

ISU BOCCONI

HOUSING APPLICATION  
REQUIREMENTS AND REGULATIONS

BOCCONI UNIVERSITY

2019-2020 A.Y.

**TRANSLATION OF THE  
FINAL HOUSING APPLICATION REQUIREMENTS AND REGULATIONS**

**These application requirements and regulations are to be considered final** unless further dispositions concerning the evaluation of the applicants' economic condition are issued by the relevant authorities.

In case of discrepancies between the Italian text and the English translation, the Italian version prevails.

**Students**

Fees, Funding and Housing Office

**ISU Bocconi**

Student Assistance and Financial Aid Center

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## SECTION 1 - GENERAL INFORMATION

These requirements and regulations are published by the ISU Bocconi and by the Fees, Funding and Housing Office - Student Affairs Division of Bocconi University and regulate admission to Bocconi residences.

For more information:

Fees, Funding and Housing Office

One-Stop Service Center - Piazza Sraffa, 13 – 20136 Milan

email: [housing.center@unibocconi.it](mailto:housing.center@unibocconi.it)

### 1.1 List of Bocconi Residence Halls for the 2019-2020 a.y.

For the 2019-2020 a.y., Bocconi University offers 8 Residence Halls to its students, for a total number of 2,056 room assignments, both reduced rate, determined according to the economic status of the applicant's family, and full rate, distributed as follows:

RESIDENCE HALLS	NUMBER OF BEDS*
<b>BOCCONI</b> Via Bocconi, 12 - Milan	<b>261</b> <ul style="list-style-type: none"> <li>• 13 single rooms with private bathrooms</li> <li>• 248 (including 140 at reduced rate) single rooms with bathroom to be shared with another student</li> </ul>
<b>JAVOTTE</b> Via Giovenale, 4 - Milan	<b>96</b> <ul style="list-style-type: none"> <li>• 8 single rooms with private bathrooms</li> <li>• 88 (including 56 at reduced rate) single rooms with bathroom to be shared with another student</li> </ul>
<b>ARCOBALENO</b> Via F.lli Fraschini, 3 - Milan	<b>351</b> <ul style="list-style-type: none"> <li>• 60 single rooms with private bathrooms</li> <li>• 288 (including 120 at reduced rate) single rooms with bathroom to be shared with another student (some of which are assigned to international exchange students)</li> <li>• 3 single rooms with private bathrooms and kitchenette</li> </ul>
<b>DUBINI</b> Via Vittore Buzzi, 7 - Milan	<b>326</b> <ul style="list-style-type: none"> <li>• 176 (including 48 at reduced rate) single rooms in 4-bedroom apartments with bathrooms to be shared with another student</li> <li>• 140 single rooms in 2-bedroom apartments with bathrooms to be shared with another student</li> <li>• 10 studio apartments also for disabled students with private bathrooms</li> </ul>
<b>SPADOLINI</b> Via G. Spadolini, 12/A - Milan	<b>333</b> <ul style="list-style-type: none"> <li>• 317 (including 15 reduced rate) single rooms in 4-bedroom apartments with bathrooms to be shared with another student</li> <li>• 16 studio apartments also for disabled students with private bathrooms</li> </ul>

<b>ISONZO</b> Viale Isonzo, 23 Milan	<b>213</b> <ul style="list-style-type: none"> <li>• 116 single rooms in a 4 bedroom apartment with bathroom shared with another student</li> <li>• 11 single rooms with private bathroom</li> <li>• 86 (including 44 at reduced rate) single rooms with bathrooms to be shared with another student</li> </ul>
<b>BLIGNY</b> Viale Bligny, 22 Milan	<b>176</b> <ul style="list-style-type: none"> <li>• 112 single rooms in 4-bedroom apartments with bathrooms to be shared with another student</li> <li>• 4 single rooms with private bathrooms</li> <li>• 60 (including 36 at reduced rate) single rooms with bathrooms to be shared with another student</li> </ul>
<b>CASTIGLIONI</b> Via Castiglioni, 8 Milan	<b>300</b> <ul style="list-style-type: none"> <li>• 200 (including 48 at reduced rate) single rooms in 4-bedroom apartments with bathrooms to be shared with another student</li> <li>• 90 single rooms in 2-bedroom apartments with bathrooms to be shared with another student</li> <li>• 10 studio apartments</li> </ul>

\* Rooms for students with disabilities are available in all Bocconi Residence Halls. Single rooms not located within an apartment have access to a kitchen on that floor. Any additions or alterations due to new openings, renovations or organizational changes will be published online.

## 1.2 Housing rates and installments

Housing rates at Bocconi University residence halls vary depending on the type of residence, room and economic status of the student's family.

Details of the rates are published and can be consulted online: [www.unibocconi.eu/housing](http://www.unibocconi.eu/housing) and make up an integral part of these requirements and regulations.

For reduced rates, the rates of the assigned housing service are defined according to the economic status of the applicant's family assessed on the basis of data and documentation submitted by the student. For reduced rate housing, the ISU bracket assigned when initially entering the residence hall is not automatically maintained in subsequent years. Additionally, if a student has an ISEE/ISEEU Certificate with an ISEE/ISEEU value that will result in a rate change (e.g. ISEE/ISEEU Certificate submitted when applying for a 2019-2020 a.y. ISU Bocconi Scholarship) after a reduced rate housing assignment, the student can request a review of the rate applied when assigning housing. Any new rate will be applied starting from the first installment due after such communication and adjusted where applicable.

The office reserves the right to carry out possible further verifications and evaluate potential variations of the ISU bracket applied, as well as to verify, in the way it deems to be most appropriate, the truthfulness and completeness of the submitted documentation.

Please note that students assigned housing at a reduced rate for the 2019-2020 a.y. who submit an ISEE/ISEEU Certificate for the purposes of applying for a 2019-2020 a.y. ISU Bocconi Scholarship, with a value that is not within the limits required for receiving the reduced rate, such students shall forfeit the assignment. If they have already completed check in, they must leave the residence hall on the day after receiving notification by the office, and in any case no later than 31 August 2019 and will not

be entitled to receive the housing deposit.

Housing service rates are re-determined each year based upon the new economic-financial documentation submitted.

By accepting the housing assignment, the student undertakes to complete the following payments:

- the housing rate for the entire agreed-upon period
- the resident activity fee
- the housing deposit which will be returned only after the agreed-upon period.

Please note that:

- **The annual rate** is applied to assignments covering the full academic year, from September to July, and is split into three installments for students' convenience.
- **The first installment** of the annual fee, covering the period September-December, must be paid before check in. Check in must take place by and no later than 6 September 2019. The payment terms of the 2nd and 3rd installment are published online.
- **The monthly rate** is, on the other hand, applied to those who:
  - enter through residual assignments and stay for a period exceeding 10 days;
  - temporarily sublease or take on a sublet housing;

and is calculated as follows:

Monthly rate = [(annual rate / 10) X months of stay]

- **The daily rate** shall be considered for periods of stay of less than 10 days in the same month, and it is calculated as follows:

Daily rate = [(annual rate / 100) X days of stay]

The calculation of the rates applied, what is set out when housing is assigned shall be valid.

- **Resident activity fee:** €20.00 will be added to the first payment made each year for the resident activity fee, along with, at each payment, any costs involved for stamping and shipping the MAV or other payment slip.

The €20.00 contribution paid with the first installment will be used as a cash fund for each residence hall for resident activities and for any planned and unplanned maintenance of the building, furniture and equipment incumbent on the students. The fund may be used at the request of each individual residence hall's student representatives, in agreement with the ISU Bocconi Director.

- **Housing deposit:** A **housing deposit** of €500.00 is required from students who accept a housing assignment, to guarantee that all obligations undertaken by the acceptance are fulfilled.

