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**Italiadomani**  
PIANO NAZIONALE  
DI RIPRESA E RESILIENZA



**UNIVERSITÀ  
DEGLI STUDI  
DI MILANO**

## CALL FOR APPLICATIONS FOR DSU ACCOMMODATION - ACADEMIC YEAR 2023/2024

(Issued by Rector's Decree no. 3620/2023 of 7 July 2023)

The call for applications for the allocation of accommodation under the education incentive programme (DSU – Diritto allo Studio) for the 2023/2024 academic year is hereby announced.

### Article 1 - PARTICIPATION REQUIREMENTS

Applications are open to students who have enrolled or intend to enrol, for the 2023/2024 academic year, in the degree programmes of the University of Milan specified in article 2 of the Call for applications for the awarding of DSU scholarships under the education incentive programme, provided that they:

- a) meet the **merit, income and academic progress** requirements set out in articles 3 and 4 of the Call for applications for the awarding of DSU scholarships under the education incentive programme for the 2023/2024 academic year;
- b) reside in municipalities from where it takes more than 90 minutes to reach the course location by public transport. Travel times are calculated considering the distance between the family unit's residence and the course location. In the case of a split family unit or with more than one residence, travel times are calculated considering the closest residence to the course location.

The following are not eligible for the benefit:

1. Students residing in the municipalities where the University residences are located;
2. Students residing in municipalities from where it takes less than 90 minutes to reach the course location by public transport (article 5.2 of the Call for applications for DSU scholarships). Travel times can be checked on the Trenitalia website, the Lombardy Region website (<http://www.muoversi.regione.lombardia.it>), and websites of local transport companies;
3. Students hired on a permanent contract (full-time or part-time), or a temporary contract for more than 20 hours per week, those who are VAT registered, those who hold more than a 10% share in a company or partnership;
4. Students who are in arrears on payments or have failed to fulfil any obligations towards the University;
5. Those who have previously taken up accommodation for the same year of the programme.

### Article 2 - PLACES AVAILABLE: RETURNING STUDENTS AND NEW ADMISSIONS

A total of **1,000** places are available in the following University Halls of Residence:

***Residenza Bassini:*** via Bassini 38, Milan

**Services**

- Library
- Communal coffee area on all floors
- Coin-operated laundry and ironing room
- Music room
- TV room
- Study rooms
- Recreation room
- Computer room
- 2 gym rooms
- Wireless Internet connection

***Residenza Plinio:*** via Plinio 44, Milan

**Services**

- Library
- Communal coffee area
- Coin-operated laundry room
- Computer room
- TV room
- Study room
- Wireless Internet connection

***Residenza Ripamonti:*** via Muzio Attendolo Sforza 6, Milan

**Services**

- Shared kitchens
- Study room
- Laundry (with electronic key-card) and ironing room
- Recreation room
- TV room
- Wireless Internet connection

***Residenza Canzio:*** via Canzio 4, Milan

**Services**

- 3 shared kitchens



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- 1 shared kitchen equipped for disabled students
- Laundry and ironing room
- Study room
- 2 TV rooms / lounges
- Wireless Internet connection
- 1 parking space for disabled students

**Campus Martinitt:** via Riccardo Pitteri 56, Milan

#### Services

- Gym (CUS Milano agreement)
- Laundry and ironing room
- Study room
- Wired internet connection in the rooms, Wi-Fi in common areas
- Shared kitchen
- Internal coffee bar

**Residenza Ripamonti 35:** via Ripamonti 35, 20135 Milan

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#### Services

- Study rooms
- Lounges
- Multimedia room
- Shared kitchens
- Laundry
- Vending machine rooms
- Wireless Internet connection throughout the facility
- Gym
- Green area
- Sports ground
- Bike storage

**Residenza Cascina Codazza:** via Pierre e Marie Curie, Lodi

#### Services

- Communal coffee area
- Study room
- Coin-operated laundry room

- Recreation room
- Internet connection

Places available shall be allocated on a priority basis to students who had already been assigned accommodation under the education incentive programme in academic year 2022/2023, provided that they enrol to a year subsequent to the first during academic year 2023/2024 and meet the requirements set out in articles 3 and 4 of the Call for applications for the awarding of DSU scholarships under the education incentive programme for the 2023/2024 academic year.

Students who had already been assigned accommodation in academic year 2022/2023 and who intend to enrol in Year I of a Master's degree programme for academic year 2023/2024, but on the date of publication of the final ranking, as per article 4.4 of this call, have yet to complete their Bachelor's or single-cycle Master's degree programme, will be admitted conditionally at subsidised rates, considering that, for those who graduate by 31 December 2023, the deadline set out by the University for enrolment in Master's degree programmes is 15 January 2024.

