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**REGIONE
PUGLIA**



Notice "Benefits and Services"

Academic year 2024/2025

(Approved by Resolution of the Board of Directors of Adisu Puglia no. 55 on 10 July 2024)

Issued with determination by General Director No. 942 of 11 July 2024

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TITLE I GENERAL PROVISIONS

LEGISLATIVE AND REGULATORY REFERENCES

This competition notice has been drawn up in accordance with the following legal references:

- Regional Law no. 18 of 27 June 2007 "Norms in matter of right to the studies of the university education and the high formation", that identifies the Agency for the Right to University Studies of Puglia - ADiSU Puglia as an instrumental body for the implementation of the interventions in compliance with and within the regional programming, operating throughout the regional territory with decentralised structures and having legal personality under public law, its own staff and organisational, administrative and management autonomy, asset, accounting and technical.
- Decree of the President of the Council of Ministers 9 April 2001 "Uniformity of treatment on the right to university studies, pursuant to Article 4 of Law no. 390 of 2 December 1991".
- Legislative Decree No. 68 of 29 March 2012 "Revision of the rules of principle on the right to study and enhancement of legally recognized university colleges, in implementation of the delegation provided for by Article 5, paragraph 1, letters a), second period, and d), of Law No. 240 of 30 December 2010, and in accordance with the principles and criteria laid down in paragraph 3, letter f), and paragraph 6";
- Decree of the President of the Council of Ministers no. 159 of 5 December 2013 "Regulation concerning the revision of the modalities of determination and the fields of application of the Indicator of the equivalent economic situation (ISEE)".
- Ministerial Decree No. 1320 of 17 December 2021 "Increase in the value of scholarships and eligibility requirements for benefits for the right to study referred to in Legislative Decree No. 68 of 2012 pursuant to Art. 12 of Decree-Law no. 152 of 06 November 2021;
- Ministerial Circular No. 13676 of 11 May 2022 "Information on the methods of reporting the resources deriving from the PNRR referred to in Art.6, paragraph 1, of Ministerial Decree no. 1320 of 2021 and specifications of certain aspects of application of that Decree";
- Law No. 33 of 12 April 2022 "Provisions on simultaneous enrolment in two courses of higher education";
- Ministerial Decree No. 930 of 29 July 2022 - "Provisions to allow simultaneous enrolment in two university courses";
- Ministerial Decree No. 933 of 2 August 2022 "Provisions to allow simultaneous enrollment in two AFAM courses or an AFAM course and a university course";

- Decree No. 317 of 13 March 2024, containing: "Updating for the academic year 2024-2025 of the minimum amounts of scholarships for access to higher education";
- Decree no. 318 of 13 March 2024 on: "Update for the academic year 2024-2025 of the maximum limits of the Equivalent Economic Situation Indicator (ISEE) and the Equivalent Balance Sheet Indicator (ISPE) for access to the benefits related to the right to study";
- National Recovery and Resilience Plan (PNRR) approved by Decision of the ECOFIN Council of 13 July 2021 and notified to Italy by the General Secretariat of the Council with note LT161/21 of 14 July 2021;
- Decree-Law No. 152 of 6 November 2021 "Urgent provisions for the implementation of the National Recovery and Resilience Plan (PNRR) and for the prevention of mafia infiltration";
- Commission Delegated Regulation (EU) No. 240 of 7 January 2014 laying down a European Code of Conduct on Partnership in the European Structural and Investment Funds (ESI Funds);
- Regulation (EU) No. 679 of 2016 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and the free movement of such data. Repealing Directive 95/46/EC (General Data Protection Regulation);
- Council Regulation (EU, Euratom) No. 2093 of 17 December 2020 establishing the multiannual financial framework for the period 2021 to 2027;
- Regulation (EU) No. 1057 of 2021 of the European Parliament and of the Council of 24 June 2021 establishing the European Social Fund Plus (FSE++) and repealing Regulation (EU) No. 1296 of 2013;
- Regulation (EU) No. 1058 of 2021 of the European Parliament and of the Council of 24 June 2021 on the European Regional Development Fund and the Cohesion Fund. No. 1058. of 2021;
- Regulation (EU) No. 1060 of 2021 of the European Parliament and of the Council of 24 June 2021 laying down the common provisions applicable to the European Regional Development Fund, the European Social Fund Plus, the Cohesion Fund, the Fair Transition Fund, the European Regional Development Fund, the European Social Fund Plus, the European Maritime Affairs, Fisheries and Aquaculture Fund, and the financial rules applicable to those funds and to the Asylum, Migration and Integration Fund, the Internal Security Fund and the Financial Support Instrument for Border Management and Visa Policy;
- Programme for the Development and Cohesion Fund 2021;

- Partnership Agreement of the European Cohesion Policy 2021-2027 of Italy, approved by European Commission Implementing Decision No. 4787 of 15 July 2022, including the list of Programmes with their preliminary financial allocations divided by Fund; Regional Programme (PR) co-financed by the European Regional Development Fund (Italian acronym: FESR) for the period 2021-2027 of the Puglia Region, approved by Implementing Decision C (2022) 8461 final by the European Commission on 17 November 2022;
- Resolution of the Regional Council no. 975 of 8 July 2024 "*Regional Law no.18 of 2007 - art. 5. Definition of guidelines and criteria for the provision by ADISU Puglia of Scholarships Benefits and Services - Academic Year 2024/2025 - iuxta Ministerial Decree no. 1320of 2021, Managerial Determination no. 317of 2024 and Managerial Determination no. 318 of 2024*".
- Any regulatory and regulatory changes that the European Community, the State and the Apulia Region adopt, after the publication of this notice, will be considered immediately effective.

ART. 1 - PURPOSE

In accordance with the provisions of the Prime Ministerial Decree of 9 April 2001 "Uniformity of treatment on the right to university studies", of the Legislative Decree of 29 March 2012 no. 68 "Revision of the legislation of principle on the right to study and enhancement of legally recognized university colleges, in implementation of the delegation provided by article 5, paragraph 1, letters a), second sentence, and d), of the law of 30 December 2010, no. 240, and according to the principles and guidelines established in paragraph 3, letter f), and paragraph 6", as well as the state and regional legislation on the right to study, ADISU Puglia regulates access to the benefits to be granted to students for the academic year 2024/2025.

Data deed of D.M. 1320 of 17 December 2021, containing "Increase in the value of scholarships and eligibility requirements for benefits for the right to study pursuant to Legislative Decree no. 68/2012 pursuant to art. 12 of Law Decree no. 152 of 6.11.2021".

Approved by Resolution of the Board of Directors of Adisu Puglia no. 55 on 10 July 2024, this notice was issued to assign:

- Scholarships;
- Canteen service;
- Accommodation service;
- Degree award;
- Contributions for international mobility

The resources for the provision of scholarships for capable and deserving students, even if they lack the means referred to in art. 8 of Legislative Decree 68/2012 for the academic year 2024/25 derive:

- the proceeds of the regional tax for the right to study;
- transfers from the Puglia Region, pursuant to art. 37 L.R. n. 18/07, to be devoted entirely to the awarding of scholarships and loans of honour for university students;
- the share of the State Supplementary Fund allocated to the Puglia Region by the Ministry of University and Research;
- from a specific intervention on the Puglia ERDF-ESF+ PR 2021-2027, based on Priority Axis VI "Education and Training" - Action 6.3 "Interventions to ensure universal access to education", through the signing of a special agreement between PP.AA. between Regione Puglia and ADiSU Puglia, to be carried out after the publication of this call.

ART. 2 - DEFINITIONS

A) MAIN PLACE OF STUDY

The main location of the course of studies attended means the municipality where the teaching site is located where the student attends the greatest number of hours of lessons scheduled for the year of the course to which he is registered for the academic year to which the call refers, with the exclusion of traineeship hours.

B) RESIDENT STUDENT, NON-RESIDENT STUDENT AND COMMUTER.

By "Resident student" we mean the student whose residence coincides with the prevailing seat of the course of study attended.

By "Non-Resident student" we mean the student who resides in a municipality other than that identified as the main location of the course of study attended, with journey times between these municipalities, by public transport, equal to or greater than sixty minutes who takes accommodation in public or private facilities with a contract for a fee for a period of not less than 10 months in buildings falling within the municipality identified as the main location of the course attended.

A "Commuter student" is a student who is neither resident nor resident.

In Annex A are listed the municipalities for which it has been established that the journey times are included in the aforementioned time slot with respect to the main locations of universities and institutes.

C) CONVENTIONAL REGISTRATION YEAR

The Conventional Registration Year is the academic year of first matriculation to the university system for students enrolled in the three-year degree programmes or single-cycle master's degree programmes.

Special cases are regulated by art. 11.

D) CONVENTIONAL YEAR OF FIRST REGISTRATION

The Conventional Year of First Registration is the academic year of first matriculation for students enrolled in the three-year degree programmes or single-cycle master's degree programmes in the university system.

Special cases are regulated by art. 11.

The merit requirements that must be held by students are always related to the conventional year of enrolment that corresponds to the total number of enrolments at the University for students enrolled in Bachelor's or Master's Degree programmes from the academic year of first matriculation to the university system up to and including A.A. 2024/2025; for students enrolled in Master's degree programmes, the total number of enrolments in these courses from the first year onwards.

E) S.T.E.M. COURSES

These are specific courses of study activated by universities in the areas of Science, Technology, Engineering and Mathematics. Pursuant to Circular No. 13676 of 11 May 2022.

ADiSU Puglia identifies as S.T.E.M. courses those activated in the degree classes referred to in <http://dati.ustat.miur.it/dataset/dati-per-budget-di-genere/resource/3f52db2f-24ce-4605-8e51-5618cc4ff4e3>.

F) ADISU ACADEMIC YEAR

With regard to the provision of residential and catering services reserved for students enrolled in the three-year, two-year and one-cycle master's degree programmes, the academic year ADiSU Puglia 2024/2025 starts on 01/10/2024 and ends on 30/09/2025.

With regard to the provision of residential and catering services reserved for students enrolled in PhD courses and graduate schools, the academic year ADiSU Puglia 2024/2025 starts on 01/01/2025 and ends on 31/12/2025.

G) STUDENT PORTAL

It is the portal studenti.adisupuglia.it, IT platform dedicated to communications with ADISU-Puglia, to the presentation of requests and the management of benefits and services provided by ADiSU-Puglia.

H) DIGITAL INSTANCE

Computer module available on the student portal, aimed at submitting requests to the Agency.

I) SINGLE REPLACEMENT DECLARATION (Italian acronym: DSU)

Document that contains the information of a personal income and patrimonial nature necessary to describe the economic situation of the family unit preparatory to the issuance of the ISEE certificate.

J) ISEE CERTIFICATE

Summary document containing, on the basis of the information entered in the DSU, data on the composition of the household and indicators ISR, ISP, ISE, ISEE and the value of the equivalence scale. In order to participate in the competition, it is necessary that the ISEE certificate is applicable to the benefits for the right to university study.

K) ISEE

This indicator is used to assess and compare the economic situation of households seeking to claim a subsidised social benefit. For participation in the competition, it is necessary that the ISEE parameter is lower than the threshold indicated in art. 9

L) ISPE

Indicator calculated by dividing the ISP parameter by the scale of equivalence reported in the ISEE claim. For participation in the competition, it is necessary that the ISPE parameter is lower than the threshold indicated in art. 9.

M) ELIGIBLE STUDENT

It is the student who meets the requirements of the competition notice. He is not a scholarship recipient if additional resources should be allocated during the academic year, we will proceed to the sliding of the rankings for the assignment of the status of BENEFICIARY.

N) BENEFICIARY STUDENT

It is the student who meets the requirements of the competition notice and who has been awarded a scholarship.

ART. 3 - RECIPIENTS

Paragraph 1 – University study courses

Italian and foreign students who meet the economic and merit requirements set out in articles 9 and 12 who are enrolled for the 2024/2025 academic year may apply for benefits:

- a degree course, a master's degree course and single cycle master's degree course;
- a PhD (activated pursuant to Law no. 210/1998) as long as they do not benefit from the scholarship provided by the University, from ministerial funding or from funds of public and private institutions;
- a School of Specialization, with the exception of those in the medical area pursuant to Legislative Decree no. 368/1999;
- a degree course and Specialist degree courses activated pursuant to Law no. 508/99.

Students enrolled at the same time in courses at the University of Salento and the ISUFI High School contribute to ADiSU benefits to the scholarship (money) and the canteen service only.

Paragraph 2 - Venues of Universities, Academies of Fine Arts and Conservatories

This Call for application is open to Students who enrol in one of the following institutions may participate in this call for applications:

- University of Bari "A. Moro".
- Polytechnic University of Bari
- Conservatory "N. Piccinni" - Bari
- Conservatory "N. Rota" - Monopoly (BA)
- Academy of Fine Arts of Bari
- LUM "G. Degennaro" - Casamassima (BA)
- University of Foggia
- Conservatory "U. Giordano" - Foggia
- Academy of Fine Arts of Foggia
- University of Salento
- Conservatory "T. Schipa" - Lecce
- Academy of Fine Arts of Lecce
- Istituto Superiore di Studi Musicali "G. Paisiello" - Taranto

From now on all indicated as “University” when not otherwise reported.

Paragraph 3 – Students not entitled to benefits

Benefits cannot be granted to those who:

- possessing a university diploma (pre-reform courses of university cycles), enrol in the university to obtain a three-year degree;
- possessing a university degree, (pre-reform courses of university cycles), a three-year degree (first level degree) or a two-year degree (second level degree), enrol in the university to obtain a further first level degree or second level degree;
- possessing a university degree, having legal value, register again to obtain a further degree of the same level;
- receive scholarships for the same academic year from other public and private bodies;
- have already benefited from the eligibility for the same year of the degree course from Entities for the right to university study.

Paragraph 4 - Students enrolled in inter-university and interregional courses

Students enrolled in inter-university courses located in different regions apply for a scholarship at the Institute for the Right to Study of the Region where the administrative seat of the course of study is located;

In respect of these students, the provisions of the notice of competition of the Institute for the Right to Study of reference of the administrative seat of the course attended.

