



Università
Ca'Foscari
Venezia

CALL FOR THE ASSIGNMENT OF "COVID-19 EMERGENCY SUPPORT MEASURES" FOR THE ACADEMIC YEAR 2020/2021

Ref. Rector's
Decree no 858
Reg. no 52877

Ref. Rector's
Decree no 984
Reg. no 62166

Art. 1 - Introduction

1. The Ca' Foscari University of Venice announces a competitive call for the awarding of incentives for connectivity, housing and mobility for the academic year 2020/2021, in addition to the usual financial aid for the right to education, with the purpose of offering greater support to students and their families in recognition of the critical issues related to the ongoing Covid-19 pandemic emergency.
2. The support measures shall be awarded through competitive selection, according to the procedures established in this call, to students enrolled on:
 - a) Bachelor's Degree programmes, from the year of first enrolment to the first year beyond the standard duration of the course;
 - b) Master's Degree programmes, from the year of first enrolment to the first year beyond the standard duration of the course.
3. The support measures are divided into incentives for:
 - a) **connectivity**: incentive of up to €100 for the purchase of a new personal computer, laptop, tablet, smartphone or for data subscription on a fixed or mobile network;
 - b) **mobility**: incentive for the expenses of travel passes for city or intercity transport, for a total of 50% of the cost, and up to a maximum of €250;
 - c) **housing**: incentive for the costs of renting of up to €600.

The incentives for mobility and housing are alternative measures.
4. To request mobility and (alternatively) housing incentives, in addition to the requirements described in the Article 2 below, you must not fall into one of the categories that already qualifies you for full exemption from the payment of university fees (e.g. students with ISEE under €22,000 and eligible for "Student act" financial support, students with at least 66% disability, students covered by Law 104/1992, students enrolled at the Ca' Foscari International College, Fee Waiver students, etc.).
5. All support measures may be combined with other financial support already foreseen by the administrative provisions of the University for the academic year 2020/2021 (reduction for merit only, family incentives, reduction for students with between 50% and 65% disability).
6. Students interested in the incentives described are asked to check that they meet the requirements before applying.

Art. 2 - Participation requirements

1. To apply for the incentives referred to in the article above, you must:
 - a) be properly enrolled, as at 17 December 2020, having already paid the first instalment and the second instalment (if due) of university fees, on a Bachelor's or Master's Degree programme for the academic year 2020/2021, no further than the first year beyond the standard duration of the course.

Students who are not enrolled beyond the standard duration of their course for the academic year 2019/2020, and who intend to graduate in the autumn or extraordinary session of the same academic year, do not have to enrol in the new year 2020/2021, provided that they have already submitted their graduation application by 17 December 2020 and that this has already been confirmed by their thesis supervisor.

- b) have an active academic career when the benefit is awarded;
- c) have an **ISEE 2020 certificate valid for financial aid for the right to university education in your name** (this certificate must have no omissions/discrepancies) or a **Current ISEE 2020** or **Equivalent ISEE, of value not exceeding €60,000**;
- d) not have, if you are enrolled on a Bachelor's Degree programme, another degree, under either the old (including prior to Min. Decree 509/1999) or new system obtained in Italy or abroad, a diploma issued by a Conservatory/Academy of Fine Arts or a first level (three-year) academic diploma issued pursuant to Law 508/1999;
- e) not have, if you are enrolled on a Master's Degree programme, another degree prior to Min. Decree 509/1999, specialisation degree, Master's Decree, obtained in Italy or abroad, a diploma issued by a Conservatory/Academy of Fine Arts or a first level (three-year) academic diploma issued pursuant to Law 508/1999;
- f) not be enrolled in a Bachelor's Degree programme under the old system prior to Ministerial Decree 509/1999;
- g) not be eligible/winner of a scholarship for the right to education, beneficiary of an off-site student incentive, winner of the €5,000.00 scholarship, winner of another university scholarship or grant (with the exception of mobility grants);
- h) have obtained a high school grade of at least 90/100 if enrolled in the first year of a Bachelor's Degree programme, or a degree mark of at least 102/110 if enrolled in the first year of a Master's Degree programme. If you are enrolled in the second year onwards, you must meet the minimum requirements given below by **30 September 2020** (credits actually registered in the booklet):

Degree programme

Year	Credits for full-time students	Credits for part-time students
1	high school grade of at least 90/100	high school grade of at least 90/100
2	42	18
3	84	42
4	126	60
5	no incentive possible	84
6	no incentive possible	102

Master's degree programme

Year	Credits for full-time students	Credits for part-time students
1	degree mark of at least 102/110	degree mark of at least 102/110
2	42	18
3	78	42
4	no incentive possible	60

The "Year" is considered the number of years of enrolment starting from the first year of enrolment for the first time at any University, as in the case of transfer from another University or internal course transfer.

