



The students "not-residence" will receive temporally the status "commuter", with the consequent payment of the first instalment of the scholarship under the amount laid down for this status (see tab.9); after the presentation of the declaration of renting (see tab.23) or the acceptance of housing services, the student will gain to status "not-resident) and therefore the right to receive the balance in according to this status.

Provision of the balance (2°instalment)

Students assignees enrolled in the first year, the students recipients, including the students enrolled in the biennial master's degree, will receive the balance on 60% of the scholarship, following the achieved of a minimal of 15 credit on the data 10 August 2021, and to achieve of 20 credits (for example 15+5) university credits not later than 30 November 2021 (Art.6 paragraphs 1 and 3 of the Prime Minister's Decree 09/04/2001)

For all details see tab. 4 in the appendix.

Students with disability assignees enrolled in the first year, including the students enrolled in the biennial master's degree, will receive the balance on 60% of the scholarship ,following the achieved of a minimal of 9 credit on the data 10 August 2021, and to achieve of 12 credits (for example 9+3) university credits not later than 30 November 2021 (Art.6 paragraphs 1 and 3 of the Prime Minister's Decree 09/04/2001)

For all details see tab. 4 in the appendix.

Students recipients enrolled n the first year f advanced degree and PhD, the balance of scholarship will be paid following the achievement of the merit that will be determinate by parameters of the didactic system, considering the deadlines under the art.9.

The presumed period for the provision of balance, compatible with the economic availability and with the fund by the University Institutions (regional taxes of the right to university study), from MIUR (part of the integrative fund-FIS) and from any eventual resources allocated to the institution, is the 31 December 2021

Students assignees in the years next the first, who after the verification by the Institution, will resulted to have achieve the merit under the tab.5.1 and 5.3, considering the economics availability and with the fund by the University Institutions (regional taxes of the right to university study), from MIUR (part of the integrative fund-FIS) the balance will be granted **not later than 30 June 2021**.

Students with disability assignees enrolled in the years after the first, who, after the verification by the Institution, resulted to have achieve the merit under the tab 5.2 and 5.4, considering the economics availability and with the fund by the University Institutions (regional taxes of the right to university study), from MIUR (part of the integrative fund-FIS) the balance will be granted **not later than 30 June 2021**.

the grad stuents who graduate within the extraordinary session of the a.y 2019/20, will not receive any monetary benefit and e will lapse from the scholarship possibly allocated with reserve .

the grad students who not graduate within the extraordinary session of the a.y 2019/20 and enrolled in the a.y 2020/21 in the 1° fc, will be paid only after registration (see art. 6).

Art. 25 – Modality of payment

In the interest of tracking of the financial flows and of a better management to the delivery service, the payments will be exclusively performed :

- By crediting on bank or poste account intestate or jointly to the student ;
- By crediting on prepaid card with IBAN code intestae or jointly to the student

The student will have to submit appropriate documentation of the current account or of the prepaid card.



Make sure that the prepaid card or others instrumental bank allows the crediting with wire transfer of the amounts under the announcement of competition.
The postal saving books are not allowed because, even if they have IBAN code, cannot receive the credit transfers

The student who have a difficult in the collection of the benefits on his behalf, must notify with written report or with email.

The student recipient who must rectify his position, is suspended the payment.

The students recipients, if not later than 12 month from the allocation of benefits, will not communicated to ERSU the code IBAN necessary for the payment, will have revoked the benefits.

The students will be able to view the status of payment in the personal page of Ersu services "ersuonline" of the student portal.



12 months after the from issuing the payment mandate, the amounts falling to statute of limitation.

Art. 26 Refun of regional taxe of the right to study

The students suitable or recipients of the scholarship in the ranking of competition, will received the office reimburse of the regional tax for the right to study;

This amounts will be paid, to suitable and recipients, compatible with the economic availability, with appropriate payment:

- **Not later than 31.03.2022**, for students recipients/suitable enrolled in the first year;
- **Not later than 30.06.2021** for students recipients/suitable enrolled in the years after the first;

The students will be able to view the status of payment in the personal page of ERSU services "ersuonline" of the student portal.



The ERSU does not provided, at the resident, any warning of the refund of regional tax. The publication in the personal page of ERSU "ersuonline" of the student portal, is a notice to the personal concerned (art.32 paragraph 1 Law n.69 of the 18/06/2009).

The regional tax will not be refunded to those who have been withdraw the benefits.



The competence of eventual waiver and/or return of the university taxes (except the regional tax) it is up to the university institutions.

PART TIRDH – Other economic contributions

Art. 27 – Other economic contributions

For “*other economic contributions*” shall mean:

- ✓ Contributes for the international mobility
- ✓ contributes for grad students (award degree).

The students who request this benefits will have to produce the documentation for any benefit requested.

The contributes under this article are not incompatible with other benefits, they will be assigned, within the limits laid down in art.2 and of the economic availability.

Art. 28 – Contribution for the international mobility

Noted the Protocol Notes 1119/GAB del 6/3/2020 and prot. 1680 del 21/4/2020 Regional Councillor for Education in relation to the management of financial resources ddedicated to the integration of scholarships for international mobility, for the a.y 2020/2021, this institution commits the sums provided for students *outgoing*, a maximum of 4% of economic resources assigned to the announcement, for the provision of grants to students *incoming* from countries in the area MENA and however from countries extra-UE.

The institution reserves to establish , by subsequent measure , anything not provided in this article (criteria for admission, modality to participation, amounts, ranking lists ecc...).

Art. 29 – contribute for grad students “award degree”

completed the ranking of eligible students of scholarship of LINE A and within the limits of the financial resources available , will be provided in addition to the scholarship the “*degree award*”, reserved for students recipients of scholarship fr the a.y. 2020/21 who graduated in the triennial degree, biennial magistral degree and single cycle magistral degree within within the expected duration from by their respective educational arrangements..

the contribution may be granted only once in a career . Therefore the studentswho have already benefite d or students who intend to benefit from this contribution for triennial degrees awarded cannot apply for a Biennial Magistral degree awarded .Therefore, students who have not already received this contribution for the triennial degree per il conseguimento della Laurea Triennale may require it for the Biennial Magistral degree awarded.

For the request of “*award degree*”, is need to perform the following procedure:

1. Access to application iussed by the ERSU in the istitutional website “*ersuonline*” of the students portal;
2. Fill in the required fields;
3. Confirm the data declared, generate the OTP and wait SMS with a code for the valiation of the data (**ATTENTION: the OTP code will be sent to the number indicated during registration in the student portal**)
4. Validated the entered data i the request of benefits entering in the appropriate field (within 60 mins from thr registration) the OTP code received by SMS (**ATTENTION: OTP code unused withi 60 mins will be not valid and will be necessary to generate**)



Deadline for the compilation of the online module

Not later than 14:00 of 31 May 2022

Deadline for the validation of the online module with OPT code

Not later than 15:00 of 31 May 2022

Technical assistance and the answers to the questions will be guaranteed **within the hours 13:00 of the 31 May 2022.**

The amounts of benefits are indicated on tab.9 bis in the appendix

Benefits will be paid only after the verification of the title obtained and also considering the economic availability of the authority on the basis of the formulation of one rankings.

The rankings for the award of graduation is made in digressive order than the vote of graduation and, if the score is equal, in increasing order of ISEE, 0.50 point is allocated to praise, if the parameters above mentioned is equal, are considered, the value of ISPE and the age, both in increasing order.