Students admitted conditionally at subsidised rates who fail to enrol in a Master's degree programme by 15 January 2024 will be required to pay the fee for short-term housing from 1 October 2023 to 31 January 2024, and to leave the residence as of that date.

The number of places available for new admissions (first-year or subsequent-year students) will be determined at the end of the procedure for assigning lodgings to returning students who already benefited from University accommodation in academic year 2022/2023 (estimated at approximately 500), provided that they submit their application according to the deadlines and procedures set out in article 4 herein and meet all the requirements set out in this call.

Lodgings for new students (first-year and subsequent-year) will be allocated as follows: 2/3 to first-year students, and 1/3 to subsequent-year students.

Lodgings allocated to the above categories will be further divided between EU students and non-EU students in accordance with the provisions set out in the Decree of the Director General for Education, Training and Employment no. 21650 dated 13 November 2002, which states that the number of lodgings assigned to non-EU students must not exceed 33% of the total number of places available for all beneficiaries of DSU accommodation.

**Places available at Residenza Cascina Codazza in LODI** are reserved for eligible students included in the ranking lists for the allocation of DSU scholarships who are enrolled in degree programmes based at the Lodi campus (both returning students and new admissions).

Should the number of reserved places exceed the number of selected students, these places will be assigned, on a priority basis and as short-term housing, to any interested students enrolled in one of the degree programmes based at the Lodi campus. The offices of the Student Registrar and Education Incentive Programmes Division will publish notices and send communications to students and upcoming students of degree programmes based in Lodi to collect declarations of interest (for information on the fee for short-term housing, see art. 6.5 of this call).

Should there still be vacant places, these will be assigned to students enrolled in the degree programmes based in Milan.

## Article 3 - HOW TO APPLY AND DEADLINE

### 3.1 How to apply

Applications must be submitted at <http://studente.unimi.it/dirittoallostudio/>

- Students with a University email account ([name.surname@studenti.unimi.it](mailto:name.surname@studenti.unimi.it) / [name.surname@unimi.it](mailto:name.surname@unimi.it)) must log in with their University credentials;
- Applicants who do not have a University email account yet, as they still have to matriculate to the University for academic year 2023/2024, must first register at <https://registrazione.unimi.it> and use the registration credentials to log in (ATTENTION: those who have already registered to the portal, to submit an application for admission or to request other services, must log in with the credentials they already have).

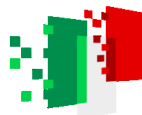
For merit and income requirements see articles 3 and 4 of the Call for applications for the awarding of DSU scholarships under the education incentive programme for the 2023/2024 academic year.

**IMPORTANT:** ISEE University certificates are not issued immediately. INPS will issue the ISEE certificate approximately 10 days after the Single Substitute Statement has been filled. The Single Substitute Statement **must be signed no later than 23 August 2023**, the deadline for applying for university accommodation, under penalty of exclusion from the competition.

Failure to submit a document by the deadline or submission of an irregular document will result in exclusion from the selection process.



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### 3.2 Application deadline

The application for accommodation must be submitted **from 13 July to 11.59 pm on 23 August 2023**, following the procedures described in paragraph 3.1.

Once the application is submitted, the student will receive a record of the benefits requested for a.y. 2023/2024 at the email address provided when accessing the procedure.

Students must notify the Residence Hall Office of any change in circumstances occurring after the application for accommodation has been submitted (allocation of accommodation at another facility, transfer to another university, exams passed after submitting the application and prior to 10 August, inability to continue studies, withdrawal from studies, etc.), within 7 days from the application deadline, through Informastudenti at <https://informastudenti.unimi.it> > **FEES AND BENEFITS** > **Accommodations**.

## Article 4 - RANKING LISTS AND PUBLICATION

### 4.1 Ranking lists

There are different rankings, depending on the type of applicant:

- a) Returning students who were accommodation recipients in academic year 2022/2023;
- b) New EU students enrolled in the first year of Bachelor's, Master's and single-cycle Master's degree programmes, PhD programmes or postgraduate schools;
- c) New non-EU students enrolled in the first year of Bachelor's, Master's and single-cycle Master's degree programmes, PhD programmes or postgraduate schools;
- d) New EU students enrolled in Bachelor's, Master's and single-cycle Master's degree programmes, PhD programmes or postgraduate schools in years subsequent to the first;
- e) New non-EU students enrolled in Bachelor's, Master's and single-cycle Master's degree programmes, PhD programmes or postgraduate schools in years subsequent to the first;

The rankings are drawn up based on the same income and merit criteria used to award DSU scholarships. When drawing up the rankings, priority will be given to students with a disability at or above 66% and/or a handicap recognised pursuant to art. 3, paragraph 1 or paragraph 3 of Law 104/92 of 5 February 1992.