For the purpose of calculating the merit for obtaining the financial support, any years of suspended study are not counted, except in the case in which the suspension was imposed by disciplinary measures. Furthermore, credits cannot be considered if deriving from:

- exams/internships acknowledged in previous academic careers concluded with the award of the qualification or following withdrawal/forfeiture or other activities, including those undertaken before enrolment, for which an exemption has been granted in your academic career;
- exams taken as single courses prior to enrolment on the programme;
- exams that have not been completed (partial exams shall not be considered).

After six years (for Bachelor's Degree programmes) or four years (for Master's Degree programmes) of part-time enrolment, students acquire full-time status with the consequent rules for determining merit.

For students enrolled in a course attended with "part time" status and who in the course of their university career have become "full time", for the purpose of determining the number of years and the consequent merit requirement referred to in the paragraphs above, two academic years attended with "part-time" status are counted as one "full-time" year; a single academic year attended with "part-time" status shall however be considered as on "full-time" year. For students enrolled in the course attended with "full time" status and who, during their university career, have opted for "part-time" status, for the purpose of determining the number of years and the consequent merit requirement referred to in paragraph 5 below, each academic year attended with full-time status is counted as two "part-time" years.

Art. 3 - Application

1. To apply for the competitive call, you must do the following **no later than 12:30 pm on Thursday 17 December 2020**:

- a) **complete the online form** available on the University web page <http://www.unive.it/dirittoallostudio> > *Covid-19 emergency support measures* which must be submitted electronically to the Financial Aid Unit by clicking on "send form", with the following documents attached:

- for the *connectivity* incentive: an invoice/receipt in your name, or alternatively in the name of a member of your household indicated in the ISEE, for the purchase of a personal computer, laptop, tablet and smartphone or for a supply contract for a fixed ADSL network/mobile network even with top-up. For top-up mobile networks, you can attach a phone traffic statement, available from the portal of the relative network service provider;
- for the *mobility* incentive: a travel pass in your name and a copy of the monthly payment;
- for the incentive for *housing*: copy of the lease contract for consideration in your name or held jointly with a duration of at least 6 months valid for the academic year 2020/2021, accompanied by registration with the Revenue Agency, or certificate of accommodation in a public residence (e.g. residences managed by the ESU). The contract, which can be provided regardless of the student's status (on-site, commuter, off-site), must relate to accommodation in the administrative municipality of the course of study attended (e.g. Venice if the course site is Venice, Treviso if the course site is Treviso, etc.). Lease contracts abroad cannot be taken into consideration, not even when it is in the foreign city where you are studying as a mobility student.

Expenses must have been incurred from 1 August 2020. All the supporting documents of proof of expenditure relating to the requested measures must be grouped in a single file in .pdf format no larger than 10 MB, to be attached to the online form.

- b) **obtain from INPS an ISEE 2020 certificate valid for financial aid for the right to university education in your name** (this certificate must have no omissions/discrepancies) or a **Current ISEE 2020** or, for foreign income, an **Equivalent ISEE** from the tax support office affiliated with the University;
- c) **send the online Application for Financial Aid 2020/2021** from your personal area of the University website;

d) **meet all the requirements indicated in Article 2.**

2. **The following shall not be accepted:**

- applications completed incorrectly or submitted without the necessary supporting documents;
- applications received after 12:30 pm on 17 December 2020;
- additional documents for applications already submitted.

Art. 4 – Ranking formation and publication

1. At the end of the submission of applications, having verified the requirements described above and the documents attached by the candidates, the Financial Aid Unit shall formulate **two rankings for each of the measures**:
 - one for students enrolled in the first year of Bachelor's and Master's Degree programmes;
 - one for students enrolled in the second year onwards of Bachelor's and Master's Degree programmes.
2. Students eligible for the incentive shall be positioned in the ranking according to ascending value of ISEE valid for the right to education or Current ISEE or Equivalent ISEE (lower ISEEs shall therefore be higher in the ranking) and in case of equal merit, the younger student shall be given precedence.

The rankings for the incentives for connectivity, mobility and housing shall be published on the University web page <http://www.unive.it/dirittoallostudio>> *Covid-19 emergency support measures* by 19 March 2021.