ART. 4 - GROUNDS FOR EXCLUSION AND REVOCATION

The following constitute causes for exclusion or revocation of benefits:

- a) value of the ISEE (Indicator of Equivalent Economic Situation) 2024 for university services, exceeding the limit of €25,000.00;
- b) value of the ISPE (Equivalent Asset Situation Indicator) 2024 greater than the limit of €55,000.00;
- c) Presentation of ISEE 2024 certificate not applicable to subsidized benefits for the right to education;
- d) the achievement of a further degree of the same level for the academic year 2024/2025.
- e) the possession of a qualification with legal value issued by higher university institutes, for the academic year. 2024/2025.

- f) failure to complete enrollment at the University for the academic year. 2024/25 at a university referred to in article 3, paragraph 2;
- g) failure to transfer the scholarship application from another Agency for the right to university education by the deadline of 30/10/2024;
- h) enrollment beyond the additional semester, calculated starting from the conventional year of first enrollment at any Italian University
- i) failure to complete enrollment at the University, in the 1st year out of course or in the first year of the master's degree, for the academic year 2024/2025;
- j) for disabled students, failure to complete enrollment at the University, in the 2nd year out of course or in the first year of the master's degree, for the A.Y. 2024/2025;
- k) renunciation of studies or suspension during the academic year. 2024/2025, by 09/30/2025;
- l) renunciation of the scholarship relating to the A.Y. 2024/2025;
- m) the lack of the merit requirement of at least 20 credits by 11/30/2025 for those enrolled in the first year of bachelor's, single-cycle master's degrees and master's degrees;
- n) the lack of the merit requirement of at least 12 credits by 30/11/2025 for disabled students enrolled in the first year of bachelor's, single-cycle master's and master's degrees;
- o) the lack of communication, by 02/28/2026, certifying the achievement of the merit requirement foreseen by this announcement for those enrolled in the first year;
- p) for students enrolled in research doctorate courses or specialization schools, failure to be admitted to the year following the year in which the scholarship was obtained;
- q) the declaration of credits that do not correspond to those ascertained by the Agency or self-certifications of situations different from those for which the scholarship was granted for the academic year. 2024/2025;
- r) the assignment of eligibility for the same year of the degree course by bodies for the right to university education;
- s) obtaining benefits and services, for the same year of the degree course, provided by public and private bodies or by agencies/bodies for the right to study;
- t) enrollment in a research doctorate course with a scholarship provided by other public or private bodies;
- u) failure to attach documentation of foreign income by the date of submission of the scholarship application or incompleteness of the information contained therein, with respect to the provisions of the art. 10;

- v) failure to present a valid residence permit when submitting the application by students in possession of the status of stateless person, political refugee, asylum seeker, beneficiary of humanitarian or subsidiary protection;
- w) the presentation of an ISEE certificate proving the untruthfulness of the data declared or self-certified in the Single Self-Declaration (DSU) in compliance with current legislation;
- x) in case of subscription to an installment plan, failure to make regular payments;
- y) the submission of an application for a scholarship for the same course year to any institution for the right to university study for a number of years exceeding 3 (three);
- z) in case of simultaneous enrollment in two degree courses for the same academic year, the submission of the scholarship application with reversal of the primary and secondary course.

The student can remedy the cause of exclusion referred to in letter r) within the deadlines set for the submission of appeals referred to in the art. 21, with renunciation of the previous benefit and restitution of the benefits received in previous academic years.

The revocation of benefits due to the exclusion referred to in the letter. k) does not apply to students who renounce their studies to enroll in a new degree course in the same calendar year.

The benefits will be revoked following a check on the declarations made by the students and found to be untrue or irregular with respect to the requirements in the announcement, even in a phase following the publication of the final rankings.

ART. 5 – GROUNDS FOR LOSS OF BENEFITS

The causes of forfeiture from the benefits provided by ADiSU Puglia are:

- a) measures to revoke the benefit for false declarations concerning the economic and capital requirements;
- b) debt situations not covered by the rescheduling plans with respect to ADiSU Puglia;
- c) the presence of expulsion measures from the residences of ADiSU Puglia;
- d) situations from which it emerges that the content of the substitute declarations made pursuant to articles 46 and 47 of the Decree of the President of the Republic n. 445 of 28 December 2000 is not true

ART. 6 - RETURN OF BENEFITS

Exclusion, forfeiture, renunciation and revocation will result in the return of the scholarship and the services actually used, as well as the possible application of the sanction, according to what is established in the Regulations for the control procedures of self-declaration made by students, as well as other benefits granted on the basis of the outcome of the same application.

It is specified that the student can apply for a waiver of the scholarship and return benefits within the three academic years following that of their assignment.

ART. 7 - BENEFITS ENTITLEMENT PERIOD

Paragraph 1 - Benefits entitlement period

Students are granted the scholarship annually for a maximum number of years equal to the legal duration of the study courses, plus one semester, starting from the year of first enrolment, if they meet the requirements of this notice.

For Specialisation Schools and PhDs benefits are granted for a number of years equal to the legal duration of the courses.

Paragraph 2 - Further semester (First supplementary year)

Students who are awarded a scholarship for a further semester are entitled to receive a cash amount equal to half of that due by type of student and category of membership. Limited to services, the benefit awarded will cover the entire academic year.

ART. 8 - TYPE OF STUDENT

Paragraph 1 –Allocation of “Non- resident” status

For the purpose of the attribution of “Non-resident” status, students residing in a municipality whose distance from the main location of the course of study is accessible, by public transport, in a time equal to or greater than **sixty minutes**, calculating in the case of urban centres distant from the railway station also the journey to the same (see the table of municipalities), can:

- request the allocation of beds at the residences made available by ADiSU Puglia;
- request the allocation of bed at a structure affiliated with ADiSU Puglia;
- take up accommodation for a fee, at the main location of the course attended, concluding a lease with private individuals.

Regardless of the option chosen,

- students enrolled in the degree programmes, single cycle master’s degree and master’s degree must maintain accommodation at the prevailing location of the course of study attended for at least 10 months in the academic year ADiSU 2024/2025, that are included in the time span **from 1st October 2024 to 30 September 2025**;
- students enrolled in PhD courses and graduate schools must maintain accommodation at the prevailing location of the course of study attended for at least 10 months in the academic year ADiSU 2024/25, that are included in the time span from **1st January 2025 to 31 December 2025**.

If the student resides in a place, whose distance from the course is accessible, by public transport, in a time equal to or greater than sixty minutes and the municipality of reference is included in the above-mentioned table of the municipalities of residence "on site" or "commuters", the student may request the attribution of the status of "Non-resident" after presentation of certification of mileage of the place of residence compared to the town, issued by the municipality of residence. The student must, however, take accommodation at the main location of the course of study attended, under the above conditions.

Students not resident in Italy and foreign students are considered "Non-resident", regardless of the place of residence in Italy also in derogation from the Common table, except where the family unit of the student resides and produces income in Italy; in this case the provisions for students resident in Italy will apply. The student must, however, take accommodation at the main location of the course of study attended, under the above conditions.

When applying for a scholarship, the entitled students may renounce their Non-resident status and declare themselves to be commuter, in this case they will no longer be entitled to request accommodation in one of ADISU's residential facilities or to submit a lease.

Paragraph 2 – Non-Resident students not assigned to accommodation

Students enrolled in the degree programs, single cycle master's degree and master's degree, considered "Non-resident" pursuant to paragraph 1 above, eligible for the scholarship and not assigned accommodation in a Residence of the ADiSU Puglia or those who choose private rental accommodation, to confirm this type of accommodation must present, by 11 November 2024 at the latest a copy of one or more leases for consideration, duly registered, of a total duration of not less than 10 months in A.A. 2024/2025, in the lapse time between 1st October 2024 and 30 September 2025, in the name of the student or of which the student is the exclusive beneficiary, in the manner indicated in art. 15, paragraph 2, letter C.

For Non Resident students enrolled in Graduate and Doctoral Schools the deadline is 10 December 2024.

Pending such delivery the student will be qualified commuter.

Students who change, leave or lose their home during the year are required to notify ADiSU Puglia within 45 days of the event, presenting a copy of the new lease for a fee.

Paragraph 3 – Change of status from Non-Resident to Commuter

The "Commuter" Scholarship will be paid to students who:

- a) enrolled in the degree courses, master's degree and master's degree in single cycle, have their domicile at the seat of the course attended for a duration of less than 10 months in the lapse time included between 1st October 2024 and 30 September 2025;
- b) enrolled in doctoral courses and graduate schools, have their domicile at the seat of the course attended for a duration of less than 10 months in the lapse time included between 1st January 2025 and 31 December 2025;
- c) present rental contracts relating to buildings which do not fall within the common framework of the study programme submitted;
- d) do not send the request for the communication of the rental contract registration data;
- e) do not submit a copy of the lease within the terms and conditions provided for in Art. 15, paragraph 2, letter C;
- f) do not comply with what is necessary for the actual taking of possession of the bed in accordance with Art. 21, paragraph 6;
- g) renounce or withdraw accommodation after the publication of the ranking lists;
- h) they do not notify the ADiSU Puglia, within 45 days of the change of domicile, of the occurrence of the event and do not also submit a copy of the new lease for a fee;
- i) considered "Non-resident" leave or lose their domicile for consideration.

TITLE II – REQUIREMENTS

ART. 9 - ECONOMIC AND PATRIMONIAL REQUIREMENTS

Only the specific certificate "ISEE for university services" and not "ordinary ISEE" will be considered valid to get the benefits referred to in this notice.

THE PRESENTATION OF THE ORDINARY ISEE WILL RESULT IN EXCLUSION

On pain of exclusion of the application, the certificate must state “Applies to subsidised benefits for the right to university study in favour of (student tax code).

The requirements regarding economic conditions must be met by all students at the time of participation in the competition.

Paragraph 1 - Regulatory references

The student's economic conditions are identified on the basis of the I.S.E.E.E. (indicator of the equivalent economic situation), which must bear the words “APPLIES TO SERVICES FOR THE RIGHT TO THE UNIVERSITARY STUDY” (“SI APPLICA ALLE PRESTAZIONI AGEVOLATE PER IL DIRITTO ALLO STUDIO UNIVERSITARIO”) and on the basis of the I.S.P.E. (indicator of the equivalent financial situation) pursuant to the Prime Ministerial Decree (“DPCM”) of 5 December 2013, no. 159, Law no. 89 of 26 May 2016, Legislative Decree no. 147 of 15 September

2017 and Decree Law no. 4 of 28 January 2019, converted into Law no. 26 of 28 March 2019, Ministerial Decree (“DM”) no. 101 of 9 August 2019, implementing article 10, paragraph 2 of the aforementioned Legislative Decree no. 147/2019.

The Single Substitute Declaration (D.S.U.), governed by the DPCM 2013 n. 159 and DM n. 497 of December 31, 2019, for the issuance of the ISEE certificate, must be submitted to a C.A.F. (“Centro di Assistenza Fiscale”) through the INPS (“Istituto Nazionale di Previdenza Sociale”) system that will issue a receipt of submission.

The student is required to verify the truthfulness and correctness of the data entered in the DSU.

The ISEE Attestation data will be subsequently acquired by the Agency directly from the INPS database and transferred ex officio into the individual applications for the purposes of evaluation and subsequent processing of the rankings.

Paragraph 2 - Economic Thresholds

In accordance with the resolution of the Apulia Regional Council no. 975 of 08/07/2024:

- the I.S.E.E. for university services cannot exceed the maximum limit of € **25.000,00**;
- the I.S.P.E. cannot exceed the maximum limit of € **55.000,00**.

For the sole purpose of determining the requirements necessary to maintain the benefits, ADISU PUGLIA will deduct from the declared ISEE value the income entered for the scholarship possibly received in 2022, according to the procedures provided for by art. 4, paragraph 5 of the Prime Ministerial Decree no.159/2013.

The ISPE value is given by the ratio between the Financial Situation Indicator (ISP) and the equivalence scale (SE) indicated in the ISEE certificate.

Paragraph 3 - Composition of the origin family nucleus

The family nucleus is defined according to articles 3 and 8 of the DPCM 5/12/2013, n. 159, and the INPS Circular 18/12/2014, n. 171.

With reference to the date of signature of the DSU, the family nucleus is made up of the members of the registered family and in any case of the student and all persons being in the family status, even if not related by kinship or affinity.

Specific provisions are laid down in relation to parents, spouses, siblings, non-cohabiting children, for which explicit reference is made to the legislation in force.

Please note that the student is part of the parents' family, even if he or she does not live with them, except for the provisions of the following paragraph.

The presentation of an ISEE indicating the composition of the household that differs from the provisions of the regulations in force will result in the exclusion and/or revocation of the benefit.

Paragraph 4 - Independent student

The unmarried or legally separated or divorced student may declare himself "independent from the family of origin" and produce a University ISEE Certificate in which he appears without his parents, only if both the following requirements are met:

- a) residence, as shown in the biographical evidence, outside the household of origin, established for at least two years from the date of the application submission and in a building not owned by a member of the household of origin;
- b) own income of the student from employed or similar work, declared for tax purposes in the last two years, not less than € 9,000.00 per year.

In the absence of one or both requirements, to adequately take into account those who bear the burden of maintaining the student, the ISEE for university benefits must be presented with aggregation to the original household.

The condition of being an independent student also applies in the case of married students or students in "de facto cohabitation" (art. 1, paragraph 36 of Law no. 76 of 2016) registered with the Municipality of residence. The above-mentioned threshold for the adequacy of income capacity must also be assessed taking into account the income of the student's spouse or de facto cohabiting partner. Therefore, a student who does not meet the above requirements, also considering the income of the spouse or de facto cohabiting partner, must apply for an ISEE for university benefits referring to the original household, without the spouse or de facto cohabiting partner.

Apart from the provisions set out in the following paragraph, the presentation of an ISEE certificate with a family nucleus different from that of the family of origin in the absence of the condition of the independent student entails the exclusion and/or revocation of the benefit.

