

ATTACHMENT

MIUR ADDITIONAL CONTRIBUTION TO THE ERASMUS+ STUDY GRANT 2022-2023:

deadlines and procedures to submit the ISEE (Equivalent Financial Situation Indicator) declaration and/or the documentation concerning the income and asset situations (for students whose nuclear family has income and/or assets abroad), amounts, payments schedule, categories of students excluded from the additional contribution and further control measures.

The Erasmus + study grant, financed by the Erasmus National Agency, foresees an additional contribution financed by MIUR funds (so-called “MIUR additional contribution”). According to the Ministerial Decree 1047/2017, containing the regulations to allocate the funds, this additional contribution must be calculated according to students’ ISEE (Equivalent Financial Situation Indicator).

Students selected under the Erasmus+ study call for applications 2022-2023 can submit their ISEE 2023 for services for the right to higher education **starting as of now**, through the ER.GO website (www.er-go.it), section online services, using the SPID credentials. If you cannot apply for them, use your University credentials (@studio.unibo.it). The completion of the personal and economic data section is needed in order to submit the ISEE.

ISEE and/or the documentation concerning the income and asset situations submission for the Erasmus + additional contribution will also be valid for the UNIBO tuition fees 2022-2023 calculation.

In particular, the procedure for the submission of the ISEE and/or the documentation concerning the income and asset situations (for students whose nuclear family has income and/or assets abroad) is the same for the UNIBO/MIUR additional contribution and for the UNIBO tuition fees calculation, but:

- 1) Students planning to leave for the first semester/full year: If they will present their ISEE, declaration **within June 30th 2022**, will receive the 50% of the MIUR grant with the payment of the EU grant (i.e. at the beginning of their mobility period) and the remaining 50% with the payment of the balance, at the end of their mobility period. Otherwise, if they will present their ISEE **after June 30th 2022**, but within the deadline for the calculation of the tuition fees 2022-2023, will receive the payment of the total amount of the MIUR grant with the balance, at the end of their mobility period;
- 2) Students planning to leave for the second semester must present their ISEE certificate within the deadline for the calculation of the tuition fees 2022-2023. These students will receive the 50% of the MIUR grant with the payment of the EU grant, at the beginning of their mobility period, and the remaining 50% with the payment of the balance, at the end of their mobility period;
- 3) PhD students selected under the Erasmus + study call for applications are requested to follow the instructions contained in this communication and in the web pages indicated below.

All the information for the ISEE and/or the economic situation for income/assets abroad calculation, and the information about how to fill out the ER.GO online form are available at <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees> .

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DEADLINES:

TYPE OF STUDENT	DEADLINE FOR SUBMITTING THE ER.GO ONLINE FORM	SUBMISSION OF THE ISEE DECLARATION WITH SENDER'S PROTOCOL NUMBER	DEADLINE FOR COMPLETING THE ECONOMIC DATA SECTION (sender's protocol number and ISEE with annotations)	DEADLINE FOR SENDING ONLINE THE DOCUMENTATION CONCERNING INCOME AND ASSETS ABROAD
Student leaving for the first semester or full year	30/06/2022	29-30/06/2022	15/07/2022	08/07/2022
Student leaving for the first semester, full year* or second semester	02/11/2022 (h.18.00)	01-02/11/2022	23/12/2022	22/11/2022
Student leaving for the first semester, full year* or second semester - submission with an extra-charge on the tuition fees amount**	15/11/2022 (h.18.00)	14-15/11/2022	23/12/2022	22/11/2022

*Students leaving for the first semester/full year that will present their ISEE after June 30th, 2022 will receive the payment of the total amount of the MIUR grant with the balance, at the end of their mobility period

**Submitting the ISEE within November 15th, 2022 will be requested the payment of an extra-charge on the tuition fees amount, as ruled by the UNIBO regulations about students' tuition fees, published at <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees>

Students who will lack the isee submission, who will not complete the economic data section or will not send the documentation concerning income and assets abroad within the deadlines listed above, will not receive the unibo/miur additional contribution, but only the regular erasmus + grant reported at <http://www.unibo.it/it/internazionale/studiare-all-estero/erasmus/contributo-erasmus>

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WARNING:

Students whose nuclear family has income and/or assets in Italy

To submit the ISEE students must use the SPID credentials to access the [ER-GO Form](#) and fill in the "Personal Data" and "Economic Data" sections. If you cannot apply for them, use your University credentials.

In the ECONOMIC DATA section, students will have to enter ONLY the INPS protocol number of the ISEE certificate (e.g., INPS-ISEE-2021-XXXXXXXX-00) and will thus be able to view, in real time, the ISEE, ISPE and ISEE certificate equivalence coefficient, obtained directly by ER.GO from the INPS database.

Those who still do not have an INPS protocol number for their ISEE certificate (e.g., INPS-ISEE-2022XXXXXXXX-00) will nonetheless be able to submit and confirm their applications online by entering the sender's protocol number (e.g., CAF000XX-PG0000-2022-N0000000), contained in the RECEIPT issued at the time of the application, but may do so solely during the period **from June 29th to June 30th** (for students leaving for the first semester/full year); **or from November 1ST to November 2nd** (for students leaving for the second semester, or for those who did not respect the previous deadline). ER.GO will then obtain the details of the ISEE certificate by querying the INPS IT system. Students will be informed by SMS about the availability of the ISEE data and will be asked to confirm them entering again the ER.GO online system **within July 15th** (for students leaving for this first semester/full year) **or December 23rd** (for students leaving for the second semester, or for those who did not respect the previous deadline). Students failing to respect these deadlines will not receive the additional contribution.