Art.5 - Awarding of the financial support

1. The financial support shall be awarded according to the ranking order as far as available resources allow and shall consist of:
 - a *reduction in university fees* for the academic year 2020/2021, which shall be added to any reductions granted under the administrative provisions in force for the same year (e.g. reduction based on ISEE, merit, etc.), in the event that the student has not yet paid the total due;
 - a *refund of university fees for the academic year 2020/2021*, the amount of which shall be indicated in the ranking, in the event that the student has already paid the total due. The refund shall be completed by 9 April 2021;
 - in the event that the amount of the financial support is greater than the total fees due for the entire academic year, one part shall be paid in the form of reimbursement of university fees by 9 April 2021 and the other part shall be paid later on a date to be decided. . It should be noted that the amount established in this call is configured, in accordance with current legislation, as assimilated employment income, for which the University shall issue a *Certificazione Unica* for the purposes of tax returns or ISEE (equivalent financial index).
2. The support shall be paid by means of adding credit to the University CartaConto, which must be activated in advance.
3. The financial support, which cannot in any case be greater than the receipts for expenses attached when submitting the application, shall consist of:
 - for the incentive for connectivity, up to a maximum of €100;
 - for the incentive for mobility, up to a maximum of €250; the amount shall be calculated on the basis of 50% of the cost of the travel pass held;
 - for the incentive for housing, up to a maximum of €600.
4. The University shall perform spot checks of the truthfulness of the self-certifications submitted within one year of the date of the provision to award the financial aid, as required by current legislation. Presenting false statements is both a criminal offence and leads to the application of administrative sanctions.

The person concerned must keep the original documents sent as attachments to the online application form, until 19 March 2022. In the case of checks, the person concerned must present the original documents to the Financial Aid Unit of the University to prove the completeness and truthfulness of the information declared.

Failure to present the original documents or discrepancies between the original documents and those attached to the online form shall result in the forfeiture of the financial aid awarded, which must be repaid; the amounts must be repaid according to the methods and times indicated by the Financial Aid Unit of the University.

Art. 6 – Obligations of successful applicants

1. Successful applicants must accept all the provisions of this call.
2. Successful applicants must undertake not to withdraw from university before the financial support is paid, under penalty of non-payment.

Art. 7 – Head of the procedure

1. The person in charge of the procedure, pursuant to and in accordance with Law no. 241/1990, is Dr Micaela Scarpa.
2. This call is also translated into English for informational purposes only. For the application and resolution of any dispute and for all legal effects, the Italian version only shall apply.

Art. 8 - Information references

For information on this call, contact the Financial Aid Unit of the Educational Programmes and Student Services Area, Office of Student Services Office via:

- tel. +39 041 234 7575 ("Student Services" call centre)
- reports to the web address <http://https://www.unive.it/pag/36768>
- appointments by telephone or in person, to be booked online at the web address <http://www.unive.it/pag/10590>, during the following opening hours:
Tuesday: 9.30 am - 12.30 pm; Wednesday: 9.30 am - 12.30 pm and 2.30 - 4.30 pm; Friday: 9.30 am - 12.30 pm.

Venice, 30/09/2020

signed by the Rector
Michele Bugliesi

Privacy Statement

Pursuant to Article 13 of EU Regulation 2016/679 containing "General Regulations on the Protection of Personal Data - GDPR", applicants to this selection are informed that the processing of personal data provided by them or in any case acquired for this purpose by the university is intended solely for the completion of the selection and shall take place at the Ca' Foscari University of Venice by authorized personnel, including with the use of computerized processes, in the ways and within the limits necessary to pursue the aforementioned purposes. Data shall be retained in compliance with the rules on the retention of administrative documentation.

The Data Controller is the Ca' Foscari University of Venice, based in Dorsoduro, 3246 - 30123 - Venice Certified E-mail protocollo@pec.unive.it.

The provision of such data is necessary to evaluate the participation requirements and the possession of the qualifications and failure to provide them may prevent this evaluation, with the consequent exclusion from the procedure.

The rankings shall be published according to the legislation in force; no disclosure to third parties is foreseen, unless to comply with possible requests from judicial and control bodies and to carry out activities related to the provision of benefits.

Data subjects have the right to obtain from the university, in the foreseen cases, access to personal data and the rectification or erasure of said data or the restriction of processing, or the right to oppose the processing (Articles 15 et seq. of the Regulation). The request to the University is presented by contacting the Data Protection Officer at the Ca'

Foscari University of Venice - Data Protection Officer, Dorsoduro, 3246 - 30123 - Venice Certified e-mail *protocollo@pec.unive.it*, e-mail: *dpo@unive.it*).

Data subjects who believe that the processing of personal data referring to them occurs in violation of the provisions of the Regulation have the right to lodge a complaint with the Italian Data Protection Authority, as foreseen by Article 77 of the Regulation, or to take legal action (Article 79 of the Regulation).