Paragraph 5 – Cases for which aggregation to the family of origin is not required

Students who do not meet the requirements to be considered independent, may nevertheless present an ISEE certificate for university benefits relating solely to their financial condition only if they:

- are orphan of both parents;
- belong to a religious order or a host community;
- are under a detention regime;
- are stateless students:

- possession of a certificate of extraneous affective and economic relationship with parents, issued by the municipality of residence previous to the presentation of the DSU;
- the loss of parental authority of both parents has been declared in court.

Paragraph 6 - PhD student

To apply for benefits for the right to university study connected to PhD courses, the student may use the ISEE applicable to the generality of benefits, with the only caveat that it is possible to choose a restricted family unit compared to the ordinary one.

Paragraph 7 - Current ISEE

The ISEE normally refers to income received in the second calendar year preceding the single replacement declaration (DSU). In some situations, when there are significant changes in income or as a result of adverse events (for example, loss of employment, interruption of social security, welfare and compensation) these incomes do not reflect the real economic situation of the household.

In these cases, it is possible to present the current ISEE model that updates the value of the ISEE Indicator taking as reference the incomes and/or assets related to a shorter period of time.

In order to apply for the Current ISEE you must have a valid ISEE and alternatively:

- a change in the employment situation or an interruption of social security, welfare and indemnity benefits not included in the total income for one or more members of the household. The change must have occurred after 1st January of the ISEE reference year calculated in the ordinary way (for example for the DSU submitted in 2024 the change must have occurred after 1st January 2022).
- change in the total income situation of the household 25% higher than the income situation identified in the ISEE calculated ordinarily;
- a change in the core's total financial position of more than 20% compared to the ISEE's normally calculated balance sheet. This variation may be applied from 1st April of each year and may also be cumulated with the variations referred to in the first or second points.

There are also different expiry dates depending on the type of change made:

- the current ISEE model updated only in the capital or in full, that is, on income and assets, is valid until 31 December of the year of presentation, as expected for the ordinary ISEE;
- in the event of a change in the income component only, the current ISEE model expires six months after submission;
- in case of further changes in the employment situation or the use of treatments the current ISEE model must be updated within two months.

In case of non-renewal of the current ISEE, it will be considered the ordinary ISEE.

Before requesting the current ISEE calculation, it is necessary to have already submitted a D.S.U. and received a certificate that indicates the income situation, which will verify the requirements for the calculation. If the student submits an ISEE CORRENTE, this must be valid on the application date.

Paragraph 8 - ISEE certificate with annotation of omissions and discrepancies

In the case of ISEE certificates with omission/non-conformity annotations, ADISU Puglia will in any case proceed with the acquisition of the data from the National social Security Institution (INPS) and will use the information for the purposes of assigning the score in the ranking and the placement of the student in a certain income bracket.

These assignments are to be considered as provisional and will be maintained until the submission of a request for replacement of the differing document by the student concerned or the verification of the data indicated in the DSU by the competent offices of the Agency. At the same time, the students' position will be suspended from liquidations until the regularization of their position, while the use of the services will be guaranteed.

All students will have evidence of the presence of omissions or discrepancies through a special report in the reserved area of the portal studenti.adisupuglia.it. Such notification shall constitute a notification to the data subject.

For the purpose of regularizing their position, students presenting an ISEE certificate with omissions and discrepancies have two alternatives:

- a) submit no later than 31 December 2024 a new DSU - capable of eliminating the omissions or discrepancies detected in the previous ISEE Certificate - and communicate promptly through the student portal the news of the release of the new ISEE Attestation to the local office of reference;
- b) if the student considers that the entries on the ISEE certificate are incorrect, submit/submit through the student portal the documentation deemed necessary and specifically required for the verification of the data in the annotated declaration of non-conformity and/or irregularities. This documentation must be requested directly by students to the intermediary (Banca, Poste Italiane, etc.) which communicated the relevant data for the DSU to the Revenue Agency.

Paragraph 9 – Partially certified ISEE certificate

The partially attested ISEE certificate is a certificate that, although available, does not show the calculation of all the indicators that the citizen has requested. In particular, where the missing

indicator relates to benefits facilitated by the right to study, the presentation of such a certificate will result in exclusion from the rankings.

ART. 10 - ECONOMIC AND FINANCIAL REQUIREMENTS - Students not resident in Italy

Paragraph 1 - Income and assets

Students whose families do not reside on Italian territory and who have income and assets produced outside the same Italian territory, in compliance with the discipline on self-certification, must declare on application:

1. the total income received abroad in the year 2023;
2. the movable and immovable property held abroad as at 31 December 2023;
 - a) immovable property is taken into account only if it is a building, on the basis of the conventional value of € 500.00 per square metre;
 - b) Movable assets denominated in local currency shall be converted into euro on the basis of the average exchange rate of foreign currencies for the year 2023 derived from institutional sources;
3. the number of members of the household.

In application of the provisions of Article 3 c. 4 of DPR 445/2000, these students must attach to the scholarship application the documentation certifying the above-mentioned family, economic and patrimonial conditions, issued by the competent Authority for the territory of the country in which the family resides, in which the income and assets are held. The documentation must be translated into Italian, legalized, or apostilled, in accordance with current regulations, and attached to the scholarship application, under penalty of exclusion, by the deadline for the application submission referred to in Article 12, paragraph 1, of this notice. In the case of countries where there are difficulties in issuing the certification attested by the local Italian Embassy, the documentation may be replaced by a certificate in Italian issued by the Embassy or Consulate in Italy of the country of origin, legalized by the Prefecture responsible for the territory.

In any case, the above-mentioned documentation must certify:

- the composition of the family nucleus, for the definition of which the same provisions provided by the regulations in force regarding ISEE for benefits for the right to study are applied; special cases are listed below:
 - o single-parent households:
 - In the case of divorce, the divorce or separation deed is required;
 - In the event of the death of one of the parents, the death certificate is required, unless it has already been submitted to the Agency in previous academic years;

- In the event of the father's non-recognition, the student's birth certificate is required;
 - In the case of a parent who is untraceable, a certificate of unavailability issued by the competent authorities is required;
 - If there is a guardian on the family register, the certificate of appointment of the guardian issued by the competent authorities is required;
- orphaned student, the death certificates of both parents must be presented, unless they were already presented to the Agency in previous academic years;
 - if there are married siblings of full age in the family status, marriage certificates must be submitted or the sibling's marital status must be specified in the family composition certificate;
 - presence in the family status of adult siblings not living with the family of origin: the certificate of residence of the non-cohabiting sibling must be presented or must be specified in the certificate on the composition of the household;
- the activity exercised by each member of the household in 2023, including adult siblings. In cases where some members do not exercise any activity, the documentation must show the condition of non-employment or unemployment and the amount of any unemployment benefit or similar received;
 - The period of employment of each member (whether less or more than six months during 2023);
 - the value of the income earned in the year 2023 by each individual member, including siblings aged 18 and over and other cohabiting relatives aged 18 and over or, alternatively, by the household as a whole;
 - an indication of the square metres of the dwelling house and of any buildings owned in 2023; if the dwelling house is not owned, it is necessary to enclose a declaration issued by the competent authority stating that no member of the household owns property;
 - the amount of any residual mortgage as at 31/12/2023 on the dwelling house and/or on the other buildings;
 - the value of the movable assets (e.g. bank account) of each individual member of the household owned or not owned on 31 December 2023;
 - any disability or handicap declared by the student must be attested by a certificate issued in the student's country of origin, converted by the competent Italian ASL indicating the percentage of disability.

The possible presentation of the ISEE equivalent does not exempt the student from presenting the above-mentioned documentation.

When submitting the grant application, students are required to upload the documentation as indicated above through the student portal, in the appropriate section on foreign incomes.

Within the deadline of submission of the grant application, students are required to submit all the **original** documentation at the offices of the competent territorial headquarters of Adisu Puglia or by registered letter (A/R).

Failure to submit the original documentation will result in exclusion.

Paragraph 2 - Particularly poor and developing countries

Foreign students from countries not belonging to the European Union, who are "particularly poor and developing", must produce a certificate from the Italian Representation in the country of origin certifying that the student does not belong to a family known to have a high income and a high social level - as per Ministerial Decree no. 440 of 13 February 2024 - (Afghanistan, Angola, Bangladesh, Benin, Burkina Faso, Burundi, Cambodia, Central African Republic, Chad, Comoros, Democratic People's Republic of Korea, Democratic Republic of the Congo, Djibouti, Eritrea, Ethiopia, Gambia, Guinea, Guinea-Bissau, Haiti, Kiribati, Lao People's Democratic Republic, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Rwanda, Sao Tome and Principe, Senegal, Sierra Leone, Solomon Islands, Somalia, South Sudan, Sudan, Syrian Arab Republic, Tanzania, Timor-Leste, Togo, Tuvalu, Uganda, Yemen, Zambia).

Paragraph 3 - Students required to present the ISEE calculation

Students who do not have Italian citizenship and whose families reside on Italian territory and receive income and/or have assets in Italy, for the purpose of assessing the family economic condition, must submit the application in the same way as Italian students, then they must produce the ISEE. Students who have income and assets, partly in Italy and partly abroad, must declare them when completing the DSU for the purposes of ISEE certification.

Statelessness and international protection

Students in possession of the status of stateless person, political refugee, asylum seeker, beneficiary of humanitarian or subsidiary protection, certified with a valid residence permit at the time of the application submission, are exempted from submitting statements issued by the Diplomatic Authorities of the country of origin. For these students, for the purposes of assessing the economic condition of the family unit, only the income and assets possibly held in Italy, recorded in the same way as for Italian students, are considered; therefore, they are required to submit the ISEE 2024 certificate. The students referred to in this paragraph must attach, under penalty of exclusion, by the deadline for the scholarship application submission:

- a) a copy of the valid residence permit showing the status in question;
- b) a copy of a valid passport or identity card or other identification document;
- c) the ISEE 2024 certificate valid for the benefits of the right to university studies.

Students waiting to receive a residence permit, for whom the administrative or judicial procedure for obtaining international protection is in progress, are required to enclose with their scholarship application, under penalty of exclusion, by the deadline for the scholarship application submission, a copy of the application for protection forwarded to the Police Headquarters of the municipality where they reside or to the Border Police, as well as the provisional residence permit or equivalent issued by the Police Headquarters upon presentation of the relevant application. It should be noted that, for the students referred to in this paragraph, the possible payment of the money benefits is suspended because it is conditioned by the integration in the application of the residence permit attesting the status in question; benefits in services, however, provided immediately, even pending the condition mentioned above, will be subject to recovery in money in the event of failure to hand over the residence permit attesting the status.

Dual citizenship

Students with dual citizenship apply by choosing one of the two nationalities. If one of the two citizenships is Italian, the latter prevails.

ART. 11 - PROVISIONS FOR COURSE CHANGES, UNIVERSITY TRANSFERS AND STUDY WITHDRAWALS

Paragraph 1 – Merit requirements and conventional year of enrollment

The merit requirements referred to in art. 12, which must be possessed by students for the purposes of participating in this competition notice, always refer to the conventional year of enrollment which corresponds:

- to the total number of university enrollments made starting from the academic year of first registration up to the academic year 2024/2025 included for students enrolled in three-year degree courses or single-cycle master's degree courses;
- to the total number of enrolments made in such courses starting from the academic year of first enrollment in the first year of a master's degree course up to the academic year 2024/2025 included for students enrolled in master's degree courses.

Paragraph 2 - Career events and determination of the conventional year of first matriculation or the conventional year of first registration.

In cases of change of course, transfer of university or withdrawal with subsequent new matriculation or enrollment in a new degree course, for the purposes of determining the conventional year of first matriculation or the conventional year of first enrollment, the following procedures are followed:

1) Course change or transfer from another university with enrollment in years after the first.

In this case, the conventional year of first matriculation or the conventional year of first enrollment coincide with the first year of matriculation or enrolment in the first year of the career preceding the transition or transfer.

The credits validated by the new course of study are valid for the purposes of applying for a scholarship, provided they relate to courses in the students' study plan and validated by the Department Council.

2) Change of course or transfer from another university with enrollment at year I if the new course of study has not validated credits obtained in the previous career

In this case, the years before the last registration or first registration are not counted and the conventional year of first matriculation or first registration coincide with the year of matriculation or first enrollment in the course of study to which the student will result enrolled for the academic year 2024/2025.

3) Change of course or transfer from another university with enrolment at year I if the new course of study has validated credits earned in the previous career.

In this case, the years before the last registration or first registration are not counted and the conventional year of first matriculation or first registration coincide with the year of matriculation or first enrollment in the course of study to which the student will result enrolled for the academic year 2024/25.

At the same time, credits awarded in the course of studies are not valid for the purposes of achieving the merit requirement for the current academic year, nor for subsequent academic years.

4) Waiver of studies and re-enrollment at year 1 if the new course of study has not validated credits earned in the previous career.

In this case, the years before the last registration or first registration are not counted and the conventional year of first matriculation or first registration coincide with the year of matriculation or

first enrollment in the course of study to which the student will result enrolled for the academic year 2024/2025.

5) Waiver of studies and re-matriculation at year 1 if the new course of study has validated credits earned in the previous career

In this case, the years before the last registration or first registration are not counted and the conventional year of first matriculation or first registration coincide with the year of matriculation or first enrollment in the course of study to which the student will result enrolled for the academic year 2024/2025.

At the same time, credits awarded in the course of studies are not valid for the purposes of achieving the merit requirement for the current academic year, nor for subsequent academic years.

6) Waiving of studies and re-matriculation with enrolment in years following I if the new course of study has validated credits earned in the previous career.

In this case, the years before the last registration are not counted, but students will have to meet their merit requirements related to the year of the course they were enrolled.

For this purpose, recognised or validated credits are not valid for the purposes of meeting one's merit requirements for the current academic year, or for subsequent academic years.

Paragraph 3 - Submission of the scholarship application in case of passing the course, transfer of the University, renunciation with registration or enrolment in a new degree course - additional clauses.

