

## **Student Career Management Division**

### **Call for applications for the disbursement of the ministerial contribution for housing rental costs incurred by off-site students for the year 2024**

#### **Art. 1 Item**

In implementation of the provisions of Law no. 178/2020, article 1, paragraphs 526 and 527, the University of Campania Luigi Vanvitelli establishes a competition for the selection of off-site students - regularly enrolled in the academic year. 2023/2024 - eligible to receive a contribution for housing rental expenses incurred in the 2024 calendar year within the limits of the availability of resources that the promoting Ministries will assign to the University.

The Fund referred to in art. 1, paragraph 526, of law 30 December 2020, n. 178, is refinanced for 6 million euros for the year 2024 (see law 29 December 2022 n. 197 art. 1 paragraph 580).

The requirement is determined in relation to the number of students enrolled in state universities in the academic year. 2023/24 falling within the case indicated by the art. 1 paragraphs 526 and 527 of the aforementioned law which, upon submission of a specific application to participate in the tender, and following all checks, verifications and any reviews conducted by the University on the applications presented, are identified by the latter in definitively as beneficiaries of the contribution.

The amount of the per capita contribution due to this University will be determined by the Ministry of University and Research in relation to the above spending ceiling and the overall number of those entitled to it who will be selected by all state universities.

Following communication from the Ministry of the per capita amount due, as well as the transfer of the relevant sums, the University of Campania Luigi Vanvitelli will proceed with the disbursement of the contribution to those entitled.

#### **Art. 2 Prohibition of cumulation**

The attribution of the contribution referred to in the previous article 1 is incompatible with any other public contribution received by the student to support accommodation costs, for the reference academic year (a.y. 2023/2024), generally meaning also subsidies paid in the form of housing service, not only in the form of economic contribution, which also includes the scholarship from outside the home, as it is composed, pursuant to art. 7, paragraph 2, of Legislative Decree no. 68/2012, also from costs relating to accommodation.

#### **Art. 3 Requirements for submitting the application**

They can submit requests to participate in the tender for the assignment of the benefit referred to in the art. 1 non-resident students regularly enrolled in the academic year. to. 2023/2024, up to date with the payment of university taxes and contributions relating to the same year, who simultaneously meet the following requirements:

- who are enrolled in the 2023/2024 academic year on a 1st or 2nd level course of study at the University of Campania Luigi Vanvitelli in good standing with the payment of the entire annual student fee due;
- who belong to a family unit with an equivalent economic situation index ISEE for benefits for the right to university education registered in the ESSE3 database for the academic year. 2023/24 (I.S.E.E.U. 2023 expiring on 31 December 2023 or ISEE 2024 expiring on 31 December 2024) not exceeding 20,000 euros. On this subject, it is specified that only the ordinary ISEE applicable to university law services is accepted. It is also possible to use the current ISEE issued on the basis of the ISEE-2024 for benefits for the right to university study, if the conditions are met, always within the limit of €20,000;
- who are off-site resident in a place other than where the rented property is located in the 2024 calendar year. The student is considered off-site if the following three conditions occur together:
  - ✓ attendance of a first or second level course of study at this University held at least 30 (thirty) kilometers away from your municipality of residence or who, regardless of the distance in kilometres, resides on one of the islands in the Gulf of Naples (Ischia, Capri, Procida);
  - ✓ paid accommodation in the municipality where the course is held or in a neighboring area, to be demonstrated by attaching the documentation required in the following art. 4 of this notice
  - ✓ stay in the accommodation referred to in the previous point for a duration of at least 6 months (six) in the calendar year 2024.

The distance in kilometers between Municipalities is calculated via the ACI website, using the shortest route parameter.

#### **Art. 4 Submission of application to participate in the tender: terms, methods and documentation to attach**

The university student who intends to participate in this selection is required to register the application to participate in the call by logging in with his/her access credentials to the University web services, by the **deadline of 26 August 2024**.

From the "Servizi on line studenti" menu, at the following link <https://esse3.unicampania.it/Home.do>, select the "Login" option and, after entering "Username" and "Password", access the area reserved.

From the "Menu" of the aforementioned area, select the "*Segreteria*" and "*Test di Ammissione*" options, click on "Iscrizione concorsi", select "Tipo titolo non definito", choose the competition "CONTRIBUTO MINISTERIALE PER SPESE DI LOCAZIONE ABITATIVA 23/24", then register the application online, filling in the information required by the web procedure.