The housing deposit will not be returned and will be withheld in the event of the student "forfeiting" the housing assignment by not meeting the requirements (enrollment/first-year enrollment in the 2019-2020 a.y. and merit requirements, only for students in years after the first year) that cannot be verified at when the assignment is communicated, according to what is specified in the following sections dedicated to the different housing applications.

After the end of the regular period of assignment, this deposit shall be returned to the student, without

interest, when the student permanently leaves the assigned housing and after all housing payments have been completed, on condition that the student has no outstanding debts to the University or to the management. In addition, if the student does not compensate for any damage caused to residence facilities as well as to returning the room to proper hygienic and sanitary conditions and maintaining the room in good order, the housing deposit may also be used to contribute towards compensating costs incurred.

The housing deposit will not be returned in the case of "early withdrawal" and will be withheld as a **security deposit** as an equivalent to the right to withdraw, as specified in Section 6 at point 6.2 of the Requirements and Regulations.

### 1.3 Who may reside in Bocconi Residence Halls

Students duly enrolled for the 2019-2020 a.y. in a Bachelor of Science, Integrated Master of Arts in Law, Master of Science or PhD program are eligible to stay in one of the university residence halls. In addition, students enrolled for the 2019-2020 a.y. in courses for visiting students, Specialized and SDA Bocconi Master programs are also eligible to stay, but may only apply for the "residual assignments."

In order to submit a housing application, students must verify the specific requirements and methods set out in the sections below dedicated to the various kinds of application.

Students who have already confirmed their housing or are deemed a beneficiary of housing after applying for "New housing admission at a reduced rate" for the 2019-2020 a.y. may not submit an application for "New housing admission at the full rate."

### 1.4 General rules

When staying at the residence halls, students must comply with the rules indicated in these requirements and regulations and the documents signed when accepting the assignment.

For the entire period in which the student is a resident at a Bocconi residence hall, room changes are not allowed. Bocconi University, however, is entitled to transfer the resident, even during the year, to another housing facility at the rate due for the residence hall of destination.

Cohabitation in university housing is governed by the Regulations, which students are deemed to know when submitting the application (available on the website [www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)) and which make up an integral part of these requirements and regulations.

Behavior contrary to the rules of the Regulations may lead to expulsion from the residence hall and a referral to the Disciplinary Committee.

## SECTION 2: HOUSING RENEWAL

### 2.1 REDUCED RATE: RENEWAL APPLICATION

**The housing renewal for students who are currently residents will not be sent automatically; those students must complete the renewal according to the set timescales and methods. Such housing will be lost if a renewal application is not submitted.**

#### 2.1.1 Requirements for submitting an application

Reduced rate housing for the 2019-2020 a.y. will only be available for off-campus students who have already been assigned a reduced rate room when the housing renewal application is opened. Renewal is subject to the real usability of the Residence Hall for the subsequent academic year (e.g. in case of sale of buildings, construction work, or for reasons of force majeure).

Students may only request renewal of the room occupied in the 2018-2019 a.y. and room changes may not be requested. Students wishing to change room and/or residence hall must not submit a renewal application but must instead enter a new application for reduced rate admission (3.1). Room assignments will in any case be subject to the available places.

Students who are enrolled in a year after the first year for the 2019-2020 a.y. can renew their housing, in particular:

- 2<sup>nd</sup> and 3<sup>rd</sup> year of a Bachelor of Science program
- 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> year of an Integrated Master of Arts program
- 2<sup>nd</sup> year of a Master of Science program
- 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year of a PhD program

Students who, in the 2018-2019 a.y., were housed at reduced rate and enrolled in the 3<sup>rd</sup> year of a Bachelor of Science program and who enrol for the 2019-2020 a.y. in the first year of a Bocconi Master of Science program may confirm their reduced rate housing for 2019-2020 a.y. In this case, the merit requirements do not apply and the renewal will only be subject to meeting the economic requirements indicated below.

Students who, in the 2018-2019 a.y., are assigned reduced rate housing after 2 April 2019 may not confirm their housing for the 2019-2020 a.y., but must submit an application for new admission for the 2019-2020 a.y. and must leave the room at the end of the 2018-2019 a.y. assignment.

Students occupying a room on temporary sublet are not entitled to request its renewal but, if interested, they must submit an application for one of the other possibilities indicated by these requirements and regulations.

#### **Reasons for exclusion.**

The reduced rate housing renewal will exclude students who, in the 2019-2020 a.y.:

- are already in possession of a qualification at equivalent or higher level than the program for which the reduced rate housing is requested for the 2019-2020 academic year, achieved in Italy or abroad (including qualifications issued prior to the implementation of Italian Ministerial Decree 509/1999);
- when enrolling in a Master of Science program, have already obtained a four-year qualification higher than Bachelor level;
- enroll in the first year repeating or later, after the regular study program, unless they are in a condition of disability equal to or higher than 66%;
- repeat or have repeated the enrollment in a program year already attended, even for transfers of Bachelor of Science, Integrated Master of Arts, Master of Science or PhD programs or for changes of

- faculty and/or university campus;
- students participating in double degree programs, selected or enrolled in the program by the partner University (DDIB CEU-Bocconi program, Double/Joint Degree programs), as they are not in possession of the requirements provided by the applications requirements and regulations;
  - are beneficiaries of a study scholarship to cover housing costs in Milan;
  - are beneficiaries of a Merit Award that includes free housing;
  - are resident in one of the "on campus" or "commuting" municipalities (available on the website [www.unibocconi.eu/housing](http://www.unibocconi.eu/housing));
  - present an ISEE/ISEEU and/or ISPE/ISPEU higher than the set limits;

Reduced rate housing will only be confirmed, in the presence of the requirements described above, if the economic and merit requirements indicated below are met.

### **Economic requirements**

Students may renew reduced rate housing provided that the following economic requirements are met.

The student's economic status will be identified based upon the ISEE (Equivalent Economic Situation Indicator), issued for benefits to the Right to University Education, and the ISPE (Equivalent Financial Situation Indicator).

The ISEE must be issued in reference to the student's tax code and must not contain "omissions/deformities/discordances."

The ISPE, on the other hand, will be calculated by the University based upon the data provided by INPS, dividing the ISP (Financial Situation Indicator) value by the equivalence scale.

Students (Italian or foreign) not resident in Italy and non-autonomous foreign students who are residents in Italy with a family unit residing abroad must request a replacement indicator of the ISEE and ISPE value for the purpose of "subsidized benefits for the Right to University Education," known as ISEEU/ISPEU parificato. The ISEEU/ISPEU parificato may only be issued by the CAF (Tax Assistance Center) partnered with Bocconi University.

For the purposes of assessing economic status, students shall be considered independent only if **both** of the following requirements are met:

- Residence, as proven by registry data, outside the housing unit of the family of origin for at least two years before the date of application submission, in accommodation that is not owned or in usufruct by one of its members (students are also not independent if they are co-owners of the accommodation with at least one member of the family of origin or if at least one member holds the real right or personal right to use the accommodation).
- Income from employment or similar work, declared for tax purposes for the at least the past two years, not less than €6,500.00 annually. The work may not be performed under the employment of a family member.

If **both** the above conditions are not met – and duly documented – the student is part of the parents' family unit, and therefore the economic and asset condition of the family of origin will be considered when determining ISU Bocconi eligibility and the ISU bracket.

For the 2019-2020 academic year, the approved limits are the following:



- **ISEE/ISEEU parificato no higher than €23,000**
- **ISPE/ISPEU parificato no higher than €50,000**

The assignment of reduced rate housing and the tariffs of the housing service are applied on the basis of the economic status of the applicant's family, assessed in light of the submitted application.