Without prejudice to the possession of the merit requirements depending on the conventional year of enrolment, for the purposes of applying for a scholarship students must be in one of the following conditions:

- have never applied for a scholarship in relation to the conventional year which will be registered for the academic year 2024/2025;
- in the event of prior allocation of the benefit for the same conventional year of enrolment to which students will be registered for the academic year 2024/25, have submitted waiver of the previous benefit awarded. In this case, the student must also have completed the refund of the money received and the fees of the services used or must have signed up for the installment of the sums due and be in compliance with the payments.

With regard to the submission of the grant application following the renunciation of the previous benefit assigned for the same conventional year of registration, it should be noted that this operation is allowed for a maximum of three times.

Paragraph 4 – Matriculation with abbreviation of career

Excluded from the list of recipients of this call, for the current academic year and for the following years, are students who, by virtue of attendance and/ or conclusion of training other than graduate courses, master's degree courses, single cycle master's degree courses, are enrolled directly in years following the first, without having ever enrolled in the first year of a degree program.

ART. 12 - MERIT REQUIREMENTS

Paragraph 1 - Students enrolling in the first year

A. Degree courses and Master's degree single cycle courses.

The merit requirements to access the benefits will be evaluated ex post, i.e. after the student, who has been awarded a scholarship or who has been found eligible as non-winner in the rankings, has acquired at least 20 credits relating to the study plan of the attended degree course. The above-mentioned credits must be acquired:

- by August 10, 2025, to get the full amount of the scholarship;
- by November 30, 2025, to get half the money amount.

Master's degree courses

The merit requirements to access the benefits will be evaluated ex post, after the student, who has been awarded a scholarship or who has been found eligible as non-winner in the rankings, has acquired at least 20 credits accrued during the year for which the student has applied for the benefit.

The above-mentioned credits must be acquired:

- by August 10, 2025, to get the full amount of the scholarship;
- by November 30, 2025, to get half the money amount.

PhD

Only a university degree is required.

The merit requirements for access to benefits will be evaluated ex post, i.e. after the student has acquired the necessary requirements to be admitted to the 2nd year of the attended study course.

For the purposes of determining the course year, the academic year of effective activation of the courses will be considered.

Specialization Schools

Only a university degree is required.

The merit requirements for access to benefits will be evaluated ex post, i.e. after the student has acquired the necessary requirements to be admitted to the 2nd year of the attended study course.

For the purposes of determining the course year, the academic year of effective activation of the courses will be considered.

Paragraph 2 - Students enrolling in subsequent years

Merit requirements are calculated starting from the year of first enrolment at any Italian University. For the purposes of calculating the years of enrolment, and provided that the student has not carried out any career actions in that year, no account will be taken:

1. of the year of community service;
2. for female students, of each child's birth year;
3. of severe and prolonged certified infirmity.

Earned credits are valid only if recognized and approved by the Department Council for the course of study for which the student requests the benefit.

Degree Courses

To access the benefits for the years following the first of degree courses, students must meet the merit requirements set out in Table “A” by 10 August 2024, the merit requirements set out in Table A.

Single Cycle Master's Degree Courses

To be able to access the benefits for the years following the first of the single cycle master's degree courses, students must meet the merit requirements set out in Table “A” by 10 August 2024.

Master's Degree Courses

In order to be eligible for the benefits for the years following the first of the Master's degree courses, the student must meet the merit requirements set out in Table A by 10 August 2024.

Limited to the following Master's degree courses offered by the University of Bari: Environmental Biology, Cellular and Molecular Biology and Biomedical Sciences, students must have the minimum number of credits specified below:

- for the second year, 25 credits by 10 August 2024, as well as the fulfilment of any educational obligations, where provided for in the admission to the courses;
- for the remaining six months, 43 credits by 10 August 2024.

PhD courses

Students must meet the necessary requirements for admission to the current year, as provided for by the respective university regulations.

For the purposes of determining the course year, the academic year of effective activation of the courses will be considered.

Specialization Schools

Students must meet the requirements for admission to the current year, as laid down in the respective regulations.

For the purposes of determining the course year, the academic year of effective activation of the courses will be considered.

In addition, to allow the ranking to be drawn up, the students must notify the Agency the achievement of the merit requirement.

Students participating in international mobility programmes

The credits and marks acquired by the student during international mobility programmes will be evaluated based on what is formally recognised and certified by the universities, considering the date of actual passing of the examination tests, regardless of the date of validation.

Paragraph 3 - Students possessing a three-year degree who enrol in a single cycle Master's degree course

Students with a three-year degree who enrol in a single cycle Master's degree course, in the absence of the corresponding two-year Master's degree course, may apply for the scholarship from the 4th year onwards. In this case, the year of first enrolment will be considered the year in which the three-year degree course begins.

Students with a three-year degree who enrol in a single cycle Master's degree course may apply for the scholarship from the 4th year onwards.

Paragraph 4 - Students enrolling in training courses provided by D.M. 616/17

Students enrolled at the Apulian Universities, who at the same time attend the training courses provided for by Ministerial Decree 616/17, may apply for ADISU Puglia's benefits, subject to the requirements of merit and income.

Paragraph 5 - Credits valid for the purpose of achieving the merit requirements.

The credits obtained in relation to teaching activities included in the study plan, carried out and passed after the date of enrolment or first enrolment in the course attended, are considered valid for the purposes of achieving the merit requirements.

By way of example, and not exhaustive, the following shall be taken into account for the purpose of calculating the credits to achieve the minimum merit requirement.

Letter A) Credits that can be calculated for the purposes of achieving the merit requirements

In order to achieve the merit requirements, it is possible to consider:

1. credits relating to the educational activities of which the study plan is composed, the attendance of which has been completed and whose examinations have been passed after the date of first enrolment in the course of study for which the benefit is claimed;
2. in the case of passing the course, credits relating to the exams present in the study plan and recognised for the course of study for which the student requests the benefit, even if different from that of the previous year, taken and recorded by August 10, 2024, with the exception of art. 11;
3. in case of course passage, credits pending validation of exams taken, passed and recorded, by August 10, 2024, in the previous course of study with the exception of the provisions of art. 11;
4. for students participating in international mobility programmes, credits from pending examinations, taken abroad under the programme, passed by August 10, 2024, to the extent that, by mobility agreement, will be validated in the study plan.

Letter B) Credits not computable for the purposes of achieving the merit requirements

For the purposes of achieving the merit requirements it is not possible to consider:

1. credits from exams that exceed one's study plan;
2. credits from passing exam modules or partial tests;
3. credits obtained by students as part of further university courses, acquired by students before enrolling in the course of studies attended, even if validated by the university institution within the study plan;
4. credits acquired for the achievement of other qualifications and credits validated in relation to educational and/or professional activities carried out prior to the first enrolment in the course of study attended;
5. credits earned by students in the framework of master's degrees and other training courses, even if validated by the university/academic institution within the study plan;
6. credits earned by students as part of further university courses not validated by the university/academic institution within the study plan, even if acquired during the university career;

7. credits deriving from language and IT certifications, if these certifications have been obtained by students before their enrolment or first enrolment in the course of study attended, even if validated by the university/academic institution within the curriculum;
8. credits arising from participation in seminars, conferences, training courses, workshops, etc. where such activities took place prior to registration or initial enrolment in the course of study attended, even if validated by the university/academic institution within the curriculum;
9. for students enrolled in the three-year degree courses, credits deriving from additional educational obligations (OFA) possibly awarded by the academic/university institution;
10. for students enrolled in the master's degree programmes, credits deriving from educational debts or from individual courses or from the validation of exams already taken during the degree course of 1 level.

Paragraph 6 – Bonus

To achieve the minimum merit requirements, students may use, once only during their studies, in addition to the credits actually achieved and certified by the universities, a bonus accrued on the basis of the year attended, as follows:

- 5 credits, if used for the achievement of benefits for the second academic year;
- 12 credits, if used for the first time to obtain benefits for the third academic year;
- 15 credits, if used for the first time to obtain benefits for the following academic years.

The bonus is not included in the formula for calculating the merit coefficient.

If the bonus has not been used in full in the academic year of reference, only the residual quota remains available in subsequent academic years.

N.B. The annual bonus quotas cannot be accumulated.

Students enrolled in years subsequent to the first year of their Master's degree may use the bonus accrued and not used in the three-year degree course up to a maximum of 15 credits.

Students who have applied for a study grant in previous years at another study agency must self-certify the number of bonus points remaining at their disposal after the first use in the previous career.

ADISU PUGLIA will verify the declarations made by the student when filling out the application.

The bonus cannot be used for the acquisition of 20 cfu useful to maintain the benefits recognised in favour of students enrolled in the first year of degree courses, single-cycle master's degrees and master's degrees.

Taking into account the provisions of art. 5, paragraph 13 of Ministerial Decree no. 1320 of 2021, the table relating to the merit requirement is shown below:

MERIT TABLES

"Table A"

Merit requirements for students enrolled in the a.y. 2024/2025 at Universities, Polytechnic, Academies of Fine Arts and Conservatories of Music

Merit requirements to be achieved by 10 August 2024			
Three-year degree courses- first level	Master's Degree 2nd level	Single cycle master's degree (5 years)	Single cycle master's degree (6 years)
1st year: ACCESS only ISEE and ISPE income parameters; 2nd year: 25 credits 3rd year: 80 credits Further semester: 135 credits	1st year: ACCESS only ISEE and ISPE income parameters; 2nd year: 30 credits Further semester: 80 credits	1st year: ACCESS only ISEE and ISPE income parameters; 2nd year: 25 credits 3rd year: 80 credits 4th year: 135 credits 5th year: 190 credits Further semester: 245 credits	1st year: ACCESS only ISEE and ISPE income parameters 2nd year: 25 credits 3rd year: 80 credits 4th year: 135 credits 5th year: 190 credits 6th year: 245 credits Further semester: 300 credits

ART. 13 - DETERMINATION OF MERIT SCORE

For students enrolled in years after the first, the selection will be made for each year of each degree course, based on merit, taking into account the number of credits, exams and grades obtained.

Conventionally, the coefficient of merit will be determined by the product between the average of the votes obtained (MVO) and the credits achieved (CC) divided by 60 for the second year, 120 for the third year, 180 for the fourth year, 240 for the fifth year, 300 for the sixth year according to the following formula:

$(MVO * CC) / \text{number of credits according to the reference year.}$

The coefficient of merit is evaluated to the second decimal place, by truncation of the following.

Please note that:

MVO is calculated from the ratio between the sum of the votes obtained (it is specified that thirty with praise is considered thirty) and the number of exams taken, without considering the qualifications.

CC represents the sum of all the credits acquired and validated (passed exams, traineeships, conferences, eligibility, optional, etc., only if provided for in one's study plan).

TITLE III - APPLICATIONS

ART. 14 - SUBMISSION OF APPLICATIONS

Paragraph 1 – Deadlines

Students, to apply for the benefits provided for in this call for applications, under penalty of ineligibility, must fill in the relative application exclusively on-line, in accordance with art. 12, by and no later than the dates indicated below:

Filling in the online application - Scholarship and accommodation place		
Type of course of study	Deadline of opening the procedure	Deadline of closing the procedure
Degree, Master's degree and single cycle Master's degree courses	at 8.00 on 12/07/2024	by the 12.00 noon on 27/08/2024
Specialization schools, Ph.D. courses	at 8.00 on 02/10/2024	By the 12.00 noon on 10/11/2024

Paragraph 2 – Admission tests

Students who take the admission test to access the first year of degree courses with a programmed number, PhD, Specialization Schools, and Conservatories, must submit the application to compete for the benefits provided by this call for applications by the dates mentioned in the previous paragraph and then prove enrolment at the University. Students who do not pass the admission test for degree courses with programmed number of places are required to notify their possible enrolment in another degree course or non-enrolment.

Paragraph 3 – First - year enrolment

Students who apply for a scholarship as enrolled in the first year of the degree courses, of master's degree, of single cycle master's degree, PhD and Specialization Schools must notify the enrolment within and no later than the deadline for enrolment at the University of enrolment in accordance with art. 26, paragraph 1.

If the students are recipients of scholarship, the aforementioned communication, if made in the end of 15/10/2024 gives the right to the award of the scholarship in three instalments.

If the students are recipients of scholarship, the aforementioned communication, if made after 15/10/2024 and by the deadline of 30/11/2024 gives the right to the payment of the scholarship in two instalments.

Paragraph 4 - Three-year degree achievement and enrolment in a Master's degree course (two-year degree course)

Students who will achieve their three-year degree in the extraordinary session of the academic year 2023/2024 and who wish to enrol for the academic year 2024/2025 in a 2nd level degree course, may participate in the competition for scholarships as enrolled in the 1st year of the Master's degree.

These students will be included in the first year's ranking, pending the communication proving the effective enrolment in the new course of study.

In case of failure to register and upon presentation of a specific request by the end of the extraordinary session of the previous year, at the territorial office that granted eligibility, the student will be placed at the end of the new ranking as enrolled in the 1st year out of course (also 2nd out of course in the case of students with disabilities).

Students who participated in the competition for scholarships as enrolled in the 1st year out of course (also 2nd out of course in the case of students with disabilities), who obtain the qualification and proceed to enroll in the first year of the master's degree upon presentation of upon request by the end of the extraordinary session of the previous year, they will be placed at the end of the ranking.

Paragraph 5 – Transfers of the application between the territorial offices of the Agency.

Students who have applied for a study grant in relation to enrolment in a degree course pertaining to an ADiSU territorial office and who, following a career event, enrol in a university pertaining to another ADiSU Puglia territorial office, may request the transfer of their application for a study grant, on condition that the transfer request is received no later than 30 days from the occurrence of the event and in any case no later than 30/04/2025. In response to the aforementioned request, the students' position will be re-evaluated in application of the provisions of art. 27 of the present application notice.

The transfer of the application for a study grant by students found to be ineligible in the definitive rankings is excluded.

If the application is accepted, the students concerned will be placed at the end of the ranking list for the new degree course.

Should students lose their status as beneficiaries as a result of the transfer, retaining only their eligibility for the benefit, they will be required to return the cash amounts received and the fees for services used.

