



## Regulations for the use of catering and food services at subsidized prices

### ART. 1 - Use of the service

1. Access to catering and food services at subsidized prices, through University cafeterias and affiliated restaurants and bars (hereinafter the service), is granted to all students enrolled on Bachelor's, Master's and single-cycle Master's degree programmes, as well as postgraduate and PhD programmes, upon request. Applications must be submitted according to the procedures and deadlines set forth by the annual call for applications.
2. The type and amount of the benefit will be managed through the University badge (Carta la Statale), which is strictly personal and may not be shared or transferred.
3. The financial benefits arising from the service cannot in any way be converted into money.
4. The service entitles the student to a menu agreed with every manager of an affiliated service, separately. The Student Administration Office and Right to Education Department, responsible for managing the service, verifies that the menus proposed by the managers correspond to the needs of the users, guaranteeing agreements with an adequate number of managers available to provide a complete meal consisting of a first course, a second course, side dish, fruit or dessert, bread and cover.
5. The list and opening hours and the agreed menu of University cafeterias and affiliated restaurants and bars are showed on the map available on the university website: [www.unimi.it](http://www.unimi.it) > study > financial support > refectory services and meals

### ART. 2 - Validity date

1. The benefit expires on 31 December following the start academic year, without prejudice to the provisions of paragraph 2.
2. The loss of student status for any reason whatsoever (e.g. withdrawal from studies, transfer to another University, graduation, etc.) will result in the loss of the benefit. After graduation, the service may continue upon request, provided the student pursues their studies at a higher level, with no interruption of their academic career.
3. The validity may be extended for another calendar year only upon request. In this case, the benefit will be automatically renewed, with a new user profile, on 1 January. Applicants will not need to go to the helpdesk.
4. Any changes in the user profile that may occur during the academic year will also be automatic.



5. Students participating in an international mobility programme (e.g. Erasmus) are entitled to a refund for any free meals not taken, as explained in the call for applications for regional scholarships. When away, they cannot use the service. Any transactions will be charged to the student.

## ART. 3 - How to use the service

1. Users are required to show their Carta La Statale University badge (hereinafter the badge). Restaurant/cafeteria managers or University staff may also ask for some form of identification.
2. The badge will be inserted in the device, which will show the type of meal to which the user is entitled (free meal, first-bracket subsidy, etc.). Any sums to be paid by the student will be paid to the restaurant/cafeteria manager.
3. Should the device be out of order, the student will be required to fill in a self-certification form, stating which type of meal they are entitled to. In case of false statements, the student will have to pay back for any meals taken whilst they were not eligible.
4. In order to prevent students from taking meals they are not entitled to, the University reserves the right and the option to block the badge:
  - if the student's income bracket changes from one academic year to the next
  - if the student graduates or loses student status for any reason whatsoever
  - whenever the badge is used illegitimately (Art. 7)
  - in case of false statements in the self-certification form

## ART. 4 - Types of services

The types of meal services are as follows:

- a) Resident / commuter students:
  - 1 paid meal (according to their income bracket) Monday to Saturday, lunch time.
- b) Non-resident students:
  - 1 paid meals (according to their income bracket) Monday to Sunday.
- c) Resident / commuter scholarship recipients:
  - 1 free meal Monday to Saturday, lunch time.
- d) Non-resident scholarship recipients:
  - 1 free meal Monday to Saturday.
  - 1 paid meal (according to their income bracket) Monday to Saturday.
  - 2 paid meals (according to their income bracket) on Sundays.

Meal times are as follows:

Lunch 11.30 am - 3.00 pm, dinner 6.30 pm - 9.30 pm

## ART. 5 – Checks

University or specially appointed staff, who may be identified by their badge, are authorized to



check badge ownership in affiliated restaurants without prior notice, pursuant to Art. 7. During these checks, they may ask the student for their badge and some form of identification.

## **ART. 6 - Loss of the university badge "Carta La Statale"**

In case of loss or theft of the badge, the student must immediately block it through their personal UNIMIA page by following the instructions contained therein in the dedicated box. All meals taken between the date of loss or theft and the date of blocking will be charged to the badge owner.

## **ART. 7 – Infringements**

Illegitimate use of the University badge for meal services will be punished as follows:

- a) Requirement to reimburse any meals taken illegitimately;
- b) Suspension of service for one month, after the first infringement, for 2 to 12 months in the event of subsequent infringements, as per the following points.

The following cases are to be considered as illegitimate use of the badge and as infringements of the regulations. (This list is provided by way of example and is not exhaustive.)

- c) Holding and/or using more than one badge;
- d) Holding and/or using a badge other than the University badge;
- e) Giving one's badge to third parties;
- f) Refusing to show or hand over the badge to University or specially appointed staff, or to restaurant managers;
- g) Using the badge after forfeiture of eligibility pursuant to Art. 2 paragraph 2;
- h) Refusing to show an ID in affiliated restaurants and University offices or to specially appointed staff;
- i) Using the badge during a study-abroad period (e.g. Erasmus).

Without prejudice to any applicable provisions of criminal law (Art. 10 of Legislative Decree 68/2012).