

## **Documents to produce for the CAF to calculate the ISEEU EQUIVALENT (ISEEU PARIFICATO).**

### **Estimate the economic condition of foreigner students or Italian students resident abroad.**

#### **A.A. 2019/2020**

##### **Student Data:**

- Passport or Residence Permit (Permesso di Soggiorno)
- Codice fiscale (Tax Code) issued from the Italian tax office Agenzia delle Entrate
- Student number (matricola) for all the students enrolled after the second year of university .  
For the freshmen students in the year 2019/2020 not in possess of a student number at least a paper of pre-inscription to the first year of university
- For the foreign national students RESIDING in Italy, DSU and ISEE
- If received, the scholarship for the 2017

##### **Family members:**

- the family status declaration (a statement of all the family members living in the same house).  
A document with a list of all the family members of the students at the present moment with all the details: name, surname, date of birth and family relationship with the student.

##### **The income of all the family members (2017)**

- Income tax return for the year 2017 of each family member who has an income
- Work or occupation and income owned by every family member refers to the year 2017
- Income by a social security, pension or welfare
- In case of divorce, the total amount income for children maintenance

##### **Movable and immovable properties owned abroad for every family member (31/12/2018)**

- Properties owned in buildings. The value is determined in order of IVIE comma 3 art. 5 of DPCM n. 159. The value is calculated from the purchasing cost as written on the property agreement or from the value on the land register. If the estate is new built, the value is determined by the amount of the construction costs with all the documents to prove them. If all the values are missing or don't have the papers to prove it, we assume the value on the real estate market regarding the place where the building is located as at 31/12/2018. In case there are no properties at all there must be a paper to record it.
- If the family members resides in a rented house you can deduct the value of the yearly rent included in the lease contract.
- Property assets, personal properties made by all the details in the art. 5 comma 4 del DPCM m. 159/2013 hold in foreign nations and IN ITALY (bank account and postal...) balance at 31/12/2018 and average stock for the full year 2018.
- Credit card or debit card: bank account balance at 31/12/2018.

## **ALL THE PAPERS SUBMITTED AT CAF FOR THE ISEE RELEASE MUST BE:**

- Released by the competent authority of the nation where the income were earned
- Translate in Italian and legalized according to the standards shown below

### ***Legalize the papers and documents***

In every different Nation there is a different legalization procedure. The regulations can be divided in 4 big areas:

**A- Nations with no need of legalization procedure**

**B- Nations with no need of Consulate or Embassy stamp but must have an Apostille stamp:**

the papers released from local authority of one of these Countries according to the 1961 Aja Convention, no need to be legalized at the Italian Embassy but must have the Apostille stamp as expected by art. 6 Aja Convention

**C- Students coming from particular indigent Countries.** For the foreigner students coming from particular indigent Countries (as specified on the ordinance of the 03/05/2018 from the Ministry of Education, the university and the research) the valuation have to be based on a certification made by the Italian representation in the foreign nation, that certify that the student's family is not a well known high income or high social level family . This certification can be released by the foreign university that have a treaty with Italian university or by Italian organization entitled to the warranty provision for economic coverage according to the dispositions about new enrolling of foreign students in Italian university.

**D- All the other countries not in the group A-B-C :** Must certificate the papers released in the originating Country through the Embassy or Italian Consulate in the foreign nation.

### ***Political refugees***

For the students that is acknowledged as a political refugee no need for any paper from the originating Country. The student should have the ISEE regarding the family members in Italy. He must attach to the form a copy of the certificate about his acknowledged political refugee condition.