Paragraph 6- Transfer of the application to another body for the right to university study

At the students' request, ADiSU Puglia forwards the application for a grant to another body for the right to study. Please note that:

- it is the students' responsibility to check whether and under what conditions the incoming study body accepts incoming transfers;
- ADiSU Puglia has no responsibility for any rejection of the transfer request by another study body;
- Once an outgoing transfer request has been submitted, students will be excluded from the eligible list of ADiSU Puglia.

ART. 15- HOW TO APPLY

Paragraph 1 – Application submission

Scholarship applications are completed and submitted exclusively online through the procedure available on the www.adisupuglia.it website within the deadliness provided for by the art 14, paragraph 1 of this notice.

Preamble to the application

The application does not require prior enrolment in the various degree courses for a.y. 2024/2025, which must in any case be made within the deadlines set by the universities.

1. The student may access the services offered by ADISU using one of the alternative authentication systems currently accepted:
 - a) Public Digital Identity System (SPID) Level 2;
 - b) Electronic Identity Card (CIE);
 - c) National Services Card (“Carta Nazionale Servizi” - CNS);
2. Notwithstanding the above provision, ADISU will issue access credentials to its services only for the following categories of students:
 - a) Minors under the age of eighteen on the date of submission of the application, until they reach the age of majority;

- b) Non-Italian citizens, temporarily lacking the necessary requisites for obtaining the instruments indicated in comma 1, pending their achievement;
3. The student must proceed to fill in the application in all its parts and for all its forms in accordance with the provisions of the "Technical form for filling in the on-line application A.A. 2024/2025";
 4. The procedure will require some information regarding the documentation needed to submit the application, therefore the student must obtain, in particular, the receipt of the request for the ISEE 2024 certificate for university benefits issued by a CAF or INPS, for the detection of the economic condition (income and assets) of the student's household requesting the benefits;
 5. it is important to take action in due time to obtain the new ISEE 2024 certificate, considering the time required for its issue;
 6. It is strongly advised not to proceed with the compilation of the online application in the days close to the deadline to avoid possible delays in accessing the computer procedure. ADISU is not responsible for eventual slowdowns in the computerised procedures, due to overloaded accesses, nor for interruptions to the internet connection.

Paragraph 2 - Documents to be attached to the online application

Copy of identity document.

To confirm the application for a study grant, a copy of a valid identification document must be attached, using the upload procedure in the online format. In application of the provisions of the regulations on self-certification, the attachment of an expired document is permitted, provided that the interested party declares that no changes have occurred in any of the information contained therein.

Documentation of income and assets held abroad.

Students whose families produce income and hold assets exclusively abroad must include, via the student.adisupuglia.it portal, the procedure for transmitting documentation, foreign income box, scan of all the documentation indicated in art. 10 of the notice. Then, within the deadline of 31 October 2022 they must provide for the delivery of the original documentation to the offices of the competent territorial office. In case of presentation by registered letter with return receipt, the postmark will be valid.

Lease agreement

Non-Resident students who do not have a place in ADISU Puglia residences, may present The rental contract for consideration, duly registered, with a total duration of not less than 10 months in the

academic year 2024/2025 only through the appropriate digital application during the periods indicated below:

- from 01/10/2024 to 11/11/2024 for students enrolled in Degree, Master's degree and single-cycle Master's degree courses;
- from 01/11/2024 to 10/12/2024 for students enrolled in doctorates and specialisation schools.

The procedure involves two distinct steps, both necessary:

1. student must go to the section "completion of applications", – “rental contract for consideration” box and entered all the required information.
2. Following the submission of the application, the student must also proceed to upload a copy of the contract in the section "Transmission of documentation" - "Rental contract for consideration",

At the end of the procedures outlined above, no paper copy will be sent to the competent ADISU offices.

Failure to complete the application form and/or to upload the contract within the above deadlines will result in forfeiture of the related benefit.

Documentation of examinations taken abroad following participation in international mobility projects.

Examinations taken abroad as a result of participation in international mobility projects (e.g. Erasmus+) within the deadlines specified in art. 12 of the application notice also count towards the merit requirements. If, on the date of submitting the application for the study grant, these examinations have not yet been validated by the University/AFAM Institution of enrolment, students must fill in the form relating to the examinations awaiting validation, attach the documentation issued by the host University, certifying the examinations taken, the grade and the date of passing them, to the application for the study grant.

TITLE IV - BENEFITS

ART. 16 - SCHOLARSHIPS

Paragraph 1 – ISEE bands

Students are considered, for the purposes of this notice of competition

- belonging to bracket '1' if their ISEE for university benefits is less than or equal to 1/2 of the maximum threshold referred to in art. 9 of the application notice;
- belonging to band '2' if their ISEE for university benefits is greater than 1/2 and less than or equal to 2/3 of the maximum threshold as per art. 9 of the competition notice;
- belonging to band '3' if their ISEE for university benefits is greater than 2/3 and less than or equal to the maximum threshold as per art. 9 of the competition notice.

For the academic year 2024/2025, the ISEE brackets are therefore broken down as follows:

BANDS	ISEE VALUE
1	ISEE less than €12,500
2	ISEE higher than €12,500 and lower than €16,666.67
3	ISEE higher than €16,666.67 and lower than €25,000.00

Paragraph 2 - Amount of the grants

The basic amount of the scholarship referred in the previous paragraph is subject to an increase in the following cases:

Type of student	Amount
Non resident - Fuori sede	€ 7.015,97
Commuter - Pendolare	€ 4.100,05
On site - In sede	€ 2.827,64

Paragraph 3 – Reductions in the scholarship amount

The basic amount of the grant referred to in the preceding paragraph is subject to reduction in the following cases:

1. Students enrolled in the first year outside prescribed years ("*fuori corso*") - 50%;
2. Disabled students enrolled in the second year outside prescribed years ("*fuori corso*") - 50%;

3. Students enrolled in the first year who do not achieve 20 CFU by 10/08/2025, but who achieve this requirement by 30/11/2025 - 50%;
4. Students with an ISEE parameter greater than 2/3 of the maximum threshold, but less than or equal to the aforementioned threshold - 20%.

All the reductions referred to in this paragraph are cumulative.

Paragraph 4 – Increase in the scholarship amount

The basic amount of the scholarship is subject to increase in the following cases:

1. Value of the ISEE parameter less than or equal to 50% of the maximum threshold set in the art. 9 of the competition notice + 15%;
2. Student attending S.T.E.M. degree course + 20%;
3. Simultaneous enrollment in two-degree courses at AFAM universities and/or institutions and simultaneous achievement of the merit requirements set out in the art. 9 for both courses + 20%;
4. Disabled student with a disability equal to or greater than 66% or in possession of a disability certificate pursuant to art. 3 c. 1 of the law. 104/92 + 25%.

All increases are calculated starting from the amount referred to in paragraph 2, possibly recalculated based on the reductions referred to in paragraph 3. The increases referred to in points 1 and 2 cannot be cumulated: point 2 includes the increase foreseen for point 1.

Paragraph 5 - Deductions for services

1. Non-Resident Students will be charged an accommodation fee of € 2,160.00.
2. To all students, Resident, Non-Resident and Commuters in respect of which the Agency can provide the canteen service for a meal per day on an annual basis, through its own facilities, facilities in agreement or via vouchers, a deduction of € 853.00 is applied. This deduction does not apply to students for whom it is not possible to provide the canteen service for a meal per day on an annual basis, for the absence of facilities, facilities in agreement or via vouchers.
3. To all Non-Resident students against whom the Agency can provide the canteen service through its facilities or facilities in agreement or via vouchers, applicants for the second daily meal is charged an additional deduction of € 853.00.
4. These deductions are applied regardless of the actual use of the services and any justified absences and are, never and for any reason, monetizable.

5. The accommodation retention does not apply to students attending courses of study in locations where there are no residential facilities made available, in any form, by ADiSU Puglia.
6. The accommodation withholding tax does not apply to students who are seeking accommodation in an ADiSU residence, who have been found not to be eligible due to a lack of beds and who have confirmed their "Non-Resident" status by submitting a rental contract consistent with the provisions of art. 8, the date of conclusion and start of the lease are later than the date of publication of the final rankings.
7. The canteen deduction does not apply to students attending courses of study in locations where there are no refreshment points made available, in any form, by ADiSU Puglia.

Art. 17 INTERVENTIONS AND SERVICES IN FAVOR OF STUDENTS WITH DISABILITIES

Paragraph 1 – Recipients

To facilitate the course of study for students with disabilities, the Agency establishes the access requirement for this notice and the benefits entitlement period:

- a) students with recognition of disabilities pursuant to art. 3 paragraph 1 of law 104/1992;
- b) students with a recognized disability equal to or greater than 66%, as required by the D.P.C.M. April 9, 2001.

Students with disabilities will have to declare their status in the online application which requires the uploading of the relevant certification (until uploading they will be considered able-bodied).

Paragraph 2 – Benefits entitlement period

These students can obtain benefits limited to the first qualification for each level of study for a maximum period calculated starting the year of first enrollment:

- nine semesters for a three-year degree courses
- seven semesters for master's degree courses
- thirteen semesters for five-year single cycle master's degree courses
- fifteen semesters for six-year single cycle master's degree courses;

Paragraph 3 – Merit requirement

- 1) Differently abled students enrolled in the first year of the various degree courses must meet at least 12 credits by the 10 August 2025 to obtain the full amount of the scholarship. Student who obtains the 20 credits by 30 November 2025, will be paid half of the cash amount of the scholarship.
- 2) To access this announcement, disabled students enrolled in years subsequent to the first must acquire the number of training credits shown in the following table by 10/08/2024.
- 3) With regard to the validity of training credits, the same provisions of Article 12 shall apply.

“Table B”

Merit requirements for differently abled students enrolled in the academic year 2024/2025 at Universities, Polytechnic, Academies of Fine Arts and Music Conservatories.

Merit requirements to be achieved by 10 August 2024			
Three-year degree courses- first level	Master's Degree 2nd level	Single cycle master's degree (5 years)	Single cycle master's degree (6 years)
1st year: ACCESS only ISEE and ISPE income parameters; 2nd year: 15 credits 3rd year: 48 credits First supplementary year: 81 credits; Further semester: 108 credits	1st year: ACCESS only ISEE and ISPE income parameters; 2nd year: 18 credits First supplementary year: 48 Further semester: 72 credits	1st year: ACCESS only ISEE and ISPE income parameters; 2nd year: 15 credits 3rd year: 48 credits 4th year: 81 credits 5th year: 114 credits First supplementary year: 147 Further semester: 180 credits	1st year: ACCESS only ISEE and ISPE income parameters; 2nd year: 15 credits 3rd year: 48 credits 4th year: 81 credits 5th year: 114 credits 6th year: 147 credits First supplementary year: 180 Further half year: 213 credits

Paragraph 4 – Income requirements

- 1) Only the specific certificate "ISEE for university services" and not "ordinary ISEE" will be considered valid to get the benefits referred to in this notice.
- 2) The economic limits to participate in the competition for the granting of scholarships a.y. 2024/2025 are as follows:
 - the I.S.E.E. cannot exceed the maximum limit of € 25.000,00;
 - the I.S.P.E. cannot exceed the maximum limit of € 55,000,00.
- 3) Exceeding even just one of the economic limits entails the exclusion and/or revocation of the benefit.

Paragraph 5 - Cash and services benefits

To allocate the benefits provided by ADISU Puglia, a single ranking will be formulated for students enrolled in the first year, based on economic conditions; the ranking concerning students enrolled in years subsequent to the first, will be formulated, for each year of the course, on the basis of the greater merit acquired on 10/08/2024.

All differently abled students who are eligible for benefits are guaranteed a scholarship.

For the protection of privacy, students' names will be replaced by their identification code in the public rankings of eligible and excluded ones.

The money amount of the Scholarship referred to in Article 13 is increased by 25%.

Differently abled students are not required to pay the regional fee.

To differently abled students, the accommodation is in priority over all other categories of students.

Paragraph 6 - Bed service

Students with disabilities are given priority over all other categories of students.

Paragraph 7 – Accompanying service for differently abled students who are loading assignee in ADISU residences

In compliance with the provisions of art. 2 paragraph 5, letter b) of Legislative Decree no. 68/2012, art. 3 letter h) of R. L. 18/2007, Law no. 104 of 5 February 1992 and subsequent amendments and additions and the D.P.C.M. of 9 April 2001, there is an accompanying service for students with disabilities recognized as not less than 66%.

The service is aimed at students with disabilities who have been assigned, in accordance with art. 17 of this notice, an accommodation in one of Adisu Puglia's residential facilities and who need, on an ongoing basis, an accompanying person's help.

The status of a student who needs accompaniment must be inferred from a medical certificate issued by the ASL to which the student belongs.

The above-mentioned service consists in giving the differently abled student the possibility to have a "double" room in the university residence to be used with an accompanying person.

The student beneficiary of the service is required to notify the competent territorial office of the Agency of any changes with respect to the accompanying person indicated during the submission of the application.

The Agency will carry out periodic checks on the correct use of the service.

Aspiring beneficiaries of the service when submitting the scholarship application, a copy of the medical certification issued by the ASL to which they belong certifying the need for accompaniment must be attached to the "transmission of documentation" section.

The application will also be signed by the identified accompanying person, for acceptance of the conditions set out in this Notice.

The accompanying person will assist the student in carrying out the daily tasks for the period of stay at the university residence.

The accompanying person will be entitled to stay free of charge at the university residence and will be able to use the canteen service under the same conditions provided for the student assisted by him/her, strictly complying with the provisions of the "Housing service" Regulations. Furthermore, at the time of acceptance of the accommodation, he/she will be required to hand over the deposit set at € 130.00 and a medical certificate of sound and robust constitution, which expressly states that he/she meets the requirements of psychophysical fitness for the purposes of living together in the community and the absence of infectious diseases in progress that prevent cohabitation with others.

The application must be submitted at the time of completing the grant application.

If the availability of the "reserved" rooms does not allow for the satisfaction of all the applications received, we will proceed based on the final ranking for A.A. 2024/2025.