PART FOURTH – House service

Art. 30 – Characteristics of benefits

The institution offers the possibility to participants of the announcement of competition to request (with the exception of the students "resident", as referred in the tab. 11.1 in the appendix, and students "commuter", as referred in the tab. 11.2 in the appendix) the house service, in the procedure laid down in at the same times at request of scholarship, or by submitting the "module of rectification of data" in the way and in the time provided by the art. 16.

The house service consist in the allocation of one free lodging in one of university residences managed by ESRU according to availability.

Students who **have requested housing service** , in compliance with the requirements of the notice , is allowed to choose between the lodging in a university residence or the renting in a private house .

The monetary share is only recognized for students, who requested the housing service (must also require housing service the students who attend the seat of course of Agrigento, Trapani, Marsala, Ribera and San Martino delle Scale, without lodging in a university residence), who result recipients of scholarship and who submitted the "*Declaration of renting*" within the deadlines under the art.23, although:

- have made acceptance a lodging in a university residence but later renounced the same for choose the renting in a private house;
- have renounced the lodging for choose the renting in a private house after the publication of a ranking lists;
- have been declared lapsed because have not made acceptance of the lodging in a university residence (recipients of house service) or have not submitted the manifestation of interest of lodging (students eligible not recipients of the house service).

This monetary amount, which is paid with the balance of the scholarship , varies according to the declared ISEE , as indicated in a tab. 9 in the appendix of the announcement:

- € 1.300,00 for students recipient with ISEE less than or equal 2/3 of the limit;
- € 780,00 for students recipient with ISEE above 2/3 and up to the limit.

Art. 31 – Criterion of distribution

The lodgings will be allocated as follows:

- 1/3 to students enrolled for te first time in a triennial degree, master's degree in a single cycle, biennal master's degreea, specialization and PhD;
- 2/3 to students enrolled in the second years and in the years following the first of the triennial degree, master's degree in a single cycle, biennal master's degreea, specialization and PhD .

The allocation of lodgings is given in the tab.15 dei posti letto è riportata nella tabella 15 in appendice al bando.

Art. 32 Fruition of lodging

Recipients of lodging can use the benefit at the time acceptance and not later than 23/07/2021, exclusion of following periods:

- From 22/12/2020 to 06/01/2021 (Christmas period).
- from 25/07/2021 to 31/08/2021 (Summer period).
- When the students return, after summer, can't enter in the housing in absence of request for the a.y 2021/2022; therefore, will be considered finished the permanence of student on the data 23/07/2021.

Students recipient of lodging in the a.y 2019/20 who will result eligible for a.y 2020/21, must leave the lodging not later than 5 days from the publication of the final ranking list, on pain of revocation of the all benefits and services granted by ERSU.

Students recipient who graduating must leave the lodging not later than 5 days from the data of graduation.



The benefits, to recipient of lodging indicated as "suspended" in the final ranking, will be paid only after that will be healed the suspension

The students enrolled or who intend to enroll for the academic year 2020/21 in the first year of one course planned by the institutions relating to the E.R.S.U. of Palermo, awaiting the publication of rankings, will be able to ask the allocation temporary of lodging (paid) in one of the university residences of the ERSU.

The interested students will have to produce instance by connecting in the personal page of ERSU service, using the appropriate procedure that will be made available from 28/08/2020 until 14:00 of 04/09/2020.

On 06/09/2020 they will provide to draw up a ranking in increasing order to I.S.E.E. of the instances received for a maximum number of 45 lodgings and however according to availability.

The students who will receive the temporary lodging will have to pay, in advance, the daily rate of € 5,00 for a number of days that start from the first day of use, until the day of the publication of ranking.

The students who will not be assignees of the house service in the ranking, should leave the residence not later than two days from the publication of the notice.

If in the period of closure, any residence remain open for institutional reasons, the students assignees who have the necessity to remain in the residence for study purposes, can report this requirement through e-mail at the address residenze@ersupalermo.it.

The requests will be valued based on availability of the lodgings, also the students who will remain in residence will have to pay in advance the daily rate of € 5,00.

The payments will be made through PagoPA by connecting in the following link <https://www.ersupalermo.gov.it/amministrazionetrasparente/pagopa/> of the institutional website. The eventual costs relating to payments shall be born by student.

Art. 33 - Assignment of service

The lodgings are assigned by the competent office for optimize the use of the university residence, in order to distribute the lodgings available.

The ERSU reserves the right to transfer the student from the one residence to another for important reasons. The lodging posti letto shall be assigned by the competent office to optimize the use of University Residences, in order to be able to distribute the lodging made available.



The preference of the university residence expressed is just indicative and nothing pretence will may be made by the students.

Art. 34 – Deadline to reception of lodging

All students recipient of lodging enrolled in the first year and in the years next the first, will have to acceptance the benefit **not later than 10 days from the data of publication of anking, on pain of revocation of benefit.**

The recipients , for sliding the ranking lists, will have to acceptance the benefit **not later than 5 days from the data of publication of the new lists of partecipants, on pain of revocation of benefit.**

students recipients who will not be able to accept within the deadlines mentioned above will not be able to accept (participation in international mobility programmes) or serious personal or health reasons , to be justified by appropriate documentation , should send the documents indicated to the next article 35 to the mail address residenze@ersupalermo.it, on pain of forfeiture of the benefit.

With the publication of the ranking of the housing service on the institution's website , is considered fulfilled and satisfied every informative fulfillment concerning the above collective outcome and will not be carried out to the persons concerned any other reference communication .

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Art. 35 – Modality to reception of the lodging

For the acceptance of lodging, it's necessary to perform the following performance:

1. Access to application iussed by the ERSU in the istitutional website "ersuonline" of the students portal ;
2. Fill in the required fields;
3. Confirm the data declared, generate the OTP and wait SMS with a code for the valiation of the data (**ATTENTION: the OTP code will be sent to the number indicated during registration in the student portal**);
4. Validated the entered data i the request of benefits entering in the appropriate field (within 60 mins from thr registration) the OTP code received by SMS (**ATTENTION: OTP code unused withi 60 mins will be not valid and will be necessary to generate**)



Activation online procedure to fill in the request for partecipate in the competition:

From 9:00 of 20 October 2020

Deadline for comilation the request for partecipate in the competition:

Not later than 14:00 del 30 October 2020

Deadline for the validation of the request to partecipate in the competition with OTP code:

Not later than 15:00 del 30 October2020

Acceptance of lodging , validated with OTP, will be send only online, must be regularised.

The benefit applicants must upload, throught appropriate procedure available in the subsection named "FASCICOLO" in the homepage of the service "ersuonline", the additional documentttion (single PDF files) for the regularisatio of the request to scholarship that bill be consiered valid for access to all services granted by institution.

Documentation to upload:

- Instrument of Acceptance, signed by student, with commitment to respect the regulation of the university residence, available on special section of "Amministrazione trasparente" in the website;
- Medical certificate issued by family doctor (an account with S.S.N.) or by other ASP (ex ASL) in data not earlier than 3 month, attesting that the student not have any disease that undermine the coexistent
- Receipt of payment of deposit for the a.a 2020/2021. The deposit paid for the a.a 2019/2020 equal to € 50,00. The deposit will remain valid for the academic years of allocation of lodging, if continuously. The deposit will be automatically refunded not later than 90 days from the end of allocation. In case of eventual damage or economic debt toward to Ersu, the deposit will be cancelled or suspended until the payment of debt;
- Receipt of relating to payment of the housing service (2020/21), if due (see art. 38)
- Copy of residence permit for the foreign student or copy of receipt of relating to payment for the renewal

The payment of the deposit (if due) will be carried out, in accordance with the procedures laid down by law, connecting to the link <https://www.ersupalermo.it/ersurisponde/il-servizio-pagopa/> of the institutional website.