Students in possession of the indicated economic requirements may enjoy reduced rate service tariffs according to the ISU brackets, which are as follows for the 2019-2020 a.y.:

ISU bracket	ISEE/ISEEU parificato value	
1st ISU bracket	from € 0.00	to € 14,420.31
2nd ISU bracket	from € 14,420.32	to € 17,709.34
3rd ISU bracket	from € 17,709.35	to € 23,000.00

If, during later checks, the office identifies omissions or false or untrue declarations revealing a higher ISEE/ISEEU or ISPE/ISPEU than the maximum permitted value, students will be required to pay a sum equal to triple the benefit unduly received and will be referred to Bocconi University's Disciplinary Committee.

Students who are enrolled for the 2018-2019 academic year in the first year of a Bachelor of Science, Integrated Master of Arts or Master of Science program and residents at reduced rate in the 2018-2019 a.y. and who submit, for the 2019-2020 a.y., an ISEE/ISEEU higher than €23,000 and/or an ISPE/ISPEU higher than €50,000 may not confirm their reduced rate housing, but may request renewal of full rate housing according to the terms scheduled for the full rates.

If after the assignment of a reduced rate room a student has an ISEE/ISEEU Certificate with an ISEE/ISEEU value that will result in a rate change (e.g. ISEE/ISEEU Certificate submitted when applying for a 2019-2020 a.y. ISU Bocconi Scholarship), the student can request a review of the rate applied when assigning housing. Any new rate will be applied starting from the first installment due after such request of revision and adjusted where applicable.

The office reserves the right to carry out possible further verifications and evaluate potential variations of the ISU bracket applied, as well as to verify, in the way it deems to be most appropriate, the truthfulness and completeness of the submitted documentation.

Please note that students assigned housing at a reduced rate for the 2019-2020 a.y. who submit an ISEE/ISEEU Certificate for the purposes of applying for a 2019-2020 a.y. ISU Bocconi Scholarship, with a value that is not within the limits required for receiving the reduced rate, such students shall forfeit the assignment. If they have already completed check in, they must leave the residence hall on the day after receiving notification by the office, and in any case no later than 31 August 2019 and will not be entitled to receive the housing deposit.

For applicant students who are **citizens of non-European Union member states**, whose family unit holds assets at 31 December 2018 or has produced income in 2017 in countries other than Italy, in accordance with the Decree of the Regional Council 2019, Italian Legislative Decree 286/98 and Italian Presidential Decree August 31, 1999 no. 394, **declarations certifying income of less than 5,954 Euro per annum will not be deemed valid** for suitability purposes as they are incompatible with the immigration rules.

### Merit requirements

Students enrolling for the 2019-2020 a.y. after the first year and wishing to confirm their housing must also, in addition to the economic requirements, meet the merit requirements indicated below.

<b>Bachelor of Science (BSc) and Integrated Master of Arts (Law)</b>	<b>Credits required at 10 August 2019</b>	<b>Maximum useable bonus (if not used in previous years)</b>
Renewal for 2nd year	49	5
Renewal for 3rd year	95	12
Renewal for 4th year (Law)	150	15
Renewal for 5th year (Law)	220	15
<b>Master of Science programs</b>	<b>Credits required at 10 August 2019</b>	<b>Maximum useable bonus (if not used in previous years)</b>
Renewal for 2nd year	50	15

Please note that the number of credits needed to access the ranking will be calculated based on the credits required for each past academic year, starting with the absolute first-year of enrollment<sup>1</sup>. This rule is also applied to anyone who has interrupted the normal progression of the attended years of the program (e.g. students who repeat or have repeated a year of the program, also after a withdrawal from studies or transferring from another university or changing type of degree program or faculty and other interruptions), except for cases of "temporary interruption".

Please note that merit criteria for students with disabilities equal to or greater than 66% may diverge up to a maximum of 40% from the criteria set out in these Regulations. As an exception, these students may renew their housing even if enrolled for the first time *fuori corso* for the 2019-2020 a.y.

Please also note that PhD students who meet the economic requirements can renew their housing for the 2019-2020 a.y. if they have been regularly admitted for the 2019-2020 a.y.

**For program changes, for calculating merit, only credits valid for the study program for which the benefit is requested or for the Bachelor of Science, Master of Science or Integrated Master program in which the student is enrolled in the 2019-2020 a.y. will be considered.**

To achieve the minimum merit requirements, all students enrolled in program years after the first may use, in addition to the credits actually achieved, a "bonus" by the following methods:

- If students have never used the bonus, they may claim bonus credits as indicated in the table. Using the bonus interrupts the right to accrue additional bonus credits.
- If students have already used the bonus, they may in any case benefit from any residual credits not used in the year in which the bonus was used.

Students enrolled in Master of Science programs may use the residual bonus not used during the Bachelor program. The bonus is 15 credits if it has never been used during the Bachelor of Science program.

Students are responsible for checking that the credits obtained are actually registered by 10 August

<sup>1</sup> The absolute first year of enrollment shall be understood as any academic year of first enrollment in any kind of degree program (even if different from the one attended in AY 2019-20) which required the same education qualification as the one needed to access the attended program in AY 2019-20, in any University in Italy or abroad, even if the program has not been completed.

2019 and for enrolling in the academic year by the deadline set by the Academic Affairs. For anyone who does not meet the conditions described above after a verification completed by the Office, the assignment is lost and students who have already checked-in must leave the housing on the day after receiving notification by the office, and in any case no later than 31 August 2019 and will not be entitled to receive the housing deposit.

Only students assigned housing who meet the conditions outlined in Section 6 (point 6.1) in these Requirements and Regulations may exercise the right of "special early withdrawal."

Students who have lost their housing due to insufficient academic merit may submit an application for "new admission - residual assignments"; if they are assigned a reduced rate room commencing from October they will pay the monthly rate scheduled for their ISU bracket. Applications will only be considered if there is actual room availability.

### **2.1.2 Timescales, how to submit an application, required documentation and assignment**

Regarding timescales, how to submit an application, required documentation and publication of assignments, reference should be made to the information published on the website ([www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)) in the webpages dedicated to this specific application and which make up an integral part of these requirements and regulations.

Applications submitted after the deadline and/or following a different procedure as the one outlined on the website and/or supported by incomplete documentation will not be considered valid for the purpose of housing assignment.

## 2.2 FULL RATE: RENEWAL APPLICATION

**The housing renewal for students who are currently residents will not be sent automatically; those students must complete the renewal according to the set timescales and methods. Such housing will be lost if a renewal application is not submitted.**

### 2.2.1 Requirements for submitting application

Reduced rate housing for the 2019-2020 a.y. will only be available for off-campus students who have already been assigned a full rate room when the housing renewal application is opened. Renewal is subject to the real usability of the Residence Hall for the subsequent academic year (e.g. in case of sale of buildings, construction work, or for reasons of force majeure).

Students may only request renewal of the room occupied in the 2018-2019 a.y. and room changes may not be requested. Students wishing to change room and/or residence hall must not submit a renewal application but must instead enter a new application for reduced rate admission (3.1). Room assignments will in any case be subject to the available places.

Students enrolled for the 2019-2020 a.y. in the second year of a regular program of a Bachelor of Science, Integrated Master of Arts, Master of Science or PhD program may renew their housing if they meet the merit requirements.

Full rate students enrolled for the 2018-2019 a.y. in the second year of the program may not request renewal for subsequent years.

Students enrolled in the 1st year of a Bachelor of Science, Integrated Master of Arts or Master of Science program in the 2018-2019 a.y. who, in the same academic year, are assigned full rate housing after 2 April 2019 may not confirm their housing for the 2019-2020 a.y.; they may submit a new admission application and must leave their housing at the end of the assignment for the 2018-2019 a.y.

Students occupying a room on temporary sublet are not entitled to request its renewal but, if interested, they must submit an application for one of the other possibilities indicated by these requirements and regulations.