ART. 18 – FINANCIAL CONTRIBUTION FOR INTERNATIONAL MOBILITY

Paragraph 1 – Recipients

Students who are scholarship holders and eligible in the final rankings for scholarships are entitled to a supplement to the international mobility grant awarded by the University, relating both to programs promoted by the European Union and to non-EU programs taking place during the 2024/2025 academic year.

The grant is awarded once only for each type of course provided that:

- a) students are scholarship holders or eligible for a scholarship in the academic year in which they participate in mobility programs;
- b) The period of study is recognized in terms of credits as part of their course of study at one of the universities or other institutions referred to in article 2, paragraph 2.

Paragraph 2 - Amount of the grant supplement

Compatible with the resources allocated for this purpose, the ADISU contribution may not exceed €600.00 monthly in relation to the period of stay abroad, up to a maximum of 10 months, it being understood that the total monthly contribution from European Union funds or other bilateral agreement, including non-EU ones, paid by the University of enrolment and ADISU, may not exceed €600.00.

For periods corresponding to a fraction of a month, the amount will be related to the actual days, according to the following formula (number of actual days/30).

Paragraph 3 - Reimbursement of travel and accommodation expenses.

ADISU Puglia provides to the beneficiaries of the call for international mobility referred to in this article, a reimbursement for travel expenses up to a maximum of € 100,00 for European countries and € 500,00 for non-European countries.

Paragraph 4 - Procedures for submitting the application, required documentation

The contributions and refunds referred to in this article must be requested by means of a specific digital application at the time of completing the grant application.

At the end of the mobility period, no later than 28 February 2026, student present by a digital application, must be attached:

- self-certify the credits validated by their university of reference

- receipts of purchase of travel documents and documentation proving the actual use of the same (e.g. boarding passes, endorsed tickets, etc.).

The scholarship integration and reimbursement may be requested limited to the planned period of mobility or the actual one, whichever is shorter. Where, even for reasons of force majeure, the student participates in international mobility projects in D.A.D. without going to the host university, no integration will be paid, or reimbursement will be issued.

Paragraph 5 - Assignment of the contribution and timeframe for payment

1. ADiSU Puglia will assign the international mobility contribution compatibly with the financial resources available and intended for the purpose.
2. If the available resources are not sufficient to guarantee full coverage of the scholarship additions requested, the contributions granted will be re-measured in order to satisfy the widest possible audience of beneficiaries.
3. If the available resources are greater than those necessary to guarantee full coverage of the scholarship additions requested, the deadlines for the submission of applications will be reopened.
4. The payment of the contribution will take place in two equal installments:
 - a. The first installment will be paid within 90 days of the submission of a specific online application, starting from 1 January 2025;
 - b. The second installment will be paid, starting from 01/05/2025, within 90 days of the submission of a specific online application, to be completed at the end of the mobility period, following validation in the study plan of the didactic activities passed during participation in the mobility project;
 - c. In the event of failure to submit the application referred to in point a), the settlement will take place in a single solution in the manner provided for in point b).
5. If the student applies for liquidation before the university of enrollment proceeds with the validation of the exams, his position will be suspended until notification of the validation of the same.

Paragraph 6 – Non-Resident student participating in international mobility projects.

- 1 Students away from their place of residence who have been assigned a place in an ADISU residence or in residences with special agreements may retain this status on condition that the absence for the study experience abroad is communicated to the director of the residence within the deadlines foreseen for the communication of excused absences by the Housing Service Regulations. The student is also required to inform the Director of Residence at least 10 days before the end of the period abroad, of his return to the residence,
- 2 The Non Resident students referred to in Article 8, paragraph 2 may retain the aforementioned status if the period of their stay abroad and the period covered by the rental contract together total at least ten months. In particular, students must present a rental contract stipulated with residential facilities or private accommodation located on the teaching premises of the host foreign university for a period equal to the duration of the stay and monthly invoices or payment receipts issued by the residential facilities or private landlords. In all cases, the documentation produced must include name of the creditor and debtor, reason for the contract, date and signature of the creditor.

Art. 19 - INTEGRATION FOR SIMULTANEOUS ENROLLMENT IN TWO DEGREE COURSES

Paragraph 1 - General Principles

As of the Academic Year 2022/23, simultaneous enrolment of students in two-degree courses, master's degree courses and single-cycle master's degree courses, even those belonging to two different universities, is permitted.

For the purposes of submitting the application for a study grant, students who enrol simultaneously in two courses of study shall identify, between the two enrolments, a primary and a secondary course according to the procedures indicated in paragraph 2 of this article.

Students apply for a scholarship at the Institute for the Right to Study of the Region where the administrative seat of the primary course attended.

Paragraph 2 - Criteria for identifying the primary and secondary course

- a) In the case of enrolment in courses at different levels (e.g. Bachelor's degree and Master's degree), the primary course is identified in the one at a higher level, while the secondary course in the one at a lower level.
- b) In the case of enrolment in courses at the same level, the primary course is identified as the one with the greatest seniority, i.e. the one in which the student has been enrolled for the greatest number of academic years, considering the conventional year of enrolment or first enrolment. The secondary course is identified as the one with the least seniority, i.e. the one in which the student has been enrolled for the least number of academic years, considering the conventional year of enrolment or first enrolment.
- c) In the case of enrolment in courses at the same level and with the same seniority, considering the conventional year of enrolment or first enrolment, the student chooses the primary course and the secondary course when submitting the grant application. This choice is binding for the entire period of simultaneous enrolment in the two courses.

Failure to indicate the primary and secondary courses correctly will result in exclusion from the scholarship allocation rankings.

Paragraph 3 - Allocation of the supplement

For the purposes of the assignment of the scholarship supplement for simultaneous enrolment in two study courses, students must achieve and/or maintain the merit requirements set forth in art. 12 for both the primary and secondary courses.

The supplement is not due in the event of failure to meet or loss of the merit requirements in relation to the primary course.

Art. 20 - DEGREE AWARD

Paragraph 1 – Establishment of the degree award

Compatibly with available resources, students who obtain a bachelor's, master's degree or single-cycle master's degree within the duration established by the respective educational systems benefit from an integration of the scholarship equal to half of that obtained in the last year of the course. The prize referred to in this announcement will be reserved exclusively for 2024/25 scholarship winners who will obtain their qualification no later than the extraordinary session of the same academic year.

Paragraph 2 - Method of submitting the request

Arrangements and timeframes for submitting the settlement request will be set out in a specific notice published on the Agency's portal.

ART. 21 - HOUSING SERVICE

Paragraph 1 - Benefit recipients

Non-Resident students in possession of the income and merit requirements referred to in the articles can compete for the assignment of accommodation. 9 and 12. The Agency provides 1,7221 beds throughout the region, subject to further availability that may arise during the academic year, distributed as follows:

- Bari 1.043
- Foggia 224
- Lecce 415
- Taranto 40

The ranking will also be considered valid for the possible assignment of new beds in other facilities that the Agency may make available during the academic year.

Please note that at the Bari office, pursuant to resolution of the Board of Directors no. 13 of 02/27/2024, a reserve quota of n. 5 places to be allocated to high-level students/athletes expressly indicated by CUS Bari who were found suitable in the final rankings.

Please note that, due to urgent energy efficiency work in the residence halls, students who are assigned to the Territorial Headquarters in Bari may be assigned, during the academic year. to. 2024/25, at the unquestionable choice of ADiSU Puglia, to a different bed place (either within the same residence or in another further residence in the Bari headquarters) from the one of first assignment. Furthermore, during the allocation of beds via ranking, in the event of unavailability of what is foreseen, students may be assigned to additional hotel facilities which cannot be determined at the date of approval of this announcement. The request for a bed space implies the express knowledge and acceptance of this paragraph.

It is also known that, with regard to the beds put in competition at the headquarters of Lecce, the same may be increased in relation to the conclusion of energy efficiency work in progress at the residence De Giorgi.

Paragraph 2 - Accommodation places in agreement

ADiSU Puglia offers additional beds available at the following private facilities:

Bari headquarters - Bari - Campus X - <https://www.cx-place.com/it/cx-bari.html>

Lecce headquarters - Lecce - Residence DE FRANCHIS <https://homacoop.it/index.php/residence-de-franchis/>

Lecce headquarters - Arnesano - VIS ONE - <https://www.vivivis.it/>

Lecce headquarters - Monteroni - CIVILITAS - <https://www.vivivis.it/>

For information on the beds and services provided, students can contact the facilities directly through the communication channels made available by them on the portals above.

Upon submission of the grant application, subject to express acceptance of the regulations and the conditions of provision of the service in force, the student may select his preference for the allocation of bed at the facilities.

In the event of a request for a bed in the structure in agreement, the student will be subject to the provisions of this article and those referred to in art. 8.

Paragraph 3 - Grant and duration of the benefit

The benefit is granted:

- a) for those enrolled in degree courses, single cycle master's degree and master's degree courses, for a period equal to the duration provided for by the respective educational systems plus two semesters, starting from the year of first enrolment in any course of study at university level;
- b) for those enrolled in PhD courses, specialization schools, for a period equal to the duration provided for by the respective educational systems, starting from the year of first enrolment in the course attended.

The accommodation service is, however, granted until the tenth day after the final degree exam.

The ranking will also be considered valid for the possible allocation of new beds in other facilities that the Agency may make available during the academic year.

The allocation of the bed is for an annual period starting from October 1st for students enrolled in the following years of the degree courses, single cycle master's degree and master's degree courses; starting from the publication of the provisional rankings for students enrolled in the first year and other courses, with the suspension of the entire month of August and the period of the Christmas holidays, without prejudice to the possibility, verified by the individual territorial offices of Adisu, of allocation, against payment, even during the aforementioned periods, in the event of exceptional circumstances.

Paragraph 4 - Permanence of the graduating student

A reserve of 3% of the available beds to be allocated to undergraduate students is established, as indicated below:

- Bari: 31
- Foggia: 7
- Lecce: 12
- Taranto: 1

Students who have been assigned an accommodation, eligible or scholarship holders for a.y. 2023/2024, who plan to obtain their degree or master's degree by the extraordinary session, may apply, by 12.00 o'clock of 27 August 2024, for accommodation services at a cost of € 200.00 per month, from October until the tenth day after their final degree exam.

Students who intend to apply for a stay must prove that they have acquired the minimum merit requirement, by 10/08/2024, as indicated below:

- Bachelor's degree (Three-year degree) 142 CREDITS
- Master's Degree 84 CREDITS
- Four-year degree 200 CREDITS
- single cycle Master's Degree in five years 258 CREDITS
- single cycle Master's Degree in six years, 315 CREDITS

This provision does not apply to students enrolled for the academic year 2023/2024 in the first supplementary year.

The above-mentioned application is incompatible with participation in the scholarship competition; in the event of simultaneous participation, the request of stay in the student residence will be cancelled.

If the number of applications exceeds the number of reserved beds, a single ranking will be formulated for each territorial office of Adisu Puglia, in descending order according to the percentage of credits achieved for each type of degree course; in case of parity, the lower ISEE will prevail.

(e.g. Three-year degree: number of cfu achieved by 31 July/180)

Paragraph 5 - Accommodation allocation

Non-Resident students applying for accommodation will be able to express preference for the boarding school they wish to stay in. This indication shall not be binding on the Agency.

Students attending the courses in the complex of Ecotekne will have to choose as their first preference, the place of accommodation at the university residence "Lopez y Royo" in Monteroni di Lecce, then they can express other preferences.

Accommodation places will be allocated primarily to disabled students with a disability of 66% or more, and to their accompanying persons in the rooms specifically reserved for them. If the availability of places in rooms reserved for them does not allow to satisfy all applications, the assignment will be made, in order of priority, to students with walking difficulties, students already resident and finally those with the highest degree of disability.

The remaining seats will be allocated based on the rankings, drawn up with the criteria established by art. 24, and divided according to the number of eligible students applying for beds in the rankings of the A.A. 2024/25:

- 75% of the places are allocated to students enrolled in subsequent years of the first, proportionally, for each year of the course of each individual degree course, to the number of suitable applicants for accommodation, resulting from the provisional rankings;
- 25% of places are allocated to first-year students of any degree programme (1st and 2nd level, in proportion to the number of eligible students requiring beds).

In the alternative, students with disabilities of 66% or more may also apply for a place of bed, which may be classified as commuters under art. 7, suitable results in the final ranking. The assignment will be made, in order of priority, to students with walking difficulties, to students already resident and finally to those with the highest degree of disability.

The places still available, following the assignments specified above, as well as after the assignment to foreign students covered by international mobility programmes, may be assigned to Italian and foreign students who carry out study and/or research activities at Apulian universities. For these types of students will be applied the rates set out in Table B attached to this call, based on the period of actual stay.

Such students can apply from 1st December 2024 through the digital instance on the student portal.

For the academic year 2024/25 all students assigned accommodation are required to pay a non-interest-bearing security deposit equal to € 130,00.

Paragraph 6 - Accommodation acceptance

Beds in the residences referred to in paragraph 1 of this article are assigned with the publication of the DEFINITIVE rankings.

Non-Resident students assigned in the aforementioned rankings will be summoned by means of a special ticket sent on the student portal, which will indicate the facility, the day and the time for taking possession.

Within **5 days** of the publication of the rankings, students assigned a place must proceed

- the payment of the security deposit of € 130.00 by means of PagoPA on the student portal. Students who have already been allocated accommodation in the previous year do not have to repeat the payment;
- submit, in the box dedicated to uploading documents, a medical certificate of good health showing that they meet the requirements of psychophysical fitness for the purposes of living

in the community and the absence of current infectious diseases that prevent them from living with others.

In addition:

- Summoned students enrolled in the first year of a three-year degree course or a single-cycle master's degree course must proceed with the submission of the enrolment confirmation request referred to in art. 26, paragraph 1 of this notice;
- Summoned students enrolled in the first year of a Master of Science degree course must send the enrolment confirmation request referred to in art. 26, paragraph 1 of this notice within thirty days from the date of actual enrolment;
- Summoned students enrolled in the first year outside prescribed years (“fuori Corso”) must also send the application for confirmation of enrolment referred to in art. 26, paragraph 3 of this notice.

Summoned students are obliged to take possession of the place on the established day, under penalty of forfeiture of the benefit and transfer to commuter status.