One recently colour photo must be delivered directly to the Residence Office.

At the same time, student will be able to present the original identity document, should be inserted in the request of participation; also the foreign student must present, in addition to the documents provided in the point.f) also the original documents.

The Responsible of University Residences will allow access and the consequent taking of possession of lodging only after the acquisition of all the required documentation.

Art. 36 – Manifestation of interest of lodging

The students eligible of house service, enrolled in the first year and years after the first, guests and non-guests in the university residence, shall carry out the "Manifestation of interest of lodging".

To express the interest for lodging, it is necessary to perform the following procedure :

1. Access to application issued by the ERSU in the institutional website "ersuonline" of the students portal;
2. Fill in the required fields;
3. Confirm the data declared, generate the OTP and wait SMS with a code for the validation of the data (**ATTENTION: the OTP code will be sent to the number indicated during registration in the student portal**);
4. Validated the entered data in the request of benefits entering in the appropriate field (within 60 mins from the registration) the OTP code received by SMS (**ATTENTION: OTP code unused within 60 mins will be not valid and will be necessary to generate**)
- 5.



Activation online procedure to fill in the request for participate in the competition:

From 9:00 of 20 October 2020

Deadline for completion the request for participate in the competition:

Not later than 14:00 of 30 October 2020

**Deadline for the validation of the request to participate in the competition
with OTP code:**

Not later than 15:00 of 30 October 2020

Technical assistance and the answers to the questions will be ensured **within the hours 13:00 of the 30/10/2020.**

The students assignees of scholarship and suitable of house service must not show the expression of interest because attend places of course without university residence. The students to receive the amount of scholarship inclusive of the value of the lodging untaken, must submit the "Declaration of rental" in the way and in the time indicated in the 23.

Art. 37 – Cost of the fruition of lodging

Don't pay the tuition:

- ✓ Students eligible of scholarship and recipients of lodging;
- ✓ students eligible of scholarship and recipients of lodging enrolled in the first year F.C (only first semester);
- ✓ students eligible of scholarship and recipient of lodging not enrolled for the a.y 2020/21, because grade students,(only first semester);
- ✓ students with disability.

Pay the tuition:

- ✓ students recipient of lodging who have not requested scholarship;
- ✓ students eligible of scholarship and recipient of lodging enrolled in the first year F.C (they will pay the tuition, in the measure of 50% according to the economic ranch to which they belong group to which they belong , limited to the possible use of the service for the second semester)

Will have to pay tuition in the part of 50% than foreseen, student enrolled in the first year, suitable of scholarship and recipients of lodging who achieve only 20 CFU not later than 30/11/2021.

The amounts of tuition are defined in the tab.13 in the appendix

The payment will take place under the conditions laid down by law, by connecting in the link <https://www.ersupalermo.gov.it/amministrazionetrasparente/pagopa/> .

The eventual costs bank transfer are payable by the student. The assignees of lodging in the moment of acceptance, must deliver the receipt of payment.

Art. 38 – Decline from the service

Shall decline from the house service the students recipients who:

- don't show up for the allocation within the time limit set up by institution;
- fall or shall submit incomplete documentation requested for the acceptance of the lodging;
- graduating;
- renounce to the lodging;
- violate the residence university regulation;
- are move among the other university.

Students, fallen for this motivation, will pay the tuition related to the period to which has received the benefits, as referred in the 13.

PART FIFTH – Food service

Art. 39 – Access to the food

All students will have to access to the service called "MyUniAPP".

Everyone can take advantage of the service **not later than 31 October 2021**, except the grad students who can access until the 5^o day following the date off graduation.

The students assignees and the students suitable not assignees of scholarship "not-residence" enrolled in the year following the first and the students "not-residence" and the assignees of scholarship enrolled in the first year, will have a number of meals equal, use before the academic year, as referred in the tab in the appendix. .

Students "resident" and "commuter", suitable or recipients of scholarship, enrolled in the years after the first and the student of the first year, "resident" or "commuter" have a right to number of meal equal, consumed before the academic year, as referred in the appendix;

To the achievement of number of meal, students pay the service to whole price

Students enrolled in the first year that in the rankings will result suitable, will have attributed the facilitated range (laid down in the catering regulation)

Students that have applied for benefits and who are in possession of the ID university, therefore show to be enrolled in the a.y 2020/21, in the provisional list, will be able to obtain the activation of the catering service with the attribution of the range relating to ISEE declaring.

Recipient of scholarship, enrolled didactic district to Trapani, Caltanissetta and Agrigento will be enjoy of the meals in a local approved.

Recipients of scholarship, enrolled in the didactic district which is not present food service (ex. Ribera, Marsala), will have the scholarship increased, equal to:

- € 600,00 for students "residence" and "commuter";
- € 1.200,00 for students "not-residence".

All students who have requested the scholarship can access directly to the food service through the MyuniAPP.

the students who didn't participate in the competition can will have to make the request through the application set up by the institution in the website www.ersupalermo.it, with the credentials issued by university.



The application for the compilation of the request will be activated online della richiesta sarà attiva from November 2020 to 14:00 to 30 June 2021

To request the food service, it is necessary to perform the following procedure, reserved for those who have not applied the scholarship :

1. Access to application issued by the ERSU in the institutional website "ersuonline" of the students portal; (registered in the first access with credentials issued by university);
2. Fill in the required fields;
3. Confirm the data declared, generate the OTP and wait SMS with a code for the validation of the data (**ATTENTION: the OTP code will be sent to the number indicated during**

registration in the student portal);

4. Validated the entered data in the request of benefits entering in the appropriate field (within 60 mins from the registration) the OTP code received by SMS (**ATTENTION: OTP code unused within 60 mins will be not valid and will be necessary to generate**)



Activation online procedure to fill in the request for participate in the competition:

From 9:00 of 1° November 2020

Deadline for completion the request for participate in the competition:

Not later than 14:00 of 30 June 2021

Deadline for the validation of the request to participate in the competition with OTP code:

Not later than 15:00 of 30 June 2020

The request of the food service, validated with OTP, will be send only online, must be regularised.

The benefit applicants must upload, through appropriate procedure available in the subsection named "FASCICOLO" in the homepage of the service "ersuonline", the additional documentation (single PDF files) for the regularisation of the request to scholarship that will be considered valid for access to all services granted by institution.

- **Copy front/back ID (ALL applicants who did not participate in the competition);**
- copy of valid residence permit (for foreign students) ;
- copy of the invalidity documentation (for those who request reserved benefits);
- copy of a documentation attesting the income situation /capital for ISEE equalized (for students with household overseas);
- other (specify).

To regularize the restaurant service request, the applicants must follow this procedure:

1. access to the application of institution in the <http://ersuonline.ersupalermo.it>, with credentials issued by university or with SPID;
2. Fill in the form for the acquisition of the additional documentation (for example, for ID it's necessary to indicate the date of issue, expiry date, municipally that issued the document
3. Scan all documents into one pdf file with a maximum size of 2 Megabyte (example. Copy ID, certification attesting the disability...);
4. Upload pdf file.

Repeat the procedure for each scanned document (pdf file).



THE REQUEST OF FOOD SERVICE NOT REGULARIZED WILL BE SUSPENDED, SHOULD BE REGULARIZED, ON PAIN OF EXCLUSION FROM COMPETITION, **WITHIN THE HOURS 14:00 OF THE 30 JUNE 2021.**

Technical assistance and the answers to the questions will be ensured **within the hours 13:00 of 31 August 2020.**

The students who student overseas, for participate programme of international mobility, must notify to catering office, written or by e-mail: ristorazione@ersupalermo.gov.it, who will suspended, temporarily, the service.