#### Reasons for exclusion

The full rate housing assignment will be excluded for students who, in the 2019-2020 a.y.:

- repeat or have repeated the enrollment in a program year already attended, even for transfers of Bachelor, Integrated Master, Master of Science or PhD programs or for changes of faculty and/or university campus;
- students participating in double degree programs, selected or enrolled in the program by the partner University (DDIB CEU-Bocconi program, Double/Joint Degree programs), as they are not in possession of the requirements provided by the application requirements and regulations;
- are beneficiaries of a Merit Award that includes free housing;
- are resident in one of the "on campus" or "commuting" municipalities (list available on the website [www.unibocconi.eu/housing](http://www.unibocconi.eu/housing));
- students who in the 2019-2020 a.y. enroll in years after the second of a Bachelor of Science, Integrated Master of Arts or PhD program.

#### Merit requirements

Students enrolling for the 2019-2020 a.y. in their second year of a Bachelor of Science, Integrated Master of Arts or Master of Science program and wishing to confirm their housing must also meet the merit requirements indicated below.

<b>Renewal for 2019-2020 a.y.</b>	<b>Credits required at 10 August 2019</b>	<b>Maximum useable bonus (if not used in previous years)</b>
Renewal for 2nd year of a Bachelor of Science or Integrated Master of Arts program	49	5
Renewal for 2nd year of a Master of Science program	50	15

Please note that the number of credits needed to access the ranking will be calculated based on the credits required for each past academic year, starting with the absolute first-year of enrollment<sup>2</sup>. This rule is also applied to anyone who has interrupted the normal progression of the attended years of the program (e.g. students who repeat or have repeated a year of the program, also after a withdrawal from studies or transferring from another university or changing type of degree program or faculty and other interruptions), except for cases of "temporary interruption".

Students with disabilities equal or greater than 66% are the sole exception, who may also request housing renewal in years after the first *fuori corso* year.

Please note that merit criteria these students may diverge up to a maximum of 40% from the criteria set out in these Regulations.

Please also note that PhD students who meet the economic requirements can renew their housing for the 2019-2020 a.y. if they have been regularly admitted for the 2019-2020 a.y.

**For program changes, for calculating merit, only credits valid for the study program for which the benefit is requested or for the Bachelor of Science, Master of Science or Integrated Master program in which the student is enrolled in the 2019-2020 a.y. will be considered.**

To achieve the minimum merit requirements, all students enrolled in program years after the first may use, in addition to the credits actually achieved, a "bonus" by the following methods:

- If students have never used the bonus, they may claim bonus credits as indicated in the table. Using the bonus interrupts the right to accrue additional bonus credits.
- If students have already used the bonus, they may in any case benefit from any residual credits not used in the year in which the bonus was used.

Students are responsible for checking that the credits obtained are actually registered by 10 August 2019 and for enrolling in the academic year by the deadline set by the Academic Affairs. For anyone who does not meet the conditions described above after a verification completed by the Office, the assignment is lost and students who have already checked-in must leave the housing on the day after receiving notification by the office, and in any case no later than 31 August 2019 and will not be entitled to receive the housing deposit.

<sup>2</sup> The absolute first year of enrollment shall be understood as any academic year of first enrollment in any kind of degree program (even if different from the one attended in AY 2019-20) which required the same education qualification as the one needed to access the attended program in AY 2019-20, in any University in Italy or abroad, even if the program has not been completed.

Only students assigned housing who meet the conditions outlined in Section 6 (point 6.1) in these Requirements and Regulations may exercise the right of “special early withdrawal.”

Students who have lost their housing due to insufficient academic merit may submit an application for “new admission - residual assignments”; if they are assigned a reduced rate room commencing from October they will pay the monthly rate scheduled for their ISU bracket. Applications will only be considered if there is actual room availability.

### **2.2.2 Timescales, how to submit an application and assignment**

Regarding timescales, how to submit an application, required documentation and publication of assignments, reference should be made to the information published on the website ([www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)) in the webpages dedicated to this specific application and which make up an integral part of these requirements and regulations.

Applications submitted after the deadline and/or following a different procedure as the one outlined on the website and/or supported by incomplete documentation will not be considered valid for the purpose of housing assignment.

## SECTION 3: NEW HOUSING ADMISSION – FIRST ASSIGNMENTS

### 3.1 REDUCED RATE: NEW ADMISSION APPLICATION FOR FIRST YEAR STUDENTS AND LATER YEARS

#### 3.1.1 Requirements for submitting an application

In addition to what is defined in point 1.3, off-campus students in possession of the economic and merit requirements indicated below may submit an application for reduced rate housing. The assignment will be made based upon the ranking.

The assignment ranking order for new admission students will be constructed as follows:

1. new admission students in a situation of disability, with invalidity equal to or greater than 66%
2. first year students in the 1st, 2nd or 3rd ISU bracket based upon the ISEE/ISEEU indicator for subsidized benefits for the right to university Education;
3. students in years after the first in the 1st, 2nd or 3rd ISU bracket based upon the academic merit achieved (3.1.1).

There is also a reserve for PhD students: only for housing intended for new reduced rate admissions, there will be a reserve of 4 places exclusively for students enrolled on PhD programs, as follows:

- 1 for the first program year
- 1 for the second program year
- 1 for the third program year
- 1 for the fourth program year

If those students request reduced rate housing and are eligible in accordance with these requirements and regulations, they may apply exclusively for the assignment of housing included in that reserve.

It is specified that students may submit a reduced rate new admission application for first year students provided they are enrolled for the first time ever in the 2019-2020 AY at Bocconi University.

Therefore students enrolling in the first year in the 2019-2020 a.y. at Bocconi University in a Bachelor of Science, Integrated Master of Arts or Master of Science program coming from another University (who transferred with or without credit recognition) regardless of the number of credits recognized by Bocconi University may not submit an application for new admission to reduced rate housing. These students must submit an application for new housing admission – residual assignments (Section 4).

#### **Reasons for exclusion.**

Assignment of reduced rate housing will exclude students who, in the 2019-2020 a.y.:

- are already in possession of a qualification at equivalent or higher level than the program for which the reduced rate housing is requested for the 2019-2020 academic year, achieved in Italy or abroad (including qualifications issued prior to the implementation of Italian Ministerial Decree 509/1999);
- when enrolling in a Master of Science program, have already obtained a four-year qualification higher than Bachelor level;
- enroll in the first year repeating or later, after the regular study program, unless they are in a condition of disability equal to or higher than 66%;

### 3.1 REDUCED RATE: NEW ADMISSION APPLICATION FOR FIRST YEAR STUDENTS AND LATER YEARS

- repeat or have repeated the enrollment in a program year already attended, even for transfers of Bachelor of Science, Integrated Master of Arts, Master of Science or PhD programs or for changes of faculty and/or university campus;
- students participating in double degree programs, selected or enrolled in the program by the partner University (DDIB CEU-Bocconi program, Double/Joint Degree programs), as they are not in possession of the requirements provided by the applications requirements and regulations;
- are beneficiaries of a study scholarship to cover housing costs in Milan;
- are beneficiaries of a Merit Award that includes free housing;
- present an ISEE/ISEEU and/or ISPE/ISPEU higher than the set limits;
- enroll in the first year at Bocconi University to a Bachelor, Master of Science or Integrated Master of Arts in law program but are transferring from another University (with or without credit recognition request) independently from the number of credits that will be recognized by Bocconi University. In this case, students might submit a housing new admission application in the residual assignment phase, at the end of the housing assignments (section 4).

#### **Economic requirements**

Students may request reduced rate housing provided that they meet the economic requirements indicated below.

The student's economic status will be identified based upon the ISEE issued for benefits for the Right to University Education, and the ISPE.

The ISEE must be issued in reference to the student's tax code and must not contain "omissions/deformities/discordances".

The ISPE, on the other hand, will be calculated by the University based upon the data provided by INPS dividing the ISP (Financial Situation Indicator) value by the equivalence scale.

