UNIVERSITÀ DEGLI STUDI DI MILANO

Direzione Trattamenti Economici e Lavoro Autonomo

PhD *FORMS*

Welcome to Salary, Benefits and Independent Contractor Division

The following forms are necessary to start the procedures for the payment of the Fellowship.

Documents

1. In the first page of the Fellowship form please insert personal information and ways of payment. You can use the same form for following modifications of bank account, residence, domicile etc. to communicate within the 4th day of the month concerned.

Procedure

As from 10/01/2017 ,the annual gross amount of the scholarship will be Euro 16.350,00.

The payment of the contribution will be made by University, after the registration to separate management. The registration, by the PhD student, can be done in two ways:

  a. By web: www.inps.it → SERVIZI ON-LINE → Per tipologia di utente → parasubordinato: iscrizione – accesso con pin on line (after the half of the page);
  b. By going personally to an Inps office. The nearest to University is in Piazza Missori 8 — 20122 Milano (MM Missori)

The activity of the PhD – XXXVII°cycle starts from the beginning of the academic year of the fellowship: **01/10/2021** and the payment will be monthly postponed.

2. Send the file of the form as enclosure of a mail to pagamenti.dottorato@unimi.it   **by the middle of October** to:

> Salary, Benefits and Independent Contractor Division – Independent Contractor Sector - **Office for Training and Research Contracts**
> Via S. Antonio 10/12 - 20122 Milano

> For further information please see the Guide to payment procedures on
> https://www.unimi.it/en/study/postgraduate-study/doctoral-research-phd-programmes
> Or contact n. 02-503.13307
> e-mail: pagamenti.dottorati@unimi.it
>
> To access pay rolls it is necessary to download from the page:
> http://work.unimi.it/rlavoro//28177.htm

Thank you for your collaboration.

UNIVERSITÀ DEGLI STUDI DI MILANO

Direzione Trattamenti Economici e Lavoro Autonomo

Dottorato di Ricerca *PhD*

Grant Form

☐ Registration
☐ Update (new data)

Please complete as required by the law (DPR n. 784 - 2/11/97). All data are compulsory except (*) and valid until changes and updates by you

1 Identity

Surname

1st Name

2nd Name

Date of birth dd-mm-yyyy   ☐ F   ☐ M

Place of birth   Country

Citizenship

Codice Fiscale Tax code

Address in Italy

Address   Zip code

Town   Country

Phone

E-mail

Address in your Country

Address   Zip code

City   Country

Telephone

E-mail

3 Pay method

C - Credit to your personal bank account

Iban (bank codes)

Bank name

Bank address

Town   Country

4 Research address

Doctorate in   Cycle

Specify the name> Department

Address

I also pay contributions to a private fund
No ……. Yes………………………. the following…………………………………

Information

Privacy - Your data will be used exclusively for the grant payment. They will be kept reserved and treated accordingly to the Italian privacy protection law no. 196/03.

Sign here

_____

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Office for Training and Research Contracts
Via S. Antonio 10/12 - 20122 Milano

Or Send as an attachment to
pagamenti.dottorato@unimi.it