Although it may not be expressly mentioned in this announcement, is referred the catering regulation. Published in the in the section of the student's portal "Amministrazione Trasparente"

Palermo, xxxxxxxxxxxx

Il Presidente del CdA
Prof. Giuseppe Di Miceli

APPENDIX

Tab. 1 – List of the university institution relating the ERSU Palermo

University of Palermo

LUMSA of Palermo

Academic of BB.AA. of Palermo

Academic of BB.AA. "*Kandinskij*" of Trapani

Academic of BB.AA. and of Renation "*Abadir*" of San Martino delle Scale

Academic of BB.AA. "*Michelangelo*" of Agrigento

Music conservatory "*Scarlatti*" of Palermo, già Conservatorio "*Bellini*"

Music conservatory "*Scontrino*" of Trapani

Musical institution "*Toscanini*" of Ribera

Tab. 2 – Funding rates to be assigned to scholarship and others contributes

3,5% of all study grants awarded will be reserved to the following categories:

- 53%, to a maximum of 40, grants reserved to foreign students from countries particularly poor, provided for in the 8 in the appendix, or to foreign students political refugee, having the right to international protection;
- 9%, to a maximum of 15, grants reserved to students to orphan students of job victims;
- 7%, to a maximum of 5, grants reserved to foreign students children of Sicilian migrants overseas/ abroad;
- 7%, to a maximum of 2, grants reserved to orphan students victims for reasons of mafia;
- 5%, to a maximum of 5 grants reserved to students victims of usury and/ or student who are children of usury victims;
- 14%, to a maximum of 15, study grants reserved to students for at least five years in the smaller islands falling within in/ under Sicilian territory ;
- 5%, to a maximum of 7, study grants reserved to orphan students that show to have been guest in a public or private host structure.

N.B. to all students with disability who have the conditions provided in the announcement will be granted the scholarship

To a maximum of 4,0% of the economic resource assigned will be reserved for the international mobility.

The contribution "award degree" will be paid out (after depletion) rankings list scholarship LINE A, with additional funds available.

Tab. 3 – GUIDE LINES for the correct determination of the merit

- Into the calculation of the credits requested should be inserted all those acquired, also resulting by testing exceeded with judgment or ability, as long as the tests will result registered in the plane of study, with date not later than 10 August 2020;
 - For the degree courses or post-graduate course, whose educational provides for the modules and/ or integrated courses, should be considered only credits coming from closed module and/or integrated courses and that will result registered in the study plan, from the student's secretariat, with date not later than con 10 August 2020;
 - The traineeship and training activities will be considered valid only if registered on the study plan with date non later than 10 August 2020;
 - The credits are only valid if recognised for the study course for which the student requests the benefits, therefore who made the transfer of course before of 2020/21 may not post in the calculate of merit, the credits from prove test does not validated;
 - For the degree course of Medicine and Surgery, the teachings of the group ADO and the relative CFU incurred in outnumber than those laid down by the training offer (9 cfu) will not be considered for the purposes of the merit;
 - In order to achieve of the merit necessary to maintain the benefits, will not be considered the credits eventually validated or dispensed by the University related to previous university career or pre-academic;
 - Will not be considered the credits coming from the subject borne in single course, even if validated and upload in the study plan;
 - Will not be considered valid for the purposes of the merit, the credits validated related to academic career renounced or lapsed;
 - Will be considered useful for the purposes of merit, the credits on any terms registered on the study plane up to the year preceding the course year for registration in the a.y 2020/21 (ex. students who enroll in the 2° year, may consider valid the exams of the 1° year registered in the study plane and not and not those registered at the 2° year and next, even if sustained within the 10 august 2019; students who will enroll at the 3° year, will consider valid the exams of the 1° and 2° year registered on the study plane and not those registered at the 3° and next years , even if sustained within the 10 august 2019 ecc...)
 - The students enrolled with educational debts, to compete, also the minimum number of credits requested, will have to passed, not later 10 August 2020, also those related to the same formative debts;
 - The credits achieved in the academic year 2019/20 in the context of international mobility, are considered valid if only incurred not later than 10 August even if will be considered validated a later date;
 - The traineeships completed within 10 august 2020, are considered valid even if they will be registered on the study plane with later date.
-

Tab. 4 – Modality of allocated of scholarship – students enrolled in the first year -

ASSIGNEES of scholarship

Optional A →	if achieve 15 CFU not later than 10 aug 2021 and 20 cfu not later than 30 nov 2021	→ Have the right to the second instalment and at the refund of the regional tax
Optional B →	if achieve only 20 CFU not later than 30 nov 2021	→ Keep the benefits granted (first and second instalment of scholarship and meals consumd) and the right to refund of the regional tax, but lost the right to the balance and will have to pay half of any lodging assigned;
Optional C →	if dn't fall within the optional A or B	→ will have tu return the first and second instalment of scholarship more the meal consumed under the range of ISEE and will have to pay the lodging assigned if don't achieve at least10 cfu on 28 feb 2021 → will have to return the first instalment of scholarship Studio (<u>maintain the second instalment</u>) more the meals consumed under the range of ISEE and will have to pay the eventual lodging assigned if achieve at least 10 cfu on 28 feb 2021

SUITABLE not assignees of scholarship

Optional D →	If achieve 15 CFU not later than 10 aug 2021 and 20 cfu no later than 30 nov 2021	→ Keep the suitability of the benefits and the right to refund of the regional taxes
Optional E →	if achieve only 20 CFU not later than 30 nov 2021	→ Keep the suitability of benefits granted(meals consumed) and the right to refund of the regional taxes, but will have to pay half of lodging concerned
Optional F →	if don't fall within the optional D or E	→ will have to pay the lodging and the meal eventually consumed in basis the range of ISEE

ASSIGNEES of scholarship, with disability

Optional G →	If achieve only 9 CFU not later than 10 aug 2021 and 12cfu not later than 30 nov 2021	→ have a right to refund of the second instalment of scholarship and of the regional taxes
Optional H →	if achieve only 12 CFU not later than 30 nov 2021	→ Keep the benefits granted (first and second instalment of scholarship, meal consumed and eventual lodging) and the right to relief of the egional taxes, but lost the right to the baance of scholarship
Optional I →	If don't fall within the optional G or H	→ Keep the benefits granted (first instalment of scholarship and lodging) and the right to relief of the regional taxes, but must return the first and second installment of the scholarship if they do not achieve at least 6 cfu on 28 feb 2021 → Keep the benefits granted (meal consumed and lodging assigned) and the right to relief of regional taxes, but will have to return the first instalment of scholarship (maintain the second instalment) if they achieve at least 6 cfu on 28 feb 2021

SUITABLE not assignees of scholarship, with disability

Optional L → If achieve 9 CFU not later than 10 aug 2021 and 12cfu not later than 30 nov 2021 → Keep the suitability of the benefits granted (meal consumed and lodging eventually assigned) and the right to relief of the regional taxes

Optional M → If achieve only 12 CFU not later than 30 nov 2021 → keep the suitability of benefits granted (meal consumed and lodging assigned) and the right to relief of regional taxes

Optional N → If don't fall within the optional L and M → keep the suitability of the benefits granted (meal consumed and lodging assigned) and the right to relief the regional taxes

Tab. 5.1 – Requirement of merit to be achieved not later than 10 August 2020 (Line A)

Minimal number of CFU required for the disabled students required to participate in the competition to those who attend the degree courses that providing a distribution of cfu same as those laid down by MIUR (es. 60 cfu for each year of course)