Students (Italian or foreign) not resident in Italy and non-autonomous foreign students residing in Italy with a family unit residing abroad must request a replacement indicator of the ISEE and ISPE value for the purpose of "subsidized benefits for the Right to University Education" known as ISEEU/ISPEU parificato. The ISEEU/ISPEU parificato may only be issued by the CAF (Tax Assistance Center) partnered with Bocconi University.

For the purposes of assessing economic status, students shall be considered independent only if **both** of the following requirements are met:

- Residence, as proven by registry data, outside the housing unit of the family of origin for at least two years before the date of application submission, in accommodation that is not owned or in usufruct by one of its members (students are also not independent if they are co-owners of the accommodation with at least one member of the family of origin or if at least one member holds the real right or personal right to use the accommodation).
- Income from employment or similar work, declared for tax purposes for the at least the past two years, not less than €6,500.00 annually. The work may not be performed under the employment of a family member.

If **both** the above conditions are not met – and duly documented – the student is part of the parents' family unit, and therefore the economic and asset condition of the family of origin will be considered when determining ISU Bocconi eligibility and the ISU Bocconi bracket.



### 3.1 REDUCED RATE: NEW ADMISSION APPLICATION FOR FIRST YEAR STUDENTS AND LATER YEARS

For the 2019-2020 academic year, the approved limits are the following:

- **ISEE/ISEEU parificato no higher than €23,000**
- **ISPE/ISPEU parificato no higher than €50,000**

The assignment of reduced rate housing and the tariffs of the housing service are applied on the basis of the economic status of the applicant's family, assessed in light of the submitted application.

Students in possession of the indicated economic requirements may enjoy reduced rate service tariffs according to the ISU brackets, which are as follows for the 2019-2020 a.y.:

ISU bracket	ISEE/ISEEU parificato value	
1st ISU bracket	from € 0.00	to € 14,420.31
2nd ISU bracket	from € 14,420.32	to € 17,709.34
3rd ISU bracket	from € 17,709.35	to € 23,000.00

If, during later checks, the office identifies omissions or false or untrue declarations revealing a higher ISEE/ISEEU or ISPE/ISPEU than the maximum permitted value, students will be required to pay a sum equal to triple the benefit unduly received and will be referred to Bocconi University's Disciplinary Committee.

Students who present an ISEE/ISEEU higher than €23,000 and/or an ISPE/ISPEU higher than €50,000 may not be assigned reduced rate housing and will automatically be excluded from the ranking. Applicants may then submit a full rate housing application according to the set timescales and methods.

If a student has an ISEE/ISEEU Certificate with an ISEE/ISEEU value that will result in a rate change (e.g. ISEE/ISEEU Certificate submitted when applying for a 2019-2020 a.y. ISU Bocconi Scholarship) after a reduced rate housing assignment, the student can request a review of the rate applied when assigning housing. Any new rate will be applied starting from the first installment due after such communication and adjusted where applicable.

The office reserves the right to carry out possible further verifications and evaluate potential variations of the ISU bracket applied, as well as to verify, in the way it deems to be most appropriate, the truthfulness and completeness of the submitted documentation.

Please note that students assigned housing at a reduced rate for the 2019-2020 a.y. who submit an ISEE/ISEEU Certificate for the purposes of applying for a 2019-2020 a.y. ISU Bocconi Scholarship, with a value that is not within the limits required for receiving the reduced rate, such students shall forfeit the assignment. If they have already completed check in, they must leave the residence hall on the day after receiving notification by the office, and in any case no later than 31 August 2019 and will not be entitled to receive the housing deposit.

For applicant students who are **citizens of non-European Union member states**, whose family unit holds assets at December 31, 2018 or has produced income in 2017 in countries other than Italy, in accordance with the Decree of the Regional Council 2019, Italian Legislative Decree 286/98 and Italian Presidential Decree August 31, 1999 no. 394, **declarations certifying income less than 5,954 Euro per annum will not be deemed valid** for suitability purposes as they are incompatible with the

immigration rules. Those students may not be assigned reduced rate housing and will be automatically excluded from the ranking. Applicants may then submit full rate housing applications according to the set timescales and methods.

### Merit requirements

Students who are enrolled in the first year in 2019-2020 a.y. do not have to meet the merit requirements. Only Bocconi students enrolled in the third year of a Bachelor of Science program in the 2018-2019 a.y. who intend to submit an admissions application for a Master of Science program for the 2019-2020 a.y. may submit a new admission application for reduced rate housing even if the admission outcome has not yet been communicated. If not admitted to the first year of the Master of Science program for the 2019-2020 a.y., the student must withdraw from any housing assignment as stated in section 6.

Only students who enroll for the 2019-2020 a.y. in a year after the first and who wish to apply for reduced rate housing must meet, in addition to the economic requirements, also the merit requirements indicated below.

<b>Bachelor of Science programs (BSc) and Integrated Master of Arts programs (Law)</b>	<b>Credits required at August 10, 2019</b>	<b>Max usable bonus (if not used in previous years)</b>
New admission for 2nd year	49	5
New admission for 3rd year	95	12
New admission for 4th year (Law)	150	15
New admission for 5th year (Law)	220	15
<b>Master of Science programs</b>	<b>Credits required at August 10, 2019</b>	<b>Max usable bonus (if not used in previous years)</b>
New admission for 2nd year	50	15

Please note that the number of credits needed to access the ranking will be calculated based on the credits required for each past academic year, starting with the absolute first-year of enrollment<sup>3</sup>.

This rule is also applied to anyone who has interrupted the normal progression of the attended years of the program (e.g. students who repeat or have repeated a year of the program, also after a withdrawal from studies or transferring from another university or changing type of degree program or faculty and other interruptions), except for cases of "temporary interruption".

Please note that merit criteria for students with disabilities equal to or greater than 66% may diverge up to a maximum of 40% from the criteria set out in these Regulations. As an exception, these students may renew their housing even if enrolled for the first time *fuori corso* for the 2019-2020 a.y.

Please also note that PhD students who meet the economic requirements can renew their housing for the 2019-2020 a.y. if they have been regularly admitted for the 2019-2020 a.y.

<sup>3</sup> The absolute first year of enrollment shall be understood as any academic year of first enrollment in any kind of degree program (even if different from the one attended in AY 2019-20) which required the same education qualification as the one needed to access the attended program in AY 2019-20, in any University in Italy or abroad, even if the program has not been completed.

**For program changes, for calculating merit, only credits valid for the study program for which the benefit is requested or for the Bachelor of Science, Master of Science or Integrated Master program in which the student is enrolled in the 2019-2020 a.y. will be considered.**

To achieve the minimum merit requirements, all students enrolled in program years after the first may use, in addition to the credits actually achieved, a "bonus" by the following methods:

- If students have never used the bonus, they may claim bonus credits as indicated in the table. Using the bonus interrupts the right to accrue additional bonus credits.
- If students have already used the bonus, they may in any case benefit from any residual credits not used in the year in which the bonus was used.

Students enrolled in Master of Science programs may use the residual bonus not used during the Bachelor program. The bonus is 15 credits if it has never been used during the Bachelor of Science program.

Students are responsible for checking that the credits obtained are actually registered by 10 August 2019 and for enrolling in the academic year by the deadline set by the Academic Affairs.. For anyone who does not meet the conditions described above after a verification completed by the Office, the assignment is lost and students who have already checked-in must leave the housing on the day after receiving notification by the office, and in any case no later than 31 August 2019 and will not be entitled to receive the housing deposit.

Only for Bocconi students enrolled in the 2018-2019 a.y. in the third year of a Bachelor of Science program who have submitted an application for admission to a Master of Science program for the 2019-2020 a.y. and have been assigned reduced rate housing, by the end of August, the Office will verify whether 2019-2020 a.y. enrollment requirements are met as this could not be verified when assigning the room.