During the web registration procedure for the application to participate in the tender, it is mandatory to upload the following attachments, under penalty of exclusion from the competition:



- Declaration in lieu of affidavit containing all the data necessary for a correct evaluation of the application, according to the template attached to this notice;
- Copy of the duly registered rental contract with indication of the registration details at the Revenue Agency and the relevant receipt.

The University will automatically recover the ISEE data present for the academic year 2023/24 in the Esse3 student career management procedure, supplied to the Student Secretariat Offices, excluding from the competition all students for whom an ISEE higher than €20,000.00 is recovered or in the absence of an ISEE.

Applications for participation received in ways other than those provided for in this article of the notice or lacking the information requested above are excluded.

Students are also required to promptly notify any changes stated in the application that occur after the submission date.

#### **Art. 5 - Commission**

The Commission for the evaluation of the requests, appointed by the Rector, will be composed of a representative of the teaching and research staff (proposed by the Rector himself), of a representative of the staff of the technical-administrative area in service at the Student Career Management Division (proposed by the General Director), by a representative of the staff of the technical-administrative area, in service at the University Student Registry and Student Contribution Office (proposed by the General Director) and by a student representative (designated by the Student Council), and will be publicized by publication on the University website.

#### **Art. 6 List of eligible candidates and disbursement of the contribution**

The University carries out checks relating to the actual possession of the requirements set out in this Notice and the completeness and correctness of the applications submitted.

**On 9 September 2024**, the list of beneficiary students entitled to the contribution referred to in this announcement, and of non-beneficiaries, not entitled to the contribution referred to in this announcement, is published on the [dedicated section of the University website](#).

**By the deadline of 13 September 2024**, non-beneficiary students will be able to submit a **request for review** by completing and sending the specific form attached to this notice by email to the following address: [uff.anagrafeecontribuzione@unicampania.it](mailto:uff.anagrafeecontribuzione@unicampania.it). The email must contain the following subject: *“Application for Reconsideration of the contribution to the rental cost of the registration number ...”*.

**On 23 September 2024**, the definitive list of beneficiary students, entitled to the contribution referred to in this announcement, and non-beneficiary students, not entitled to the

contribution referred to in this announcement, will be published on the [dedicated section of the University website](#).

**By the mandatory deadline of 27 September 2024**, this University will communicate to the MUR the definitive and no longer modifiable number of beneficiary students entitled to the contribution.

Students who are beneficiaries can receive the contribution only if they have entered the data relating to an IBAN in their name or joint name on the application form and registered in the ESSE3 procedure.

On the basis of the data thus communicated, the MUR will identify with its own decree the amount of the overall contribution due to each University and will assign to each individual University the share of the resources based on the number of eligible students communicated.

The University, based on the resources assigned by the MUR, will then provide the contribution to the eligible beneficiary students.

#### **Art.7 Information on data processing**

Pursuant to the articles. 13 and 14 of the GDPR – General Regulation on EU Data Protection. n. 679/2016 – the personal data provided by the candidates will be collected at the University of Campania “Luigi Vanvitelli”, for the purposes of managing the selection and will be processed in paper form and through an automated database. The data controller is the Rector of this University. At any time the interested party may exercise his rights towards the data controller, pursuant to the articles. from 15 to 22 of the aforementioned EU Regulation 2016/679, including the right to access data, the right to rectify, update, complete or delete erroneous, incomplete or collected data in terms that do not comply with the law, as well as the right to object for legitimate reasons for their processing. These rights may be asserted by sending to the DPO a request with the subject: "Privacy rights" e-mail: [rpd@unicampania.it](mailto:rpd@unicampania.it) or PEC: [rpd@pec.unicampania.it](mailto:rpd@pec.unicampania.it).

For further and more detailed information, please refer to the privacy policy published on the university website at the following link <https://www.unicampania.it/index.php/privacy>

#### **Art.8 Responsible for the procedure**

Dr. Massimo LICCIARDO, Head of the University Student Registry and Student Contribution Office has been identified as Head of the Administrative Procedure.

*Tel.: 081/18760326, E-mail [massimo.licciardo@unicampania.it](mailto:massimo.licciardo@unicampania.it).*

Signed by THE RECTOR  
(Prof. Giovanni Francesco NICOLETTI)

#### **Organizational Unit Responsible for the Procedure**

- Student Career Management Division
- University Student Registry and Fees Office Student

**Headquarters:** Via Luciano Armani 5 Naples

**Procedure Manager:** Dr. Massimo LICCIARDO

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