TYPE OF COURSE	Year of registration					
	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15
TRIENNIAL DEGREE	25	80	135	-	-	-
MASTER'S DEGREE (2 YEARS)	30	80	-	-	-	-
MASTER'S DEGREE (5 YEARS)	25	80	135	190	245	300

Merit requirement reduced to be achieved within 10 August 2020 (Line B) – *the minimum number of credits shall be further reduced by n. 5 cfu for students UNIPA and LUMSA, by n. 10 cfu for students AFAM.*

Tab. 5.2 – Requirement of merit be achieved not later than 10 August 2020 (Line A)

Minimal number of CFU require for the disabled students required to participate in the competition to those who attend the degree courses that providing a distribution of cfu same as those laid down by MIUR (es. 60 cfu for each year of course)

TYPE OF COURSE	Year of registration						
	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14
TRIENNIAL DEGREE	15	48	81	114	-	-	-
MASTER'S DEGREE (2 YEARS)	18	48	81	-	-	-	-
MASTER'S DEGREE (5 YEARS)	15	48	81	114	147	180	213

For the students with disability who attend the degree courses that providing a distribution same as those laid down by MIUR, the requirement of merit determined in the modalities as referred in the tab. 5.3 in shall be reduced by 40%. The minimal number of credits is rounded using the arithmetic criterion.

Merit requirement reduced to be achieved within 10 august 2020 (Line B) - *The minimum number of credits shall be further reduced by di n. 5 cfu for students UNIPA and LUMSA, by n. 10 cfu for students AFAM.*

Tab. 5.3 – Requirement of merit revalued be achieved not later than 10 August 2020 (Line A)

Minimal number of credits for the students of Unipa enrolled in the degree course that providing the distributin of credits different than MIUR

UNIPA

Minimum credits provided for the student enrolled in the a.y 2018/19 TRIENNIAL DEGREE or MASTER'S DEGREE (5 YEARS) = **25 * credits provided from study plan in the first year/ 60**

Minimum credits provided for the student enrolled in the a.y 2018/2019 BIENNIAL = **30 * credits provided from the study plan in the first year/60**

Minimum credits provided for the student enrolled in the academic year 2017/2018 TRIENNIAL DEGREE or MASTER'S DEGREE (5 YEARS)= **80 * summation of credits provided from the study plan in the first and second years/120**

Minimum credits provided for the student enrolled in the academic year 2016/2017 TRIENNIAL DEGREE or MASTER'S DEGREE (5 YEARS)= **135 * summation of credits provided from the study plan in the first, second and third years/180**

Minimum credits provided for the student enrolled in the academic year 2015/2016 MASTER'S DEGREE (5 YEARS) = **190 * summary of credits provided in the study plane in the first, second, third and fourth years/240**

Minimum credits provided for the student enrolled in the academic year 2014/2015 in MASTER'S DEGREE (5 YEARS) = **245 * summary of credits provided from the study plane in the first, second, third, fourth and fifth years/ 300**

Minimum credits provided for the student enrolled in the academic year 2013/2014 in MASTER'S DEGREE (5 YEARS)= **300 * summary of credits provided from the study plane in the first, second, third, fourth, fifth and sixth years/ 360**

N.B.: The requirement of merit revalued, necessary to partecipate in the competition, is made available during online compilation of the application to partecipate in the competition.

TYPE OF COURSE	Year of registration					
	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15
LUMSA						
Economic and commerce	26	82	135			-
Economic and management	32	80				-
Jurisprudence	25	80	131	197	245	-
ACADEMIC BB.AA. OF PALERMO						
New technologies (digital animation)	32	80				
New technologies (cinema and video)	29	80				

Decoration	29	80
Graphic design – visual communication	33	80
Graphic of art	29	80
Paint	29	80
Fashion design	34	80
Scenography	31	80
Sculpture	28	80
Sculpture (multimedia installations)	29	80

N.B.: The requirement of merit revalued, necessary to participate in the competition, is made available during online compilation of the application to participate in the competition.
The minimal number of credits is rounded using the arithmetic criterion

Merit requirement reduced to be achieved within 10 August 2020 (Line B) - The minimum number of credits shall be further reduced by di n. 5 cfu for students UNIPA and LUMSA, by n. 10 cfu for students AFAM.

Tab. 5.4 – Requirement of merit revalued to be achieved not later than 10 August 2020 (Line A)

Minimal number of CFU required for the disabled students required to participate in the competition to those who attend the degree courses that providing a distribution different than the MIUR

UNIPA

The requirement of merit revalued, necessary to participate in the competition, is made available during online compilation of the application to participate in the competition.

TYPE OF COURSE	Years of registration					
	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15
LUMSA						
Economic and commerce	16	49	81	114		
Economic and management	19	48	81			
Jurisprudence	15	48	78	118	147	180
ACADEMIC BB.AA. OF PALERMO						
New technologies of art (digital animation)	19	48	81			
New technologies of art (cinema and video)	17	48	81			
Decoration	17	48	81			
Graphic designer – visual communication	20	48	81			
Graphic of art	17	48	81			
Paint	17	48	81			
Fashion design	20	48	81			
Scenography	19	48	81			
Sculpture	17	48	81			
Sculpture (multimedia installations)	17	48	81			

The requirement of merit revalued, necessary to participate in the competition, is made available during online compilation of the application to participate in the competition.

For the students with disability who attend the degree courses that providing a distribution same as those laid down by MIUR, the requirement of merit determined in the modalities as referred in the tab. 5.3 in shall be reduced by 40%. The minimal number of credits is rounded using the arithmetic criterion.

Merit requirement reduced to be achieved within 10 august 2020 (Line B) - *The minimum number of credits shall be further reduced by n. 5 cfu for students UNIPA and LUMSA, by n. 10 cfu for students AFAM.*

Tab. 6 - economic-capital requiriments

ISEE - Indicator of the equivalent economic situation	€ 20.626,32
ISPE - Indicator of the equivalent patrimonial situation	€ 51.361,58

Tab. 7 – Definition of household

The household is defined under the Prime Minister's Decree 5/12/2013, n. 159, art. 3 and of the Inps circular 18/12/2014 n. 171.

The household of the student is composed of the student who request the benefits and by all those who are included in the family on the date of submission even if they are related by the bond, as well as members borne of IRPEF as well as non-cohabitant with the family of origin.

Therefore, the student who lies with anyone unrelated to conventional household (es. grandparents, uncles, and/or other), but resulting fiscal borne of the perents, must integrate, in order ISEE, to their family status also the parents and declare the revenue, on the 2007 year, with which living, and from their parents.

In case of separation or divorce, the household of the student who request the benefits is integrated with the household of parent who has receives the child support payments in the case of the parents are part of two nuclei different, in the absence of separation or divorce, the household of the student is integrated with those of both parents.

PhD, the applicant of benefits shall be entitled to declare a household "restricted" composed by himself, composed da se stesso, partner and children, if present (Prime Minister's Decree n. 159/2013).

The **independent student**, household doesn't consider the origin members of family, is recognized if he has the following requirements:

- a) External residence from the house of the family of origin, for at least two years from the date of submission of the application, in accommodation not owned of one of their member;
- b) Earned income or assimilated fiscally declared, for at least of two years, not less than to € 6.500,00 in respect to a household of only one person.

In the absence of even a single of these requirements, the student shall indicate in the ISEE also the income received from the members of household.

The **students married and/or have the children** not to have the conditions for to be considered "independent student" (limited to the point b, earned income or assimilated fiscally declared, for at least of two years, not less than to € 6.500,00 even if product from the partner), for access to the benefits for the right to university, however must be "drawn in the household of origin without eventual partner and/ or childrens.