For anyone who does not meet the conditions described above after a verification completed by the Office, the assignment is lost and students who have already checked-in must leave the housing on the day after receiving notification by the office, and in any case no later than 31 August 2019 and will not be entitled to receive the housing deposit.

Only students assigned housing who meet the conditions outlined in Section 6 (point 6.1) in these Requirements and Regulations may exercise the right of "special early withdrawal."

Students who have lost their housing due to insufficient academic merit may submit an application for "new admission - residual assignments"; if they are assigned a reduced rate room commencing from October they will pay the monthly rate scheduled for their ISU bracket. Applications will only be considered if there is actual room availability.

#### **3.1.2 Timescales, how to submit an application, required documentation and assignment**

Regarding timescales, how to submit an application, required documentation and publication of assignments, reference should be made to the information published on the website ([www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)) in the webpages dedicated to this specific application and which make up an integral part of these requirements and regulations.

Applications submitted after the deadline and/or following a different procedure as the one outlined on the website and/or supported by incomplete documentation will not be considered valid for the purpose of housing assignment.

## 3.2 FULL RATE: NEW ADMISSION APPLICATION FOR FIRST YEAR STUDENTS

For new admission applications for first year students at full rate for the 2019-2020 a.y., rooms not previously occupied with the assignment rounds are made available.

### 3.2.1 Requirements for submitting an application

Students in possession of the requirements established in point 1.3 may submit the new admission to full rate housing application.

Only Bocconi students enrolled in the third year of a Bachelor of Science program in the 2018-2019 a.y. who intend to submit an admissions application for a Master of Science program for the 2019-2020 a.y. may submit a new admission application for reduced rate housing even if the admission outcome has not yet been communicated. If not admitted to the first year of the Master of Science program for the 2019-2020 a.y., the student must withdraw from any housing assignment as stated in section 6.

Please note that students enrolling **for the first time ever in the first year** of the 2019-2020 a.y. of the following programs may submit the new full rate admission application defined here:

- a Bachelor of Science program;
- an Integrated Master of Arts program;
- a Master of Science program;
- a PhD program at Bocconi University.

Only students with a disability equal to or greater than 66% may submit an application irrespective of the municipality of residence.

Please note that students enrolling in the first year in the 2019-2020 a.y. at Bocconi University in a Bachelor of Science, Integrated Master of Arts or Master of Science program coming from another University (who transferred with or without credit recognition) regardless of the number of credits recognized by Bocconi University may not submit an application for new admission to full rate housing. These students must submit an application for new housing admission – residual assignments (Section 4).

#### **Reasons for exclusion**

The full rate housing assignment will exclude students who, in the 2019-2020 a.y.:

- are already in possession of a qualification of equivalent or higher level than the program for which the full rate housing is requested for the 2019-2020 academic year, achieved in Italy or abroad (including qualifications issued prior to the implementation of Italian Ministerial Decree 509/1999);
- enrolling in a Master of Science program, have already obtained a four-year qualification higher than Bachelor level;
- repeat or have repeated the enrollment in a program year already attended, even for transfers of Bachelor of Science, Integrated Master of Arts, Master of Science or PhD programs or for changes of faculty and/or university campus;
- students participating in double degree programs, selected or enrolled in the program by the partner University (DDIB CEU-Bocconi program, Double/Joint Degree programs), as they are not in possession of the requirements provided by the application requirements and regulations;
- are resident in one of the "on campus" or "commuting" municipalities in accordance with Attachment D;
- enroll in a year after the first in the 2019-2020 a.y.
- enroll in the first year at Bocconi University to a Bachelor, Master of Science or Integrated Master of Arts in law program but are transferring from another University (with or without credit recognition)

request) independently from the number of credits that will be recognized by Bocconi University. In this case, students might submit a housing new admission application in the residual assignment phase, at the end of the housing assignments (section 4).

Only for Bocconi students enrolled in the 2018-2019 a.y. in the third year of a Bachelor of Science program who have submitted an application for admission to a Master of Science program for the 2019-2020 a.y. and have been assigned full rate housing, by the end of August, the Office will verify whether 2019-2020 a.y. enrollment requirements are met as this could not be verified when assigning the room.

For anyone who does not meet the conditions described above after a verification completed by the Office, the assignment is lost and students who have already checked-in must leave the housing on the day after receiving notification by the office, and in any case no later than 31 August 2019 and will not be entitled to receive the housing deposit.

Only students assigned housing who meet the conditions outlined in Section 6 (point 6.1) in these Requirements and Regulations may exercise the right of "special early withdrawal."

Students enrolled in the first year of a program in the 2019-2020 a.y. who have been assigned full-rate housing may renew housing in subsequent years based on what is set out in the renewal applications for the 2020-2021 a.y.

#### **3.2.2 Timescales, how to submit an application and assignment**

Regarding timescales, how to submit an application, required documentation and publication of assignments, reference should be made to the information published on the website ([www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)) in the webpages dedicated to this specific application and which make up an integral part of these requirements and regulations.

Applications submitted after the deadline and/or following a different procedure as the one outlined on the website and/or supported by incomplete documentation will not be considered valid for the purpose of housing assignment.

### 3.3 FULL RATE: NEW ADMISSION APPLICATION FOR LATER YEARS

For new admission applications for later years at the full rate, approximately 150 rooms not previously occupied by renewals and already completed new admissions are made available.

#### 3.3.1 Requirements for submitting an application

Off campus students in possession of the requirements established in point 1.3 may submit the application for new full rate housing admission for the 2019-2020 a.y.

The application for new full rate admission defined here may be submitted by students:

- enrolling for the first time **in the 2019-2020 a.y. in a regular program year after the first of:**
  - a Bachelor of Science program;
  - an Integrated Master of Arts program;
  - a Master of Science program;
  - a PhD program at Bocconi University.
- and who have not already been assigned housing for the 2019-2020 a.y.

Please note that students enrolling in the first year in the 2019-2020 a.y. at Bocconi University in a Bachelor of Science, Integrated Master of Arts or Master of Science program coming from another University (who transferred with or without credit recognition) regardless of the number of credits recognized by Bocconi University may not submit an application for new admission to full rate housing. These students must submit an application for new housing admission – residual assignments (Section 4).

Only students with disability equal to or greater than 66% may submit an application irrespective of the municipality of residence.

#### Reasons for exclusion

The full rate housing assignment will exclude students who, in the 2019-2020 a.y.:

- are already in possession of a qualification of equivalent or higher level than the program for which the full rate housing is requested for the 2019-2020 academic year achieved in Italy or abroad (including qualifications issued prior to the implementation of Italian Ministerial Decree 509/1999);
- enrolling on a Master degree program, have already obtained a four-year qualification higher than Bachelor level;
- repeat or have repeated the enrollment in a program year already attended, even for transfers of Bachelor of Science, Integrated Master of Arts, Master of Science or PhD programs or for changes of faculty and/or university campus;
- students participating in double degree programs, selected or enrolled in the program by the partner University (DDIB CEU-Bocconi program, Double/Joint Degree programs), as they are not in possession of the requirements provided by the application requirements and regulations;
- are resident in one of the “on campus” or “commuting” municipalities in accordance with Attachment D.
- enroll in the first year at Bocconi University to a Bachelor, Master of Science or Integrated Master of Arts in law program but are transferring from another University (with or without credit recognition request) independently from the number of credits that will be recognized by Bocconi University. In this case, students might submit a housing new admission application in the residual assignment phase, at the end of the housing assignments (section 4).

**Merit requirements verified only for students enrolled in the second regular year in the 2019-2020 a.y.** Students enrolling for the 2019-2020 a.y. in their second year of a Bachelor of Science, Integrated Master of Arts or Master of Science program and wishing to submit an application for new admission to housing must also meet the merit requirements indicated below.