In the event of an objective and duly documented impediment to attending on the date indicated in the convocation, the beneficiary may, on a one-off basis, request by ticket the setting of a new date for taking possession of the place.

Any places subsequently made available will be assigned according to the order of the final ranking list.

The allocation of a bed does not necessarily imply the awarding of a scholarship.

Paragraph 7 - Students participating in international mobility programmes

Subject to the availability of places, each territorial unit allocates to students participating in international mobility programmes and requesting accommodation in the housing facilities managed by ADiSU Puglia, an accommodation place at the monthly rate shown in table B. The rates to be paid for the last two months of the stay must be paid in a lump sum.

Students must occupy their allocated accommodation by the 15th day of the first month of their stay and inform the Agency in writing, with one month's notice, of any request to extend their stay, if granted by the Erasmus office of the University.

ART. 22 - CANTEEN SERVICE

Eligible students and/or scholarship winners are entitled to use the catering service at the facilities managed by ADiSU Puglia or at the affiliated facilities or through vouchers in the manner indicated

in the "CANTEEN SERVICE REGULATION" and are entitled to a number of meals as listed below:

1. 1)Eligible and winning students are entitled to a daily meal on an annual basis, with the possibility of two meals per day up to a maximum of 310;
2. Eligible and winning Commuter students are entitled to a daily meal on an annual basis, with the possibility of two meals per day up to a limit of 310;
3. Eligible and winner Non-Resident students are entitled to a daily meal on an annual basis, with the possibility of two meals per day up to a maximum of 310 meals
4. Eligible and winners Non -Resident students, in addition to the previous 310 meals, may request an additional 310 meals with a second deduction for canteen service of € 853.00;
5. The above-mentioned students may, in any case without prejudice to the provision of point 3), take advantage of an additional share of meals, as provided for and governed by the Food Service Regulations, if they do not intend to comply with the provisions of point 4 above).

The use of the canteen service will be made by means of a tax code (the modalities will be indicated in the student portal) from 01/10/2024 to 30/09/2025 (from 01/01/2025 to 31/12/2025 for students enrolled in PhD courses, at the Specialization Schools).

ART. 23 - REGIONAL TAX FOR THE RIGHT TO UNIVERSITY STUDY

Paragraph 1 - Students required to pay

The regional tax, pursuant to Article 32 of Regional Law no. 18/2007, must be paid:

- by students who enrol in degree courses, master's degree, single cycle master's degree, specialization schools (with the exception of those in the medical area pursuant to Legislative Decree no. 368 of 04/08/1999), PhDs, started by the University, pursuant to Law no. 210 of 03/07/1998, art. 4;
- by students enrolled in courses with legal value, started before the application of the Ministerial Decree 03/11/1999, n. 509, and by those who enrol in degree courses, master's degree and single cycle master's degree, possessing a University Diploma;
- by students enrolled in degree courses and Specialization schools activated pursuant to Law no. 508/99.

Paragraph 2 - Tax amount

In accordance with Regional Council Resolution no. 975 of 08/07/2024, the amount of the regional tax is redetermined in three bands:

1. The first bracket amounts to € **143.00** for students whose ISEE value for university benefits is less than or equal to € 25,000.00;
2. The second bracket amounts to € **167.00** for students whose ISEE value for university benefits is between € 25,000.00 and € 50,000.00;
3. The third bracket amounts to € **190.00** for students whose ISEE value for university benefits exceeds € 50,000.00.

If the student is enrolled at the same time in two-degree courses, both pertaining to university institutions referred to in art. 1, is required to pay a single regional tax for the right to study for an amount equal to that referred to the band.

In accordance with art. 190 of Royal Decree no. 1592 of 31 August 1933, those who get the qualification for professional practice are also required to pay the regional tax, in the fixed amount of € **140.00**.

Paragraph 3 – Tax refund

Winning students and those eligible for this competition for scholarships, for the academic year 2024/2025, have the right to get from ADISU Puglia the reimbursement of the regional tax paid for the same academic year, as shown in art. 21, paragraph 3, within the following terms:

- students enrolled in the first year: within 90 days of the communication concerning the achievement of the minimum requirements for the first year of the course;
- students enrolled in subsequent years: by 30/04/2025.

Eligible students who are not awarded a scholarship and scholarship holders are entitled to exemption from or reimbursement of university fees for the current academic year, according to the methods and times established by the regulations of the university attended.

Students who renounce their studies or transfer to another university or ADISU Puglia campus by 31/01/2023, may request a refund of the regional tax paid at the time of enrolment, by 30/06/2023, using the online procedure, under penalty of forfeiting the right to a refund.

Paragraph 4 - Regional tax exemption.

Students with disabilities, with a recognized disability pursuant to Article 3, paragraph 1, of Law no. 104 of 5 February 1992, or with a disability equal to or greater than sixty-six per cent, are exempt from paying the regional tax.

Students from non-EU countries belonging to humanitarian corridor programmes are also exempt from paying the regional tax.

TITLE V - RANKINGS

ART. 24 - FUND SHARING AND RANKINGS

Paragraph 1 – Fund sharing

ADISU Puglia, for the academic year 2024/2025 offers a number of scholarships commensurate with the amount of funds allocated for this purpose and resulting from:

- revenue from the regional fee that students pay when they enroll at university;
- transfers from the Puglia Region, pursuant to art. 37 L.R. n. 18/07, to be devoted entirely to the awarding of scholarships and loans of honor for university students;
- share of the State Supplementary Fund assigned to the Apulia Region by the Ministry of University and Research;
- a specific intervention on the Puglia ERDF-ESF+ PR 2021-2027, based on Priority Axis VI "Education and Training" - Action 6.3 "Interventions to ensure universal access to education", through the signing of a special agreement between PP.AA. between Regione Puglia and ADiSU Puglia.
- Savings from waivers and withdrawals related to benefits awarded in previous academic years;
- own resources of ADiSU Puglia available.

Paragraph 2- Criteria for allocation of funds between the benefits put in the competition

Resources will be allocated in the following order of priority:

1. Scholarships, including increments if applicable;
2. Integration of international mobility;
3. Integration for enrolment in second degree course;
4. Degree award.

In the event that available resources are insufficient to guarantee coverage of a higher priority benefit, lower priority benefits will not be awarded.

Paragraph 3 - Criteria for distribution of funds between students enrolled in years after the first and students enrolled in the first year

Of the total amount, 25% will be allocated to students enrolled in the first year of the course, proportionally divided between the first year of the Bachelor and Combined Bachelor and Master of Science degree, Master of Science degree, PhD, School of Specialization on the basis of the number

of eligible students in the same rankings; 75% of the amount will be divided between each year of each individual degree course in proportion to the number of eligible students, resulting from the publication of the final rankings.

A scholarship will in any case be guaranteed to students, enrolled in subsequent years, who come first in the rankings for each year of each individual degree course.

Because of the above, it is possible that there may be eligible students who are not awarded a grant, due to a lack of funds (see Prime Ministerial Decree of 9/4/2001). These students will be assigned the services, if they are entitled to them, but not the cash portion of the grant.

Further scholarships may be awarded during the year from funds that become available later.

Students taking part in the competition will take care to periodically consult the rankings section on the Agency's website www.adisupuglia.it.

All savings resulting from renunciations and revocations will flow into the funds to be allocated to the rankings for the 2025/2026 academic year.

Paragraph 4 - Formulation of rankings for students enrolled in the first year

For students enrolled in the first year, a ranking of eligible students will be drawn up according to level I degree, level II degree, PhD degree, Postgraduate School, ordered in ascending order on the basis of the overall economic condition of the household.

When the ISEE value for university benefits is equal, priority is given on the basis of the school-leaving certificate grade for students enrolled in Level I courses and on the basis of the degree grade for students enrolled in Level II courses.

Subordinate priority is given to the youngest student.

Paragraph 5 - Ranking formulation of students enrolled in years following the first.

Single cycle degree courses and master's degree, master's degree.

The ranking of the candidates will be ordered in descending order, on the basis of merit, for each year of the course of each individual degree course, without prejudice to the requirement of the overall economic condition of the household. With equal merit, the ranking is determined by reference to the economic conditions; in the case of further parity, priority is given to the youngest student.

A single ranking of merit will be drawn up for degree programmes spread over several teaching sites.

PhD

The single ranking will be ordered increasingly on the basis of the overall economic condition of the household. In the event of a tie, priority shall be given to the youngest student.

Graduate schools

The ranking of the eligible persons will be ordered in descending order, on the basis of merit, by course of study and for each course year, without prejudice to the requirement of the overall economic condition of the household. With equal merit, the ranking is determined by reference to the economic conditions; in the case of further parity, priority is given to the youngest student.

Paragraph 6 - Legal value of the ranking lists

The publication of the rankings and the lists of the excluded shall be used as a notification to the interested and to the other parties of the outcome of the request for participation.

ART. 25 - PUBLICATION OF RANKINGS AND APPEALS

Paragraph 1 – Provisional and Definitive Rankings

Interested students should take care to view the rankings as shown below as no other communication will be made.

Provisional rankings will be approved by the competent Territorial Offices of ADISU Puglia and published on the website www.adisupuglia.it, under the link “Graduatorie”, within the dates indicated in the tables below.

The data indicated in the provisional rankings may be subject to an ex officio correction to be validated with the approval of the final rankings.

Students may lodge an appeal against the above-mentioned rankings and/or request for correction of the data declared in the self-certification in the online application, starting from the date of the above mentioned publication, addressing them to the General Director of ADISU Puglia through a digital application.

ADISU Puglia, once examined the appeals, with a provision of the General Director, will proceed to the approval and publication of the definitive rankings on the website www.adisupuglia.it, under the link “Graduatorie”, within the dates specified in the tables below.

If the administrative appeal is rejected, students may appeal to the Regional Administrative Tribunal for Apulia (T.A.R. - “*Tribunale Amministrativo Regionale*”), within 60 days from the date of publication of the definitive rankings.

These rankings will also serve as notification of the outcome of the above-mentioned appeals to the students concerned and other interested parties.

Paragraph 2 - Ranking terms

Student type	Provisional ranking list	Opening of proceedings	Time limit for proceedings	Definitive ranking
Enrolled in subsequent years	10/09/2024	11/09/2024	20/09/2024	30/09/2024
Freshmen	10/09/2024	11/09/2024	20/09/2024	30/09/2024
Enrolled in Specialization Schools and PhDs	22/11/2024	23/11/2024	04/12/2022	14/12/2022

For all subsequent amendments to the rankings, the General Manager delegates the Managers of the territorial offices of the competent offices.

Paragraph 3 - Ranking of benefits

After the publication of the final rankings, with subsequent measures, each territorial office manager, on the delegation of the Director General, will approve rankings for the allocation of the benefits by which the scholarships will be assigned until the available resources are exhausted, according to the provisions of art. 24.

Scholarship winners will be indicated in the rankings as beneficiaries. They will receive the scholarship in the manner set out in art. 26 and will be eligible for the catering and accommodation service in the manner set out in articles 21 and 22.

Students eligible for scholarships who do not receive the benefit due to the exhaustion of available funds will be indicated in the rankings as eligible. They will in any case be eligible for free use of the catering and accommodation service in accordance with the procedures set out in articles 21 and 22. With reference to the accommodation service, it is in any case specified that any eligible student who is not awarded a scholarship will not be entitled to any compensation.

Paragraph 4 - Updating rankings

Periodically, ADiSU Puglia will publish updated rankings that will consider the career events communicated by the students, the results of the assessments carried out by the Agency. These

rankings, approved by the managers of the competent local offices under the delegation of the General Manager, will have the same value and will produce the same effects as the final ranking lists.

ART. 26 - HOW BENEFITS ARE GRANTED

Scholarships, subject to the actual availability of financial resources, will be paid after the approval of the final ranking as follows:

Paragraph 1 - Students enrolled in the first year

Bachelor's and Master's Degree Programmes

For students who have won a scholarship enrolled in the three-year, one-cycle master's degree programmes, the amount in cash will be paid out in three ways:

- I. the first instalment of the grant, equal to 20% of the total, net of supplements, shall be paid by 10/11/2024;
- II. the second instalment of the grant, equal to a further 30% of the total, net of supplements, shall be paid by 31/12/2024;
- III. the third instalment of the grant, equal to the remaining 50% of the total, net of supplements, is paid upon reaching the merit requirement for students enrolled in the first year of the course, provided that achieved by 10/08/2025.

For students who have won a scholarship enrolled in Master's degree programmes, the amount will be paid in two ways:

- I. the first instalment of the grant, equal to 50% of the total, is paid by 31/12/2024;
- II. the second instalment of the scholarship, equal to the remaining 50% of the total, is paid upon the achievement of the merit requirement for students enrolled in the first year of the course, provided it is achieved by 10/08/2025.

With reference to the first and second instalments for students enrolled in the first year of the three-year and one-cycle master's degree programmes and the first instalment for students enrolled in the first year of the master's degree, the payment is subject to the submission of the digital request "Confirmation of registration matriculation" through the student portal within the terms indicated below.

Installment	Deadline for notification of confirmation of registration
I installment Matricole lauree e lauree magistrali a ciclo unico entro il 10/11/2024	15/10/2024
II installment Matriculation and single cycle master's degrees by 31/12/2024	30/11/2024
I installment Freshmen master's degrees	30/11/2024

The communication concerning the achievement of the above-mentioned merit requirement must be made by 28/02/2026, otherwise the benefit will be lost, with a digital request from the portal studendi.adisupuglia.it. In addition, credits from university awards for language and/or IT activities must be documented with appropriate certification. A copy of the certification must be attached in the section dedicated to the loading of documents.

Students enrolled in the first year of the master's degree cannot use any credits validated by the bachelor's degree to obtain the award of the scholarship.

To scholarship holders and eligible non grant recipients, who will not receive the merit referred to in point II or who will not communicate it by the end of 28/02/2026, the eligibility will be revoked and the refund of the amounts of money received and the consideration of the services used will be requested. The same students will not be entitled to a refund of the regional tax.