If the ISEE certificate contains ANNOTATIONS, the student must contact INPS, a tax assistance center (CAF) or the municipality again to sign a new complete and correct Self Certification (DSU) to replace the version containing omissions or discrepancies. Once obtained the corrected ISEE, it must be submitted to ER.GO by filling in again the ECONOMIC DATA section and entering the INPS protocol number for the ISEE without omissions. This procedure must be done **within July 15th** for students leaving for the first semester/full year and within **December 23rd** for students leaving for the second semester or for those who did not respect the previous deadline. Students failing to respect these deadlines will not receive the additional contribution.

Until the student completes the application, after the information has been obtained from the INPS IT system, the application will not be able to be considered for the payment of the UNIBO/MIUR additional contribution.

The ISEE without specifying a family nucleus can be presented only if, for at least two years prior to submitting the application, the student have lived independently (in accommodation not owned by a family member) and have earned income of not less than € 9,000 per annum for at least two years.

Students whose nuclear family has income and/or assets abroad

International students with income and/or assets abroad who wish to receive the additional contribution must always and in any case follow the guided procedure proposed by the online application within the deadlines listed above.

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International students cannot request an ISEE calculation. Instead, they must present the documentation confirming their economic situation and assets issued by the authority competent for the territory in which the income was earned and where the assets are held. This documentation must be translated into Italian and legalised by the Italian diplomatic authorities in the place of origin, or apostilled where required. The application will be complete only if the section of personal and economic data is filled in online, and if the documentation of foreign income/assets is sent according to the deadline specified above and the procedure specified on the web page <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/documentation-regarding-the-economic-situation-of-international-students>

However, if your family resides in Italy and receives income and/or owns assets in Italy, you must request the ISEE calculation.

Students whose family has mixed incomes

Students residing in Italy or with Italian citizenship, but who (themselves or a family member) have income or assets abroad, must document foreign income and assets in the same way as international students, even if these values were included in the Self Certification (DSU) submitted (and therefore in the ISEE calculation). Documents must be released by the local authorities, in charge for the territory where the income is produced and the assets owned, and must be translated by a sworn translator and legalised according to the law.

Failing to submit the documentation within the deadlines listed in this communication, late submissions, the submission of incomplete documentation or the submission of documentation not in compliance with the information provided by this communication will result in ineligibility to the MIUR additional contribution.

ADDITIONAL CONTRIBUTION AMOUNTS:

The Ministerial Decree 1047/2017 gives the indications about the monthly amounts to be awarded as additional contribution to the Erasmus + grant, according to the ISEE range:

ISEE RANGE	MIUR ADDITIONAL CONTRIBUTION AMOUNTS X MONTH¹
ISEE ≤ 13.000	€ 400,00
13.000 < ISEE ≤ 21.000	€ 350,00
21.000 < ISEE ≤ 26.000	€ 300,00
26.000 < ISEE ≤ 30.000	€ 250,00
30.000 < ISEE ≤ 40.000	€ 200,00
40.000 < ISEE ≤ 50.000	€ 150,00
ISEE > 50.000	€ 0

¹ As deliberated by the Academic Boards on May 29th, 2018

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PAYMENTS SCHEDULE

Eligible students will receive the MIUR additional contribution as follows:

- **Students leaving for the first semester/full year that will present their ISEE declaration within June, 30th 2022:** will receive the 50% of the MIUR grant with the payment of the EU grant and the remaining 50% with payment of the balance, at the end of their mobility period, according to the rules and schedule that will be available in the updated Erasmus + students guide.

- **Students leaving for the first semester/full year that will present their ISEE after June, 30th 2022, but within the deadline for the calculation of the tuition fees 2022-2023:** will receive the payment of the total amount of the MIUR grant at the end of their mobility period, according to the rules and schedule that will be available in the updated Erasmus + students guide. These students will anyway receive the Erasmus + regular grant at the beginning of their mobility period, according to the rules and schedule that will be available in the updated Erasmus + students guide.

- **Students leaving for the second semester:** they must present their ISEE certificate within the deadline for the calculation of the tuition fees 2022-2023 and will receive the 50% of the MIUR grant with the payment of the EU grant and the remaining 50% with payment of the balance, at the end of their mobility period, according to the rules and schedule that will be available in the updated Erasmus + students guide.

EXCLUSION CATEGORIES

Students that will be excluded by the MIUR additional contribution, according to the ministerial decree are:

- a) Those who will lack to submit the ISEE declaration or will not complete the economic data section within the deadlines listed in this communication;
- b) Students with income and/or assets abroad who will not fill out the ER.GO online form (personal and economic data sections) and will not send to Er.GO the complete and compliant documentation concerning their income and asset situations within the deadlines listed in this communication;
- c) Those who hold an ISEE calculation higher than 50.000 €;
- d) Those who will be enrolled as “fuori corso” from the second year onwards at the moment of their departure, irrespective of their economic situation.

FURTHER CONTROLS AND LOSS OF THE ADDITIONAL CONTRIBUTION

Further controls on economic situations will be managed by ER.GO on behalf of the University by using the databases involved in the ISEE calculation (i.e. Agenzia delle Entrate and INPS databases).

Self-declarations about economic data of ISEE with annotations and/or omissions will be controlled by ER.GO, even asking students further documentation stating the completeness and truthfulness of self-declared data.

Evidence of untruthful declarations finalized to obtain the UNIBO/MIUR additional contribution will lead to its revoke and the student will be asked to refund the sum eventually already received.

For information and clarification regarding compilation of online form, contact ER.GO by telephone at tel. 051 – 6436788 and 051-6436759.

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