The **foreign student** shall submit the ISEEU/ISPEU compared (speak to CAF for the determination). In the basis of the nation in which they are produced and is available the family 's wealth of origin, need to attach request of scholarship, the documentations issued by the authorities of the country translated in Italian and legalized, if provided

The foreign students is always obliged to ask also the income and the asset eventually owned in Italy by the their household.

The foreign students living in Italy, without asset oversea equated to italians, must have the ISEE for performance for the right to university study.

If the interested parts, while having required the computation of the ISEEU/ISPEU compared, not holding of the ISEE/ISPEU at the moment of compilation of the request, will be able to attach this documentation to the request of scholarship. The Ersu arrange to calculate of the Indicators of the equivalent patrimonial situation for the right to study.



For the correct determination of the household refer to the planned by current legislation

Tab. 8 – List of poor countries under the Ministerial Decree n. 62/2020

Afganistan	Djibouti	Madagascar	Solomon Islands
Angola	Eritrea	Malawi	Somalia
Bangladesh	Ethiopia	Mali	South Sudan
Benin	Gambia	Mauritania	Sudan
Bhutan	Guinea	Mozambico	Tanzania
Burkina Faso	Guinea Bissau	Myanmar	Timor-Leste
Burundi	Haiti	Nepal	Togo
Cambogia	Kiribati	Niger	Tuvalu
Central African Rep.	Korea Dem. Rep.	Rwanda	Uganda
Chad	Laos People's Democratic Republic	Sao Tome & Principe	Vanuatu
Comoros	Lesotho	Senegal	Yemen
Congo Dem. Rep.	Liberia	Sierra Leone	Zambia
			Zimbabwe

Tab. 9 – Amounts of scholarship

	ISEE less than or equal to 2/3 of limit	ISEE greater than 2/3 and up to limit
Status "not-residence"	<p>. students recipients of house service: monetary share € 2.757,74 + 2 meals equivalent daily free, up to a maximum of 360 ((share food service)</p> <p>. the applicants of house service or even to renouncers /lapsed of house service, who have submitted regular "Declaration of lodging": monetary share € 2.757,74 + € 1.300,00 integrative share of house service + 2 meals equivalent daily free up to a maximum of 300 ((share food service)</p> <p>. students not applicant of house service who have submitted regular "Declaration of renting": monetary share € 2.757,74 + 2 meals equivalent daily free, up to a maximum of 300 ((share food service)</p>	<p>. students recipients of house service: monetary share € 1.654,65 + 2 meals equivalent daily free, up to a maximum of 340 ((share food service)</p> <p>. the applicants of house service or even to renouncers /lapsed of house service, who have submitted regular "Declaration of lodging": monetary share € 1.654,65 + € 780,00 integrative share of house service + meals equivalent daily free up to a maximum of 260 ((share food service)</p> <p>. students not applicant of house service who have submitted regular "Declaration of renting": monetary share € 1.654,65 + 2 meals equivalent daily free, up to a maximum of 260 ((share food service)</p>
	<p>monetary share € 2.298,51 + 1 meal equivalent daily free, up to a maximum of 180 (share food service)</p> <p>N.B. only one access is allowed daily food service</p>	<p>monetary share € 1.379,11 + 1 meal equivalent daily free, up to a maximum of 180 (share food service)</p> <p>N.B. only one access is allowed daily food service</p>
	<p>monetary share € 1.981,75 + meal equivalent daily free, up to a maximum of 180 (share food service)</p> <p>N.B. only one access is allowed daily food service</p>	<p>monetary share € 1.189,05 + meal equivalent daily free, up to a maximum of 180 (share food service)</p> <p>N.B. only one access is allowed daily food service</p>

N.B. students assignees of scholarship, enrolled in one of university centre in which is not present the food service, will receive an integrative quota of the amount of scholarship, equal to :

- € **600,00** for the students "residence" and "commuter";
- € **1.200,00** for the students "not-residence".

The foreign students, which household does not reside in Italy, except if they have not required and obtained the lodging or have submitted the "Declaration of renting", will be considered however NOT-RESIDENT with the recognition of the payment of an amount equal to € 2.757,74 + 2 free meals, for ISEE not less than or equal 2/3 of the limit, or € 1.654,65 + 2 free meals, for ISEE greater to 2/3 of the limit and up to a limit.

ATTENTION: Having to implement the measures envisaged by the security protocol the containment of contamination of the ERSU Palermo, reserves the right to change the number of meals equivalent.

Tab. 9bis – Amounts of the integration for degree students “(award degree)”

	ISEE less than or equal to 2/3 of limite	ISEE more than 2/3 and up to the limit
Status “not resident”	€ 1.378,87	€ 827,32
Status “commuter”	€ 1.149,25	€ 689,55
Status “resident”	€ 990,87	€ 594,52

Tab. 10 – Amounts of the monetary share of the scholarship granted to students with seriously disability, under the art.3 paragraph 3 of the Law. 104/92, or with disability not less than 66%, as referred in the art. 14 of the Prime Minister’s Decree of the 9 April 2001

Amount equal to twice of the scholarship minimal distinguishing between student “residence”, “commuter” e “not residence”, under the Interministerial Decree n. 798/2017

Status “not-residence”	€ 3.309,30
Status “commuter”	€ 2.758,22
Status “residence”	€ 2.378,10

Tab. 11.1 – Status “residence” on the basis of the residence

SEAT OF THE COURSE	MUNICIPALLY OF RESIDENCE
PALERMO	Palermo, Altofonte, Bagheria, Capaci, Casteldaccia, Ficarazzi, Isola delle Femmine, Monreale, Pioppo fraz. di Monreale, S. Flavia, Villabate
AGRIGENTO	Agrigento, Aragona, Favara, Joppolo Giancaxio, Porto Empedocle
CALTANISSETTA	Caltanissetta, San Cataldo
MARSALA	Marsala, Petrosino/Strasatti
RIBERA	Ribera, Calamonaci, Lucca Sicula, Villafranca Sicula
TRAPANI	Trapani, Erice, Paceco, Valderice

Tab. 11.2 – Status “commuter” on the basis of residence

SEAT OF THE COURSE DEL CORSO	MUNICIPALLY OF RESIDENCE
PALERMO	Altavilla, Balestrate, Belmonte Mezzagno, Bolognetta, Borgetto, Carini, Cefalù, Cinisi, Giardinello, Marineo, Misilmeri, Montelepre, Partinico, Piana degli Albanesi, San Cipirello, Santa Cristina Gela, San Giuseppe Jato, San Nicola, Termini Imerese, Terrasini, Torretta, Trabia, Trappeto, Villafrati.
AGRIGENTO	Camastra, Castrofilippo, Comitini. Grotte, Licata, Montallegro, Naro, Palma di Montechiaro, Racalmuto, Raffadali, Realmonte, Sant’Angelo Muxaro, Santa Elisabetta, Siculiana
CALTANISSETTA	Barrafranca, Bompensiere, Canicattì, Delia, Marianopoli, Montedoro, Pietraperzia, S. Caterina Villamosa, Serradifalco, Sommatino, Villarosa,
MARSALA	Campobello di Mazara, Mazara del Vallo, Paceco, Trapani
RIBERA	Alessandria della Rocca, Bisacchino, Bivona, Burgio, Caltabellotta, Cattolica Eraclea, Chiusa Sclafani, Cianciana, Giuliana, Menfi, Montallegro, Sambuca di Sicilia, Sant’Angelo Muxaro, Santo Stefano Quisquina, Sciacca.
TRAPANI	Alcamo, Buseto Palizzolo, Calatafimi/Segesta, Castellamare del Golfo, Custonaci, Gibellina Nuova, Marsala, Mazara del Vallo, Petrosino, Salemi, San Vito lo Capo