Students in arrears on payments will automatically drop off the rankings, whether of new or returning students.

### 4.2 Provisional rankings

Provisional rankings will be published on **31 August 2023** at: <http://studente.unimi.it/dirittoallostudio/>

**VERY IMPORTANT** All eligible students listed in the provisional rankings must notify whether they intend to confirm or cancel their application no later than **5 September 2023**, using the dedicated online service.

**If a student fails to notify his/her intentions, his/her application will be cancelled.**

### 4.3 Appeals

Any appeals for alleged errors in the University's assessments must be lodged by **5 September 2023**, by downloading and completing the form available on the outcome page.

Students who were rejected due to unpaid bills will be admitted, provided they settle outstanding payments within the deadline for filing appeals.

### 4.4 Final rankings

The final rankings will be published on **12 September 2023** once appeals have been assessed by the relevant board appointed by Rector's decree.

## Article 5 - ALLOCATION OF ACCOMMODATION

### 5.1 Accommodation period

The accommodation periods for the 2023/2024 academic year are:

- From 1 October 2023 to 30 September 2024 for returning students
- From 4 October 2023 to 30 September 2024 for new students

Once the student is assigned accommodation, he/she must strictly comply with the Regulations for the Halls of Residence issued by Rector's Decree no. 2598/2021 of 16 June 2021, which is available at [www.unimi.it](http://www.unimi.it) (Study - Financial support - Accommodation - How to request accommodation - Regulations for the Halls of Residence).

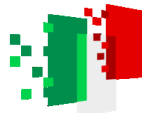
Residences will be closed in August.

### 5.2 Allocation of accommodation to returning students listed in the final ranking

Returning students who applied for accommodation and were declared eligible in the final ranking **must confirm acceptance of accommodation from 13 to 15 September 2023** using the dedicated online services, and sign the letter of commitment to pay for the full year or semester.

At the end of the procedure, a letter of admission will be sent to the student's University email address; this letter must be presented to the director of the University residence.

Students who do not fill in the acceptance form will be discharged on 30 September 2023.



### 5.3 Allocation of accommodation to new students listed in the final rankings

Once returning students have been assigned accommodation, the remaining lodgings will be allocated to those who placed high enough in the relevant final rankings, based on the number of places available for EU first-year students, EU subsequent-year students, non-EU first-year students and non-EU subsequent-year students. Lodgings will be allocated according to the student's preferences expressed in the online application, subject to the availability of places.

**It is incumbent on the student to view the rankings published online, as well as any related notices. Such online publication serves as official notice.**

**Eligible students** must accept, decline or hold off on the offer of accommodation **from 19 September to 22 September 2023 (no later than 11.59 pm)**, using the dedicated online service.

Those who fail to do so by the deadline will be considered as having declined accommodation and will not be able to confirm acceptance after the deadline.

**To ACCEPT accommodation**, students must be regularly enrolled at the University of Milan for academic year 2023/2024.

Those who are not enrolled for academic year 2023/2024 must hold off on the offer of accommodation and contact the Residence Hall Office through Informastudenti at <https://informastudenti.unimi.it> > **FEES AND BENEFITS > Accommodations** only after enrolment, to accept the offer of accommodation.

**To accept the offer**, students must do the following:

- 1) Select acceptance;
- 2) Confirm university enrolment for the 2023/2024 academic year and specify their student ID number;
- 3) Accept the terms and conditions set out in the letter of commitment to pay accommodation fees due (see article 6.1 of this call);

Once the acceptance procedure is completed, the student will receive an admission letter to be presented to the assigned Residence, along with a valid identity document.

### 5.4 Moving up in the ranking for new students - Eligible students who are not assigned accommodation

If selected students decline or fail to accept accommodation, their places will be allocated to eligible students based on their position in the relevant ranking list and according to the criteria described in point 5.3.

The ranking lists will be updated online as follows:

2nd call - **from 25 September to 11.59 pm on 27 September 2023**

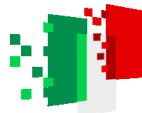
3rd call - **from 29 September to 11.59 pm on 30 September 2023**

Allocation of accommodation will continue until all places have been assigned.





