

## DOCUMENTS REQUIRED FOR ISEE PARIFICATO – ACADEMIC YEAR 2023/2024

### 1) Student's information

- > identity document (Identity Card or Passport)
- > fiscal code issued by the Tax Office
- > any disability certificate of the student showing a disability over 66% (medium, severe, not self-sufficient)
- > luav University of Venice registration number (if already enrolled) and degree course
- > for foreign students residing in Italy, DSU (Dichiarazione Sostitutiva Unica) and "ordinary" ISEE certificate
- > any scholarship amount received in 2021
- > any death certificate of one or both parents any divorce certificate

### 2) Family unit

- > **current** composition of the student's family unit indicating surname, first name, date of birth and relationship to all members belonging to the family
- > If you live independently (i.e. you do not live with your family and you earn your own income), you are allowed to apply for an ISEE solely based on your own income and assets provided that: residence outside the family of origin for at least two years on the date the DSU was signed, in accommodation not owned by one of its members; income from employment or assimilated work that has been declared for tax purposes for at least two years, not less than € 9,000.00 per year. If one or both of the above conditions are not met, you will need to apply for the ISEE based on your whole family's income
- > Orphans who have lost both parents and people cohabiting as members of a religious/military order or a host community, or people held in detention are always considered as single-person households

### 3) Family income

- > income received by each member of the family unit referring to 2021
- > any other sums received from public administration bodies by way of welfare payments during 2021
- > in the event of separation or divorce, any sum received or paid as maintenance of children during 2021

### 4) Real estate own by family members at 31/12/2021

- > real estate assets relating to buildings: if owned in Italy, it is necessary to present the *visura catastale* to determinate the value; if owned abroad, buildings are valued on the basis of the conventional value of 500 euros per square meter
- > absence of assets must be explicitly specified in the documentation
- > if the family unit resides in a rented house, the value of the rent per year must be stated in the rental contract

### 5) Movable assets owned by family members at 31/12/2021

- > Movable assets, consisting of the balance at 31/12/2021 and average balance for 2021 of current accounts, deposits, bank and/or postal passbooks held abroad and in Italy and balance at 31/12/2021 for any other type of investment (securities, shares, life insurance, etc.)

### 6) Delegation for ISEE Parificato

- > The authorization form for the ISEE Parificato, duly filled in and signed, available on luav website and Caf portal, is required (the e-mail address should be written in a clear and understandable way, to facilitate communication and the ISEE certificate sending)

**DOCUMENTS MUST BE ISSUED BY THE COMPETENT AUTHORITIES, TRANSLATED INTO ITALIAN AND LEGALIZED AS FOLLOWS:**

#### **GROUP A**

**Countries whose documentation is exempt from legalization**

**Only certified translation is required.**

Austria, Belgium, Croatia, Cyprus, The Czech Republic, Denmark, Estonia, Finland, France, Germany, Great Britain and Isle of Man, Greece, Holland/The Netherlands, Hungary, Ireland, Latvia, Liechtenstein, Lithuania, Luxembourg, Macedonia, Malta, Norway, Poland, Portugal, San Marino, Slovakia, Slovenia, Spain, Switzerland, Turkey.

#### **GROUP B**

**Countries whose documentation is exempt from consular/diplomatic stamp of the Italian Embassy, but must have the Apostille stamp.**

Andorra, Anguilla, Antigua and Barbuda, Argentina, Armenia, Aruba, Australia, Azerbaijan, The Bahamas, Barbados, Belarus, Belize, Bermuda, Bosnia and Herzegovina, Botswana, British Antarctic Territory, British Virgin Islands, Brunei, Bulgaria, Cayman Islands, China, Colombia, Dominica, Ecuador, El Salvador, Falkland Islands, Fiji, French Polynesia, Georgia, Gibraltar, Grenada, Guadeloupe, Guernsey, Iceland, India, Israel, Japan, Jersey, Kazakhstan, Kyrgyzstan, Mauritius, Mexico, Moldova, Monaco, Montserrat, Namibia, Netherlands Antilles, New Hebrides, New Zealand, Pakistan\*\*, Panama, Peru, Réunion, Romania, Russia, Saint Pierre and Miquelon, Samoa, Serbia and Montenegro, The Seychelles, South Africa, South Korea, Suriname, Swaziland, Sweden, Tajikistan, Tonga, Trinidad and Tobago, Ukraine, The USA, Vanuatu, Venezuela, Wallis and Futuna Islands

#### **GROUP C**

**Students coming from particularly poor countries**

**For foreign students from particularly poor countries (specified by the Ministerial Decree No. 115 of February 28, 2023), the assessment of the economic condition is carried out on the basis of a certification from the Italian Representation in the country of origin, certifying that the student does not belong to a well-known high income and high social status family. This certification can also be issued by the university of enrollment in the country of origin linked to Italian universities by agreements or conventions, or alternatively by certified Italian bodies able to guarantee the economic coverage as per current provisions on the registration of foreign students at Italian universities. In the latter case, the certifying body undertakes to return the scholarship on behalf of the student in case of forfeiture.**

Afghanistan, Angola, Bangladesh, Benin, Bhutan, Burkina Faso, Burundi, Cambodia, Central African Republic, Chad, Comoros, Djibouti, Equatorial Guinea, Eritrea, Ethiopia, The Gambia, Guinea, Guinea Bissau, Haiti, Kenya, Kiribati, Laos, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Republic of the Congo, Rwanda, Sao Tomé and Principe, Senegal, Sierra Leone, Solomon Islands, Somalia, North Korea, South Sudan\*, Sudan\*, Syria, Tanzania, Timor-Leste, Togo, Tuvalu, Uganda, Yemen, Zambia, Zimbabwe

#### **Countries NOT included in A, B, C group**

Legalization must be done through the Italian Embassy or Consulate in the country of origin. All students belonging to countries not listed in group A, B or C must have the documents issued in their country of origin and legalized through the Italian Embassy or Consulate.

#### **Countries with difficulty in issuing documents**

**For the A.Y. 2023/24, students coming from these countries can request the documentation from foreign diplomatic or consular representations in Italy and have it legalised by the Prefecture.**

Iran, Lebanon, South Sudan, Sudan

#### **Pakistan**

Considering that the process of issuance of 'Apostille Certificates' by Pakistan will also commence in few months upon completion of necessary legislation and other requirements, students can provide in the meantime documents issued by the Ministry of Foreign Affairs showing a valid QR code.

#### **Political refugees, stateless and beneficiaries of subsidiary protection**

For students who have been granted political refugee status in Italy, or who are stateless or beneficiaries of subsidiary protection, no foreign documentation from the country of origin is required.

Students can obtain an ISEE-INPS certificate referring only to the incomes and assets held in Italy (if any), by providing a copy

of the certification of their status when applying for the ISEE.