Tab. 13 – Amounts of the tuition of lodging

ISEE between € 0,00 and 1/3 of the limit ISEE	ISEE between 1/3 and 2/3 of the limit of ISEE	ISEE between 2/3 and limit of ISEE
€ 420,00	€ 600,00	€ 1.200,00

Tab. 14.1 – Food service

TIPOLOGY	"Not residence"	"Commuter" – "Residence"
Students assignees of scholarship enrolled in the 1° year	2 free meals (max 360)	1 free meals (max 180)
Students suitable not assignees of scholarship enrolled in the 1° year	2 free meals with contribution under catering regulation	1 meal with contribution under catering service
Students assignees of scholarship enrolled in the years following the first	2 free meals (mx 360)	1 free meals (max 180)
Students suitable not assignees of scholarship enrolled in the years following the first	2 free meals (mx 360)	1 free meals (max 180)

Tab. 14.2 – Cost to be paid by students of the complete meal for the food

ISEE between € 0,00 and 1/3 of the limit of ISEE	ISEE between 1/3 and 2/3 of the limit of ISEE	ISEE between 2/3 and the limit of ISEE
€ 2,00	€ 2,50	€ 3,00

Tab. 15 – Distribution of lodging

The lodgings, a total of n. **800**, for students who have the degree course in Palermo and Caltanissetta, will be distributed like that:

Palermo are reserved 38 lodgings, therefore the 5% of the lodgings available, as follows:

- n. **11** to students with serious disability, as referred in the art. 3 paragraph 3 of the Law 104/1992 or with disability not less than 66%, under art.14 of the Prime Minister's Decree 9 April 2001, registered for the first;
- n. **11** to students with serious disability, as referred in the art. 3 paragraph 3 of the Law 104/1992 or with disability not less than 66%, under art.14 of the Prime Minister's Decree 9 April 2001, enrolled in the years following the first;
- n. **6** to foreign students from countries particularly poor (see tab.7 in appendix) or foreign student children of the political refugee registered for the first time ;
- n. **6** to foreign students from countries particularly poor (see tab.7 in appendix) or foreign student children of the political refugee enrolled in the years following the first ;
- n. **2** to students who are residence in a small islands that fall within the territory of the Sicilian region ;
- n. **2** to orphan students who prove to have been guests in a public or private host structure .

To these are added the ordinary lodging as follows:

- n. **246** to students enrolled for the first time ;
- n. **491** to students enrolled in the years following the first .

Caltanissetta is reserved 1 lodging, therefore the 5% of the lodgings available, to assign to one student with serious disability, as referred in the art. 3 paragraph 3 of the Law 104/1992 or with disability not less than 66%, under art.14 of the Prime Minister's Decree 9 April 2001, registered for the first time.

Add to this the ordinary lodgings as follows :

- n. **8** to students enrolled for the first time ;
- n. **16** to students enrolled in the years following the first .

ATTENTION: Having to implement the measures envisaged by the security protocol the containment of contamination of the ERSU Palermo, reserves the right to change the number of lodging available in the competition.

Tab. 16 – DSU with omission/not-conformity

In relation of the data self-declaring in DSU, the Revenue Agency makes appropriate control to verify if there is correspondence between what is described from the student in the movables patrimonial section and the information submit in the relation (art. 11, paragraph 3, Prime Minister's Decree n.159/2013); if there are omission or not-conformity, the Revenue Agencies becomes availability to INPS this anomalies showing in notes of the ISEE, the specific of the omission or not-conformity, the data on which it happened the control, the protocol of DSU and the social security numbers of component of the household to which it refers.

In the event of omission or not-conformity, under the legislation in force (comma 5, art11), the requester has two option:

- 1) submit new DSU, with the information previously omitted or differently exposed
- 2) submit request for the submission using the same ISEE with the annotation of omission or not-conformity and attaching valid documentation to prove the completeness and veracity of the data referred in the reporting; the documentation must be required exclusively from the user broker (bank, Poste Italiane...) that informed financial relations to Revenue agency.



The applicant, from the data of publication of the lists and not later than the date of the end of period torectification/integration, will have to resolve the temporary rejection in one of the two abovementioned possibility.

Tab. 17 – List CAF affiliated

In order to help students in the compilation and in the presentation of DSU, for the purpose of calculating of the ISEE for the performance for the right to university study, below is the list of CAF Tax Service Center relating with the ERSU of Palermo, because entered in the register of the Tax service center for the employee members of the national council and signatory of the agreement protocol with ANDISU – National Association of the Organism for the right to university study, signed on 3 June 2016.

For more information is possible to contact the following among the all CAF located in the national territory and/or consult their website.

- ✓ CONSORZIO NAZIONALE CAF CGIL > www.cafcgil.it
- ✓ CAF CISL SRL > www.caafcisli.it
- ✓ CAF UIL SPA > www.cafuil.it
- ✓ CAF CONFISAL SRL > www.cafconfisal.it
- ✓ CAF U.G.L. SRL > www.cafugl.it
- ✓ CAF CNA SRL > www.cafcna.it
- ✓ C.A.A.F. F.A.B.I. SRL > www.caaffabi.it
- ✓ CAF CONFAGRICOLTURA PENSIONATI SRL > www.cafconfagricoltura.it
- ✓ CAF PENSIONATI E DIPENDENTI C.I.A. SRL > www.caf-cia.it
- ✓ CAF CISAL SRL > www.cafcisal.it
- ✓ CAF COLDIRETTI SRL > www.cafcoldiretti.it
- ✓ ASSOCAAF SPA > www.assocaaf.it
- ✓ CAF 50 & PIU' SRL > www.50epiu.it
- ✓ CAF M.C.L. SRL > www.mcl.it
- ✓ CAF ACLI SRL > www.acli.it
- ✓ CAF DELL'INDUSTRIA DELL'EMILIA CENTRALE SPA > www.cafindustria.it
- ✓ C.A.F. – U.C.I. SRL > www.cafuci.it
- ✓ CAF SICUREZZA FISCALE SRL > www.caafconfesercenti.it
- ✓ CAF CONFARTIGIANATO PENSIONATI E DIPENDENTI SRL > www.confartigianato.it
- ✓ CAF E.N.P.T.A. SRL > www.uglcoltivatori.it
- ✓ CAF ACAI DIPENDENTI E PENSIONATI SRL > www.acai.it
- ✓ TUTELA FISCALE DEL CONTRIBUENTE SRL > www.tutelafiscale.it
- ✓ CENTRO DI ASSISTENZA FISCALE NAZIONALE DOTTORI COMMERCIALISTI SPA > www.cafdoc.it
- ✓ CENTRO AUTORIZZATO DI ASSISTENZA FISCALE ASSOCINTRIBUENTI SRL >