New admission for 2019-2020 a.y.	Credits required at 10 August 2019	Maximum useable bonus (if not used in previous years)
New admission for 2nd year of a Bachelor of Science or Integrated Master of Arts program	49	5
New admission for 2nd year of a Master of Science program	50	15

Please note that merit criteria for students with disabilities equal to or greater than 66% may diverge up to a maximum of 40% from the criteria set out in these Regulations. As an exception, these students may renew their housing even if enrolled for the first time *fuori corso* for the 2019-2020 a.y.

Please also note that PhD students who meet the economic requirements can renew their housing for the 2019-2020 a.y. if they have been regularly admitted for second year in the 2019-2020 a.y.

**For program changes, for calculating merit, only credits valid for the study program for which the benefit is requested or for the Bachelor of Science, Master of Science or Integrated Master program in which the student is enrolled in the 2019-2020 a.y. will be considered.**

To achieve the minimum merit requirements, all students enrolled in program years after the first may use, in addition to the credits actually achieved, a "bonus" by the following methods:

- If students have never used the bonus, they may claim bonus credits as indicated in the table. Using the bonus interrupts the right to accrue additional bonus credits.
- If students have already used the bonus, they may in any case benefit from any residual credits not used in the year in which the bonus was used.

Students are responsible for checking that the credits obtained are actually registered by 10 August 2019 and for enrolling in the academic year by the deadline set by the Academic Affairs. For anyone who does not meet the conditions described above will lose the assignment and students who have already checked-in must leave the housing on the day after receiving notification by the office, and in any case no later than 31 August 2019 and will not be entitled to receive the housing deposit of €500.00.

Only students assigned housing who meet the conditions outlined in Section 6 (point 6.1) in these Requirements and Regulations may exercise the right of "special early withdrawal."

Students who have lost their housing due to insufficient academic merit may submit an application for "new admission - residual assignments" commencing from October. Applications will only be considered if there is actual room availability.

Students enrolled in the 2019-2020 a.y. in a program year after the first and assigned of full rate housing for the 2019-2020 a.y. following this application (3.3), must check in the 2020-2021 a.y. application requirements and regulations the possibilities of obtaining/confirming housing for the 2020-2021 a.y.

### **3.3.2 Timescales, how to submit an application and assignment**

Regarding timescales, how to submit an application, required documentation and publication of assignments, reference should be made to the information published on the website ([www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)) in the webpages dedicated to this specific application and which make up an integral part of these requirements and regulations.

Applications submitted after the deadline and/or following a different procedure as the one outlined on the website and/or supported by incomplete documentation will not be considered valid for the purpose of housing assignment.



## SECTION 4: NEW HOUSING ADMISSION – RESIDUAL ASSIGNMENTS

Any rooms available at the end of assignments will be once again available to all students, both first-year students and students enrolled in later years, in the dedicated housing reservation procedure.

### 4.1 Requirements for submitting an application

**All students**, irrespective of their home address, academic merit, year of program enrollment and family economic status, may submit a new admission application to compete for the residual housing assignments, if they are **enrolled for the 2019-2020 a.y.** in:

- a Bachelor of Science program, Integrated Master of Arts program, Master of Science program or PhD
- Specialized and SDA Bocconi Master programs, and courses for visiting students.

Students who are residents in “resident” and “commuting” municipalities may therefore also request housing (list available online at [www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)).

On the other hand, students already assigned housing for the 2019-2020 a.y., in one of the previous admission phases, may not submit a new admission application for the residual assignments.

Please note that students assigned a type of housing provided also at reduced rate may ask the Office to benefit from the reduced rate only if they are assignees of an ISU bracket after the publication of the final ranking of the ISU Bocconi scholarship for the 2019-2020 a.y. as long as the student meets the financial requirements for assignment of reduced rate housing.

Students who become assignees in this phase for the 2019-2020 a.y., later wishing to confirm the room in subsequent academic years, must comply with all merit, income and residence requirements in place at that time for each separate housing admission method.

### 4.2 Timescales and methods for submitting application and assignment

Regarding timescales, how to submit an application, required documentation and publication of assignments, reference should be made to the information published on the website ([www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)) in the webpages dedicated to this specific application and which make up an integral part of these requirements and regulations.

Applications submitted after the deadline and/or following a different procedure as the one outlined on the website and/or supported by incomplete documentation will not be considered valid for the purpose of housing assignment.

## SECTION 5: TEMPORARY SUBLEASE

Students housed in Bocconi residence halls and taking part in the 2019-2020 a.y. in an Exchange Program or Free Mover or an off-campus internship recognized by Bocconi University, may ask to make their housing available to another student, duly enrolled at Bocconi University in a Bachelor of Science, Integrated Master of Arts or Master of Science program, during the period in which they are performing the international experience.

Participation in the international mobility or internship program will be checked by the offices.

Students in the international mobility or internship program are responsible for identifying and indicating the name of a Bocconi student interested in temporarily occupying the housing for the sole duration of the international program.

The housing may be transferred only for full months.

Students temporarily occupying the housing are not required to meet the merit and income requirements.

For full rate rooms, the students taking over will pay for the housing exclusively at full rate (monthly rate).

For reduced rate rooms, the students taking over will pay:

- the monthly rate relating to the ISU bracket, if already assigned or being assigned (according to the rules of the 2019-2020 ISU requirements and regulations) for the 2019-2020 a.y. and provided that the student meets the economic requirements for assignment of reduced rate housing;
- or the full rate.

For students participating in the international mobility or internship program during the 2019-2020 a.y. the overall boarding fee for the housing will be determined based upon the monthly rate.

### 5.1 – Timescales and how to submit application for temporary sublease of housing

Only 2019-2020 assignees who meet all merit and/or income requirements and are enrolled in the academic year as defined above may apply.

If the requirements are not met and the assignment is later revoked, the transfer is considered to be annulled.

Students transferring their rooms are responsible for any non-payments and are required to refund the University.

The temporary sublease application may be submitted according to the methods made available online and only during the following periods:

- **from 9 July 2019 to 19 July 2019** (by students completing the international experience in the I or II semester 2019-2020 a.y.);
- **from 12 November 2019 to 22 November 2019** (only by students completing the international experience in the II semester 2019-2020 a.y.).

## SECTION 6: WITHDRAWAL

By accepting the housing, students undertake to always pay the following:

- the boarding fee for the entire agreed period;
- the resident activity fee;
- the housing deposit which will be reimbursed only at the end of the agreed period (timelines and methods are described on the website).

The only exceptions are defined below as “special early withdrawal,” “early withdrawal,” and “early withdrawal due to graduation or internship.”

### 6.1 Special Early Withdrawal

Students can withdraw in advance who submit a “special early withdrawal” application **during the period 9-19 July 2019** and who:

- are Bachelor of Science students at Bocconi and, though they participated in the admissions process for a Master of Science program for the 2019-2020 a.y., were not admitted

*or*

- are enrolled in the first year of a Bachelor of Science, Integrated Master of Arts (Law) or Master of Science program in the 2019-2020 a.y. and withdraw from the program within the same deadline for submitting special early withdrawal

*or*

- have confirmed housing but believes he/she will not reach the required credits for renewal. The number of credits less than required by the regulations must be reported by the students and verified by the office after 10 August 2019

Withdrawal applications submitted in this manner will result in the cancelation of the housing assignment starting on the date the application was submitted.

Students who are included in one of these cases will receive a reimbursement of the housing deposit and will not be required to pay subsequent installments.

### 6.2 Early withdrawal

Students who submit an “early withdrawal” application **during the period 12-22 November 2019** can withdraw in advance, regardless of the reason.

Withdrawal applications submitted in this manner will result in the cancelation of the housing assignment starting on 24 December 2019.

Students included in this case will not be required to pay subsequent installments, but will not receive a reimbursement of the resident activity fee and the housing deposit, which will be withheld as a security deposit.