Schools of Specialization and PhD

Students who have won the scholarship will be paid out in one lump sum by 30/06/2025.

Paragraph 2 - Students enrolled in subsequent years.

Three-year degree courses, single cycle and Master's degree courses

Students who win the scholarship will be paid in two instalments:

- the first instalment equal to 50% of the total by 31/12/2024;
- a further 50% by 30/06/2023.

Any further grants awarded subsequently, following the scrolling list, will be settled in two instalments as shown below:

- the first instalment equal to 50% of the total within 45 days of the grant award;
- a further 50% by 30/06/2025.

Specialization Schools, PhD

Students who win the scholarship will be paid a lump sum by June 30, 2023.

Paragraph 3 - Students applying for scholarship for the further semester

For students who have won a scholarship for the further semester, the amount of money will be settled in a single solution by 30/06/2025, after verification of enrolment for the A.A. 2024/25.

Students who will communicate, through a special digital request on the student portal, the registration for the A.A. 2024/25 and who will simultaneously declare not to obtain the degree by the extraordinary session of the A.A. 2023/24, will receive the scholarship in two solutions:

- the first instalment by 28/02/2025;
- the second instalment by 30/06/2025.

The digital request aimed at receiving in two instalments of the scholarship for the further semester will be active from 01/01/2025 to 31/01/2025.

Paragraph 4 – Scholarship integrations

Scholarship supplements relating to the balance of the international mobility contribution, the enrolment in the second course of study and the degree prize will be paid following the submission of a special application for liquidation, subject to verification that the relevant requirements have been met, subject to available resources, within 90 days of the submission of the relevant applications, subject to any interruption of the proceedings.

Paragraph 5- Provisions for the scholarship award.

The payment of the scholarship will be arranged exclusively by crediting to a current account registered or co-tested with the student or by other electronic means of payment chosen by students (postal books, prepaid cards are excluded), therefore, **scholarship winning students are obliged to communicate their IBAN code when applying for a scholarship.**

In all cases where a deadline is not expressly provided for in this notice, payments will be made by the competent offices of the Agency within 90 days of the processing of the relevant requests.

If the student does not provide the communication of a valid IBAN code on which to proceed with the payment of the amounts issued in his favor by 28/02/2026, he will lose all rights to the assigned benefits.

Paragraph 6 - Suspension of payments.

Students who must regularize their position, as well as pending the conclusion of any assessment procedures in progress, are suspended from paying the grant and other cash benefits until they produce the required documentation.

ADISU Puglia suspends the payment of scholarships, other cash benefits and refunds to students:

- who have presented an ISEE certificate valid for benefits for the right to study with annotations by the Inland Revenue (“Agenzia delle Entrate”) regarding omissions and/or discrepancies;
- who have not communicated their IBAN code, in accordance with the previous paragraph, or have provided an IBAN code that differs from the indications given in this notice;
- who are subject to checks on the truthfulness of the data and information provided through self-certification and, in particular, on income and merit requirements;
- who have been asked to supplement the information and/or documentation submitted.

Suspension shall remain in force until one’s position is adjusted. Any payments suspended shall be made within 90 days of the date of regularization.

TITLE VI - FINAL PROVISIONS

ART. 27 - CHECKS

ADISU Puglia is required to carry out appropriate checks on the truthfulness of the declarations in lieu of certification in accordance with Presidential Decree no. 445/2000 attesting to the economic and merit conditions made by the students concerned, as well as the actual possession of the general requirements necessary for access to benefits.

When carrying out checks, the Agency may request appropriate documentation to demonstrate the completeness and truthfulness of the data declared, also for the purpose of correcting minor errors.

The assessment of merit/enrolment data will involve all students eligible for the benefit through the databases of Universities, Institutes of Higher Artistic and Musical Education.

ADISU Puglia, with reference to the " Regulation of procedures for checking declarations in lieu of general, merit and financial requirements submitted by university students " (*“Regolamento delle procedure di controllo delle dichiarazioni sostitutive dei requisiti generali, di merito ed economici presentate dagli studenti universitari”*) approved by the Governing Board at the meeting of 21/06/2022, resolution no. 42, will carry out an in-depth check on the components declared in the Single Substitutive Declaration (DSU) and on the ISEE certifications with discrepancies and/or omissions directly detected by INPS and/or Inland Revenue (“Agenzia delle Entrate”).

Should the operations carried out to ascertain the truthfulness of the replacement declarations reveal discrepancies or omissions affecting the benefit, the Agency will act:

- to send the person concerned formal notice of the initiation of the investigation procedure, pointing out the omissions or irregularities found;
- to assess any counterclaims referred to above and, if they are not considered suitable to resolve the discrepancy, the Agency will proceed with an administrative measure to revoke the benefits.

In accordance with the provisions of the aforementioned Regulation, the final revocation shall entail the return of the grant and of the service fee unduly received.

The benefits and services provided by the present call, obtained based on declarations which, following checks carried out by the Agency, are found to be untrue, will be revoked and recovered, as well as sanctioned as provided for in the aforementioned Regulations. The student will lose the right to obtain any benefit from ADISU Puglia for the entire duration of his university career.

ADISU Puglia is obliged to report the facts to the Judicial Authority (ex art. 76 of DPR n. 445/2000) competent to verify the possible existence of crimes.

It should be noted that to ensure compliance with the terms provided by the notice, pursuant to art. 2947 of the Civil Code, the Agency may carry out checks on the truthfulness of the students' self-certifications over a period equal to five years from the actual receipt of benefits and, in the event of a detected infringement, proceed to revoke the benefits.

ART. 28 - INFORMATION OBLIGATIONS

Students who, during the academic year:

- a) become aware of the cancellation of exams
- b) validation at times other than those declared;
- c) renounce their studies;
- d) graduate
- e) change of course within the same University with or without recognition of exams / credits;
- f) obtain a scholarship from another body, public or private;
- g) change or lose their domicile against payment;
- h) any other variation regarding the data declared in the application form

The communication must be made in writing promptly and in any case within one month of the event. If the application is received after the approval of the final rankings, the student will be placed back in the rankings in the last place of the year of the new degree course. Furthermore, for students

enrolled in years subsequent to the first, the effective validation of the credits necessary to maintain the minimum merit requirement for obtaining eligibility will be verified.

If a change leads to the loss of the benefit, the student is required to return the amount received, money, and the amounts corresponding to the services used in the academic year of reference.

ART. 29 - PROCESSING OF PERSONAL DATA

For the purposes of this call for applications, ADiSU Puglia collects personal data and special data, which will be processed in compliance with current legislation on the protection of personal data and with EU Regulation 2016/679 - General Data Protection Regulation (hereinafter GDPR) and, insofar as compatible, with Legislative Decree 196/2003 as amended.

The full information notice is available on the Agency's institutional portal at <https://w3.adisupuglia.it/privacy/>.

ART. 30 - REFERRAL

For all matters not covered by the above provisions, the current national and regional regulations on the right to university studies will apply.

ANNEX A – TABLE OF APULIAN MUNICIPALITIES

University location attended: BARI		
Municipalities of “Resident” students	Municipalities of “Commuter” Students	Municipalities of “Non Resident” students
Bari (comprese le località di Carbonara, Palese, Santo Spirito, Ceglie, Loseto, Torre a Mare)	Acquaviva delle Fonti; Adelfia; Barletta; Binetto; Bisceglie; Bitetto; Bitonto; Bitritto; Capurso; Casamassima; Cassano delle Murge; Cellamare; Gioia del Colle; Giovinazzo; Grumo Appula; Modugno; Mola di Bari; Molfetta; Monopoli; Noicattaro; Palo del Colle; Polignano a Mare; Rutigliano; Ruvo di Puglia; Sammichele di Bari; Sannicandro di Bari; Terlizzi; Toritto; Trani; Turi; Triggiano; Valenzano.	Gli studenti residenti nei restanti Comuni italiani sono considerati fuori sede.

University location attended: BRINDISI		
Municipalities of “Resident” students	Municipalities of “Commuter” Students	Municipalities of “Non Resident” students
Brindisi	Arnesano, Campi Salentina, Carovigno, Cellino San Marco, Cisternino, Erchie, Fasano, Francavilla Fontana, Ostuni, Oria, San Michele Salentino, Guagnano, Latiano, Lecce, Grottaglie, Novoli, Salice Salentino, San Cesario di Lecce, Sandonaci, Squinzano, San Pancrazio Salentino, San Vito dei Normanni, Squinzano, Surbo, Torchiarolo, Torre Santa Susanna, Trepuzzi, Veglie, Mesagne, San Pietro Vernotico	Gli studenti residenti nei restanti Comuni italiani sono considerati fuori sede.

University location attended: FOGGIA		
Municipalities of “Resident” students	Municipalities of “Commuter” Students	Municipalities of “Non Resident” students
Foggia	Apricena; Ascoli Satriano; Barletta; Biccari; Candela; Carapelle; Castelluccio Dei Sauri; Lucera; Manfredonia; Ordona; Orta Nova; Pietramontecorvino; San Severo; Stornara; Stornarella; Torremaggiore; Troia; Zapponeta; Cerignola	Gli studenti residenti nei restanti Comuni italiani sono considerati fuori sede.

University location attended: LECCE – POLO URBANO		
Municipalities of “Resident” students	Municipalities of “Commuter” Students	Municipalities of “Non Resident” students
Lecce	Alezio, Aradeo, Arnesano, Bagnolo del Salento, Botrugno, Brindisi, Calimera, Campi Salentina, Cannole, Caprarica di Lecce, Carmiano, Carovigno, Carpignano Salentino, Castrì di Lecce, Castrignano de' Greci, Cavallino, Cellino San Marco, Collepasso, Copertino, Corigliano d'Otranto, Cursi, Cutrofiano, Francavilla Fontana, Galatina, Galatone, Guagnano, Latiano, Lequile, Leverano, Lizzanello, Maglie, Martano, Martignano, Melendugno, Melpignano, Mesagne, Monteroni di Lecce, Muro Leccese, Nardò, Neviano, Novoli, Ostuni, Poggiardo, Salice Salentino, San Cesario di Lecce, San Donato di Lecce, San Pancrazio Salentino, San Pietro in Lama, San Pietro Vernotico, Sanarica, Sandonaci, Sannicola, Scorrano, Seclì, Sogliano Cavour, Soleto, Squinzano, Sternatia, Surbo, Torchiarolo, Trepuzzi, Veglie, Vernole, Zollino	Gli studenti residenti nei restanti Comuni italiani sono considerati fuori sede.

University location attended: LECCE – POLO ECOTEKNE		
Municipalities of “Resident” students	Municipalities of “Commuter” Students	Municipalities of “Non Resident” students
Lecce, Arnesano, Monteroni.	Alezio, Carmiano, Aradeo, Bagnolo del Salento, Botrugno, Brindisi, Calimera, Campi Salentina, Cannole, Caprarica di Lecce, Carovigno, Carpignano Salentino, Castrì di Lecce, Castrignano de' Greci, Cavallino, Cellino San Marco, Collepasso, Copertino, Corigliano d'Otranto, Cursi, Cutrofiano, Francavilla Fontana, Galatina, Galatone, Guagnano, Latiano, Lequile, Leverano, Lizzanello, Maglie, Martano, Martignano, Melendugno, Melpignano, Mesagne, Muro Leccese, Nardò, Neviano, Novoli, Ostuni, Poggiardo, Salice Salentino, San Cesario di Lecce, San Donato di Lecce, San Pancrazio Salentino, San Pietro in Lama, San Pietro Vernotico, Sanarica, Sandonaci, Sannicola, Scorrano, Seclì, Sogliano Cavour, Soleto, Squinzano, Sternatia, Surbo, Torchiarolo, Trepuzzi, Veglie, Vernole, Zollino	Gli studenti residenti nei restanti Comuni italiani sono considerati fuori sede.

University location attended: TARANTO		
Municipalities of “Resident” students	Municipalities of “Commuter” Students	Municipalities of “Non Resident” students
Taranto (comprese le località di Lama, San Vito, Talsano),	Carosino; Castellaneta; Crispiano; Faggiano; Fragagnano; Grottaglie; Leporano; Lizzano; Martina Franca; Massafra; Monteiasi; Montemesola; Monteparano; Mottola; Oria, Palagianello; Palagiano; Pulsano; Roccaforzata; San Giorgio Ionico; San Marzano Di San Giuseppe; Sava; Statte, Torricella.	Gli studenti residenti nei restanti Comuni italiani sono considerati fuori sede

Annex B – Monthly rates for accommodation

1	€ 216,00	<ul style="list-style-type: none"> – Differently abled students with disability equal to or greater than 66%, with ISEE value lower than the income threshold of € 38,000.00 and ISPE lower than € 55,000.00; – Students who have not applied for, or have been excluded from the scholarship, with an ISEE and ISPE value below or equal to the thresholds for the scholarship (ISEE 25,000.00 - ISPE 55,000.00).
2	€ 250,00	<ul style="list-style-type: none"> – Students with disabilities equal to or greater than 66%, with ISEE value between € 38,000.01 and € 56,000.00 and ISPE between € 55,000.01 and € 90,000.00; – International mobility programmes, e.g. erasmus+, Italian erasmus.
3	€ 300,00	<ul style="list-style-type: none"> – Students with disabilities equal to or greater than 66%, with ISEE value greater than € 56.000,00 and ISPE greater than € 90.000,00; – Students who have not applied for or have been excluded from the scholarship, with an ISEE or ISPE value higher than the thresholds for the scholarship (ISEE 25.000,00- ISPE 55.000,00); – PhD students without a Ministry Scholarship and Specializing Students without a scholarship (except those of the medical area referred to in Legislative Decree No. 368/1999) with an ISEE or ISPE value lower or equal to the threshold for the scholarship (ISEE 25.000,00- ISPE 55.000,00); – Doctoral students without a Ministry Scholarship and Specializations (with the exception of those in the medical area referred to in D. lgs n. 368/1999) with an ISEE or ISPE

		value higher than the threshold for the scholarship (ISEE 25.000,00- ISPE 55.000,00).
4	€ 350,00	PhD students with Ministry Scholarship or other Scholarship.