www.cafassocontribuenti.it

- ✓ CAF SERVIZI FISCALI SRL > www.cafservizifiscali.it
- ✓ CAF DIPENDENTI E PENSIONATI U.S.P.P.I.D.A.P. SRL > www.cafusppidap.it
- ✓ CAF FE.NA.PI. SRL > www.fenapi.it
- ✓ CAF C.A.S.A. DIPENDENTI E PENSIONATI SRL > www.casartigiani.org
- ✓ CENTRI DI ASSISTENZA FISCALE U.S.A.E. SRL > www.cafusae.it
- ✓ CAF DIPENDENTI E PENSIONATI A.I.C. SRL > www.aicnazionale.com
- ✓ SILCED ZEROCARTA CAF SRL UNIPERSONALE > www.zerocartacaf.it
- ✓ CAF SICAF > www.cafsicaf.it
- ✓ C.A.F. CNAI SRL – CENTRO DI ASSISTENZA FISCALE CNAI SRL > www.cnai.it
- ✓ ASPPI CAF SRL > www.asppicaf.it
- ✓ EUROCAF SRL > www.eurocaf.it
- ✓ CAF CISAS SRL > www.cafcisas.it
- ✓ CENTRO ASSISTENZA FISCALE – AEUROPEAN SRL > www.cafaeuropean.it
- ✓ CAF ITALIA SRL > www.cafitalia.org
- ✓ CENTRO DI ASSISTENZA FISCALE NAZIONALE CONSULENTI DEL LAVORO SRL > www.consulentidellavoro.it
- ✓ CAF CNDL SPA – CAF NAZIONALE DEL LAVORO SPA > www.cndl.it
- ✓ CAF CONFLAVORATORI SRL
- ✓ CAF FENALCA DIPENDENTI E PENSIONATI SRL > www.caffenalca.it
- ✓ CAF CGN SPA > www.cgn.it
- ✓ CAF FIAP > www.caffiap.it
- ✓ CAF UNIMPRESA SRL > www.cafunimpresa.innovare24.com
- ✓ CAF PROFESSIONE FISCO SRL > www.cafpf.it
- ✓ CAF – LAVORO E FISCO SRL > www.caflavoroefisco.it
- ✓ CAF UNSIC SRL > www.unsic.it
- ✓ CAF SIALS SRL > www.cafsials.it
- ✓ CENTRO DI ASSISTENZA SERVIZI DI BASE SRL > www.cafbdb.it
- ✓ CAF LABOR > www.caflabor.it
- ✓ C.A.F. CONF.A.S.I. SRL > www.cafconfasi.it
- ✓ CAF EUROPEO SRL > www.cafeuropeo.eu
- ✓ CAF ANMIL SRL > www.caf.anmil.it
- ✓ CAF OFFICINA DEL CONTRIBUENTE SRL > www.odcservizi.it

Informative as referred to in art. 13 Legislative Decree 196/2003 and of the European Union regulation UE n. 2016/679 regarding the processing of the personal data

The online service section of ERSU Palermo, called "ersuonline", is attainable through registration in the student portal UNIPA.

The access of benefits granted from the institution (scholarship, other contributions and services for the right to university study), is subject to the integration of personal data.

Recommended careful reading of this informative issued in accordance of the art.13 of the legislative decree 196/2003(in a row CODE") and of the European Union Regulation n.679/2016(in a row "GDPR), before to give the personal data required for the use of the services granted from Institution; it may be subject of changes and/or integration, which will be indicated to user, mainly due to regulatory changes or the management processes of the services offered, ensuring, in any case, the timely update. The user is however invited to consult it periodically from his own personal page of the student portal.

1. Object of treatment

The Object of processing are the personal data, meaning the information that identify a physical person and which can provide details on its characteristics, routine, lifestyle, personal relation, economic situation.

2. Finality of treatment

Processing mean "any operation or set of operation performed with or without by electronic means, relating to the collection, registration, organization, preservation, consultation, elaboration, modification, selection, extraction, comparison, utilisation, interconnection, block, communication, distribution, cancellation, destruction, though not registered in a database; is enough just one of operations listed to consider "current" a processing of the personal data. Without with your consent express, the personal data will be processed for institutional purposes(activities related to benefits provisions, scholarship and other contributes ad services for the right to university study, attributable to interventions of significant public interest purpose under art.68 of the privacy code) and, in relation to obligations established by the legislation in force. The special categories of personal data (information that detect the racial origin, political opinion, religions and philosophical beliefs, trade union affiliation, genetic data, biometric data, data concerning health or sexual lifestyle of the person) may be collected, registered, preserved and further processed will be relevant, complete and not excessive in relation to the purpose listed above; other purposes will be traced to the activities of statistical reporting.

Just with your consent express, the personal data will be processed for the purposes related to detection of the degree of satisfied on the quality of the services provided, to promotion of same and of the cultural, sport and recreation activities, organized or sponsored by ERSU (by e-mail, telephone contact...)

3. Modality of processing

The processing of your personal data shall be based on the principles of correctness, lawfulness, transparency and protection of your privacy and your rights.

The processing s made by means of operations referred to art.4 (privacy code art.4 no.24) GDPR and specifically: collection, registration, organization, conservation, consultation, development, modification, selection, extraction, comparison, utilisation, interconnection, block, communication, cancellation, destruction of data; your personal data are processed in both printed and electronic formats

4. Legal basis of processing

The processing of personal data by the holder, public entity non-economic, is only allowed for

the performance of the institutional function (art.18 paragraph 2 of the privacy code). The processing of sensitive data by the holder, public entity non-economic, is allowed for the institutional purpose related to intervention of public interest referred to art.68 of the privacy code.

5. Nature of provision of data and consequence of possible rejection

The provision of data is obligatory, any rejection will result in exclusion from the competition and the impossibility to obtain the benefits.

6. Access to data

Your personal data will be processed by the holder, by the responsible of the protection data, by the responsible of processing of the data, by the processor and by the system administrator. The data will be accessible to those entities who shall be entrusted with the task to carry out activities on behalf of the holder for the performance of the institutional purposes.

7. Communicaton of data to third parties

Without your consent express, the holder will be able to communicate your data to those entities who communication is obligatory through legislation or for the performance of the institutional purpose (university institutional, revenue agency...) your personal data will be communicated to other entities that provided assistance or collaboration activities to the holder of processing in the area of accounting, administration, legal, fiscal, to public administration for the performance of institutional functions within the limits established by the rule of law and to third parties, service providers which communication is necessary for the performance of the institutional purposes8 Caf...), your personal data would not be subject of spread

8. Storage periods

ERSU Palermo retain he personal data for not later than 10 years from the conclusion of the administrative procedure for institutional purposes and however for the time to requirement laid down by law.

9. Presence of decision making automated

Is not present decision making automated

10. Transfer of personal data

Your personal data will not be transferred to a third country or to an international organization

11. Procedure for the exercise of the rights

At any time you can exercise your rights (access to personal data, to obtain correction or cancellation of the data or the limitation of processing that concern yourself, to oppose the treatment, the portability of data, to withdraw consent in cases in which the processing is not necessary for the execution of task in the public interest or connected to the exercise of public authority for which the holder is invested or to fulfil a legal obligation, to propose a complaint to the Privacy Guarantor) by sending a registered letter with proof of delivery to the ERSU Palermo, legal address in Viale delle Scienze,1 90128 Palermo, or by sending an e-mail to privacy@ersupalermo.it; or a pec protocollo@pec.ersupalermo.gov.it.

12. Holder, Responsible of protection data and responsible of processing

The controller of processing is ERSU Palermo, with legal address in Viale delle Scienze, edificio 1- 90128 Palermo

tel. 091.6541111

email direzione@ersupalermo.it

pec protocollo@pec.ersupalermo.gov.it

Responsible of the protection data (Data Protection Officer) is the Director f.f Ernesto Bruno

tel. 0916545919

email responsabileprotezionedati@ersupalermommo.it

pec responsabileprotezionedati@pec.ersupalermo.it

Responsible of processing of the data is the Director UOB1 Giuseppa Laura Campagna

tel. 091.6545921

email uob1@ersupalermo.it

*TRANSLATED BY
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