### 6.3 Early withdrawal due to graduation or internship (January-June 2020)

Commencing from the month of January, students who must participate in a curricular internship outside Milan or who graduate in the March 2020 graduation session may submit an “early withdrawal application due to internship or graduation.” The office will verify the veracity of the statements made by the student when applying with the appropriate offices.

Withdrawal applications submitted in this manner will result in the cancelation of the housing assignment starting on the last day of the month after the submission of the application.

Students who are included in one of these cases:

- are required to pay the monthly boarding fee covering the month following that of submission of the application
- are not required to pay subsequent boarding fees, but will not receive a reimbursement of the resident activity fee and the housing deposit, which will be withheld as a security deposit.

## **SECTION 7: FORFEITURE**

Any student shall forfeit his/her entitlement to use housing if, during the year:

- the student transfers to another university;
- the student withdraws from the program;
- the student graduates. In this case, he/she must permanently leave the room by the end of the same month;
- the student incurs disciplinary sanctions greater than a written warning;
- the student is responsible for serious violations of the Residence Regulations where he/she is a guest;
- the student does not pay the housing installment within 20 days of its due date. These students shall lose the right to use the Accommodation Service for the entire course of study, and must immediately and permanently leave the accommodation assigned to him/her. The academic career will be released only after the student has presented proof of payment of the outstanding installments.

## SECTION 8: ATTACHMENTS

Each attachment is an integral part of the Housing Application Requirements and Regulations.

### **ATTACHMENT A: Verification of Financial Status and Validation of Economic Information Provided (Italian Presidential Decree 445/2000, article 71)**

For the purposes of ascertaining an applicant's financial status, ISU Bocconi – the Student Assistance and Financial Aid Center – will avail itself of the means provided for by law, in particular article 22 of Italian Law 390 of 2 December 1991, and article 71 of Italian Presidential Decree 445 of 28 December 2000, and will request supporting documentation attesting to the veracity of the declaration (Form 730, Consolidated Form, VAT declaration, etc.).

By agreement with the Lombardy Region Revenue Office, Ministry of Finance, the accuracy of the self-certification provided by students who are deemed eligible for financial services or provision of services through open competition will be checked, pursuant to current laws and in particular article 71 of Italian Presidential Decree 445/2000.

Furthermore, information regarding ISU beneficiaries will be sent to the National Institute of Social Security and to the Department of Labor and Social Policy according to Govt. Decree no. 78 of 31 May 2010.

If an applicant's declaration is false, sanctions will be applied pursuant to articles 75 and 76 of Italian Presidential Decree 445/2000 in addition to the sanctions foreseen by Art. 10 contained in Italian Law 68/2012 and in particular:

1. In the delay of implementation of regulations referred to in article 38, paragraph 2, of the Italian Law-Decree no. 78 of 31 May 2010, converted, with changes from Italian Law no. 122 of 30 July 2010, organizations referred to in article 3, paragraph 1, check the veracity of the family situation declared by the student by comparing the income and asset information declared by recipients of actions with the information in possession of the Internal Revenue Service IT system. For that end, universities, higher education artistic, musical and dance institutions and service provider organizations are given the power to directly access the Interexchange Tax Registry System of Local Organizations (SIATEL) at the Internal Revenue Service, upon stipulation of the appropriate agreement.
2. Service provider organizations send the lists of recipients of the same Financial Administration and can request them to carry out fiscal verifications and checks. The members of the family household of students benefiting from services are included in the categories that they are subject to, pursuant to applicable regulations, with maximum controls.
3. Without finding themselves in the conditions established by the state and regional regulations, anyone who submits false declarations, either regarding themselves or members of their family household, in order to make use of related actions, is subject to a considerable administrative sanction in the payment of an amount three times the annual rate and the value of the services unduly utilized, and loses the right to obtain other grants for the duration of the study program, without prejudice to in any case the application of sanctions referred to in article 38, paragraph 3 of the Italian Law-Decree no. 78 of 31 May 2010, converted, with changes from Italian Law no. 122 of 30 July 2010, as well as criminal laws for the actions making up the crime.

Pursuant to article 2947 of the Italian Civil Code, checks will be carried out within 5 years starting from the last undue use and resulting from self-certification that was revealed to be false.

Bocconi University reserves the right to implement disciplinary sanctions and, if details regarding a crime are recognized (article 331 of Italian CPP), report it to legal authorities.

## **ATTACHMENT B: Information on the Use of Personal Information and Rights of the Applicant (EU Regulations 2016/679)**

With this document, UNIVERSITA' COMMERCIALE "LUIGI BOCCONI" (hereinafter Bocconi University or the University), with its registered office at Via Sarfatti 25, Milano, as Data Controller, hereby informs you, in compliance with European Regulation 2016/679 known as GDPR – General Data Protection Regulation, (hereinafter the Law), regarding use of the personal data (hereinafter the Data), collected when applying for benefit assignment.

### **Personal data collected**

The personal data acquired are communicated by the student when registering or enrolling, such as full name, date and place of birth, gender, tax code, nationality, residence address, phone and electronic contact information, as well as data acquired with the application for benefit assignment, such as data related to vital data and the financial and asset situation of the student and the student's family household. Some personal data are included in what is defined by the Law as belonging to "special categories" (hereinafter sensitive data), meaning information relating to health of the interested party and family members, information relating to ethnicity or race, etc.

### **Purposes of use**

The personal data described above are collected by Bocconi University through ISU Bocconi – the Student Assistance and Financial Aid Center/Fees, Funding and Housing Office and used, including with electronic instruments, for the sole purpose of allocating the benefit requested and verifying the conditions for allocation, in any case for legal purposes. Regarding the aforementioned purposes, the use of data will also take place with the use of electronic or automated means in a way that is relevant and limited to what is required for the purposes for which they are used and, in any case, in order to guarantee the strictest security and confidentiality and always in full compliance with current legislation. With regards to sensitive data, use will be carried out in proportion to the purpose pursued.

### **Legal basis of use**

The personal data described above shall be used following a request by the interested party for legal purposes. They must, of necessity, be provided to determine the financial status of the applicant's immediate and nuclear family and to determine whether they meet the requirements for accessing the benefit and determining the same, according to the criteria set out in these regulations. Failure to consent to use of data shall prevent participation in the application.

### **Circulation and communication of Data**

The data described above may be communicated to natural persons or legal entities that collaborate with the University for the purposes of allocating benefits for the right to study. It may be exchanged with public entities, including as a mere example: the Lombardy Region, the Italian Ministry of Finance, the Italian Revenue Office and the Guardia di Finanza for legitimate checks. Data will be kept strictly for the time and scope for which they were collected.

### **Rights of the data subject**

Pursuant to art. 15 and subsequent articles of the Law, the data subject may ask the Data Controller to correct data, and, where applicable, delete, restrict, object to the use of data, the portability of data, withdraw consent granted, without thereby affecting the lawfulness of the use based on consent before its withdrawal. The aforementioned rights may be exercised with a request sent to ISU Bocconi – the Student Assistance and Financial Aid Center/Fees, Funding and Housing Office at the email address [housing.center@unibocconi.it](mailto:housing.center@unibocconi.it) to the attention of the manager of data use.

In order to guarantee the certainty of the results contained in the final ranking, any updates, corrections, additions you may request will affect the ranking only if carried out by the deadline for

submitting applications for review against the provisional ranking for benefit assignment.  
The Data Controller for personal data is Università Commerciale Luigi Bocconi.  
Paolo Cancelli, Head of the Students Direction is the manager of use of data provided.

The Data Controller has appointed as Data Protection Office ("DPO") Michelangela Verardi, Director of the Legal Office at Bocconi University. She may be contacted at the email address [dpo@unibocconi.it](mailto:dpo@unibocconi.it) for any questions regarding use of personal data and to exercise the rights set out in the Law.