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## 5.5 International Mobility

Students who have been assigned accommodation in academic year 2023/2024 and will take part in an international mobility programme must notify the Residence Hall Office through Informastudenti at <https://informastudenti.unimi.it> > FEES AND BENEFITS > Accommodations of the period they will spend abroad. The student will be exempt from paying accommodation fees for this period as documented by the International Mobility and Promotion Office. To maintain non-resident status, the student must produce a paid lease agreement entered into in the foreign country. During the mobility period the place may be assigned to another student. Upon returning from abroad, the student may be reassigned their place if available, not necessarily in the same Residence, provided they give notice at least 15 days in advance.

## Article 6 - ACCOMMODATION COSTS - PAYMENT METHODS - FEES

### 6.1 Standard subsidised fee - Students enrolled on track

The standard subsidised fee for students enrolled on track is €2,750.00 per year from 1 October 2023 to 30 September 2024.

Payment must be made in three instalments:

- 1) First instalment by 31 January 2024
- 2) Second instalment by 30 April 2024
- 3) Third instalment by 30 June 2024 (30 September 2024 for first-year students)

Payment terms are binding for 11 months and students must pay the instalments by the above deadlines.

### 6.2 Standard subsidised fee - Students off track for one year

The standard subsidised fee for students who are off track for one year is €1,500.00 from 1 October 2023 to 31 March 2024.

Payment must be made in a lump sum by 31 January 2024.

Payment terms are binding for 6 months.

Students who enrol in their first off-track year for academic year 2023/2024 and graduate by the third session of academic year 2022/2023 will have to leave the residence immediately after graduation.

Students who are off track for one year and do not graduate by the third session of academic year 2022/2023 may request an extension of their stay from 1 April to 31 July 2024 upon payment of the fee for short-term housing (see article 6.5 of this call) by the deadlines specified by the Residence Hall Office and subject to the actual availability of places.



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### 6.3 Reduction in fees

For the following categories of students, fees shall be reduced proportionally based on the shorter duration of their stay:

- a) Students in the first year of a Master's degree programme who are admitted to the Residence later in the year after enrolling at the University;
- b) Students taking part in an international mobility programme.

### 6.4 Payment procedures and deadlines

By signing a letter of commitment upon acceptance, the student undertakes to pay the full amount due, regardless of the period of actual use of the accommodation. The only exceptions are withdrawal from studies or transfer to another university. In this case, students will have to pay the subsidised fee for the period of hospitality.

Accommodation fees must be paid via PagoPA at [http://studente.unimi.it/fo\\_pagamenti/](http://studente.unimi.it/fo_pagamenti/)

The University of Milan reserves the right to settle any outstanding accommodation fees against any sums owed to the student.

A delay of more than 1 month after the deadline will automatically lead to forfeiture of accommodation, but will not exempt students from the obligation to pay the accommodation fee for the entire academic year.

### 6.5 Fee for short-term housing

The fee for short-term housing as referred to in this call for applications amounts to €400.00 for a double room and €450.00 for a single room.

## Article 7 - LEAVING / FORFEITING ACCOMMODATION

### 7.1 Leaving accommodation

Any student who, for any reason, intends to permanently leave the assigned accommodation shall agree on the end date of his/her stay with the director of the Residence, and give at least 7 days notice.

### 7.2 Forfeiting accommodation

The following students will lose their entitlement to accommodation:

1. Returning students who have not accepted accommodation by 15 September 2023, in accordance with the procedures set out in art. 5.2 hereof;
2. New students who have not accepted accommodation in accordance with the procedures and deadlines set out in paragraphs 5.3 and 5.4 hereof;
3. Those who, as at 15 January 2024, are not regularly enrolled in the Master's degree programme for academic year 2023/2024;
4. Those who have submitted false declarations to the University of Milan: in this case the sanctions set out in art. no. 75 and 76 of Presidential Decree 445/2000 will be applied;
5. Those who have been subject to disciplinary sanctions for breaching University Regulations. In this case the student shall nevertheless pay the full annual or six-month fee, regardless of the date of forfeiture;
6. Those in arrears with any payment to the University.

#### **Article 8 - PERSON IN CHARGE OF THE PROCEDURE AND CONTACT DETAILS**

Pursuant to Law no. 241/90, the person in charge of the procedure for this call for applications is Ms. Filomena Cicora, Head of the Education Incentive Programmes and Student Grants Sector – Student Registrar and Education Incentive Programmes Division.

For further information please visit <https://www.unimi.it/en/study/financial-support>

To contact the Residence Hall Office, log into Informastudenti at <https://informastudenti.unimi.it> > **FEES AND BENEFITS > Accommodations**