

**ISU BOCCONI**

**HOUSING APPLICATION  
REQUIREMENTS AND REGULATIONS  
FOR THE RIGHT TO UNIVERSITY EDUCATION**

**BOCCONI UNIVERSITY**

**A.Y. 2024-2025**

**Students Outreach and Support**  
Fees, Funding and Housing Office

**ISU Bocconi**  
Right to University Education Center



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## SECTION 1: GENERAL INFORMATION

The Housing Application Requirements and Regulations is published by Right to University Education Center - ISU Bocconi and by the Fees, Funding and Housing Office - Students Outreach & Support of Bocconi University and regulate admission to the Bocconi Residence Halls a.y. 2024-2025 of students who meet the requirements for access to the benefits of the Right to University Education.

For more information:

Fees, Funding and Housing Office - B in Touch Point- Piazza Sraffa, 13 – 20136 Milan

B in Touch for students enrolled

Bocconi Contact Center Tel. +39.02.40.3434

### 1.1 Availability of accommodation at preferential rate for the a.y. 2024-2025

For the a.y. 2024-2025, Bocconi University offers to its students the following room assignments, at preferential rate, distributed as follows:

| RESIDENCE HALLS                                    | NUMBER OF ACCOMODATION*   |
|--|---|
| <b>BOCCONI</b><br>Via Bocconi, 12 - Milan          | <b>140</b> single rooms with shared bathroom with another student                         |
| <b>JAVOTTE</b><br>Via Giovenale, 4 - Milan         | <b>56</b> single rooms with shared bathroom with another student                          |
| <b>DUBINI</b><br>Via Vittore Buzzi, 7 – Milan      | <b>48</b> single rooms in a 4-bedroom apartment with shared bathroom with another student |
| <b>SPADOLINI</b><br>Via G. Spadolini, 12/A – Milan | <b>30</b> single rooms in a 4-bedroom apartment with shared bathroom with another student |
| <b>ISONZO</b><br>Viale Isonzo, 23 Milan            | <b>44</b> single rooms with shared bathroom with another student                          |
| <b>BLIGNY</b><br>Viale Bligny, 22 Milan            | <b>36</b> single rooms with shared bathroom with another student                          |
| <b>CASTIGLIONI</b><br>Via Castiglioni, 8 Milan     | <b>48</b> single rooms in a 4-bedroom apartment with shared bathroom with another student |

\*In the Bocconi residences there are also rooms equipped for students with disabilities for a total of 45 rooms. Single rooms not located within an apartment have access to a shared kitchen. Any additions or alterations due to new openings, renovations or organizational changes will be published online.

## 1.2 Housing fees, installments and deadlines

### Housing fees

The Housing rate fees in Bocconi University residences vary based on the type of residence and room and are divided in “full rate” and “preferential rate”.

The preferential rate of the Housing Service is applied to students who meet the requirements defined by the Housing Application Requirements and Regulations, based on the economic condition of the applicant's family evaluated on the basis of the value of the ISEE/ISSEU parificato indicator for services for the Right to University Education and the ISPE/ISPEU parificato value.

Details of the Housing fees are published and can be consulted on the Bocconi website: [www.unibocconi.eu/housing](http://www.unibocconi.eu/housing) and make up an integral part of the Housing Application Requirements and Regulations.

For the preferential rate housing, the ISU bracket assigned when initially entering the residence hall is not automatically maintained in subsequent years, but it is redefined every year according with the new economic-asset situation presented.

Students who during the course of the year incur a disciplinary sanction, imposed by Bocconi University, of suspension from exams and partial examinations will have their fees changed from reduced to full rate, and will be required to pay the full rate accommodation starting from the first instalment due after the notification of the sanction.

The students contemporary enrolled or who intend to contemporary enroll for a.y. 2024-2025 also to another Bachelor of Science, Master of Science, Integrated Master of Arts programs, AFAM (Institution of Higher Education for Fine Arts, Music and Dance), pursuant to Italian Law n. 33/2022, at a different Italian or foreign University or AFAM, who submit or have submitted the application for the benefit connected with the Right to University Education Assistance at the other University or AFAM, cannot benefit of the preferential rate housing assignment. These students will be able to submit the application only for full rate housing.

The students assigned with a preferential rate accommodation for whom the contemporary enrollment with the request of the benefit connected with the Right to University Education Assistance at the other University or AFAM is verified, will be requested to pay full rate. The new fee will be applied from the first installment.

### Installments and deadlines

By accepting the housing assignment, the student commits to completing the following payments:

- the housing fee for the entire agreed-upon period according to fees applied, in compliance with the deadlines and the methods provided and published on the Bocconi website: [www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)
- the resident activity fee;
- the housing deposit which will be returned only after the agreed-upon period.

It is specified that the standard assignment period is applied to assignments covering the entire standard assignment period (generally September-June; for the a.y. 2024-2025: from 20 August 2024 to 27 June 2025).

In this case, the housing rate is split into three installments for students' convenience: the first installment, covering the period September-December, must be paid no later than 5 August 2024.

The deadlines for the payment of the second and third installments are published on the Bocconi website: [www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)

It is also specified that:

- for assignment periods shorter than the standard assignment period, obtained through the “Open reservation: recovery session”, generally, the deadline for the payment of the installments corresponds to the first day of the first month of assignment if the assigned period does not exceed 4 months; otherwise, the amounts are divided into more installments, whose deadlines are communicated at the moment of assignment.
- for those who request the housing assignment for the month of July in addition to the standard assignment period according to the dedicated procedure provided and published on the website, the monthly rate for the month of July is added to the third installment of the standard assignment period.
- for every month of assignment foreseen by the housing temporary sublease agreements, the payment deadline of the housing installments for the subtenant, as a rule, corresponds to the first day of the first month of sublease.

To the first payment made each year, € 20.00 will be added for the resident activity fee. This contribution is placed in a fund, the use of which may be used at the request of each individual residence hall's student representatives, in agreement with the ISU Bocconi Director.

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.

Please note that students who confirm for a.y. 2024-2025 the accommodation occupied for a.y. 2023-2024 will not have to repeat the payment of the previously paid security deposit.

At 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 for 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 housing renunciation not substantiated by the specific academic reasons provided for the acceptance of the renunciation request, according to what specified in Section 6 (point 6.1) of this Housing Application Requirements and Regulations;
- in the case of withdrawal, and will be withheld as a **security deposit** as an equivalent to the right to withdraw, as specified in Section 6 (point 6.2) of this Housing Application Requirements and Regulations;
- in cases of revocation and cancellation of housing assignment, as specified in Section 7 of this Housing Application Requirements and Regulations.

### **Consequences when deadlines are not complied**

Students assigned housing have to pay the accommodation installments in compliance with the deadlines and methods provided.

If the housing installments payment is not completed or not registered in agenda within **15 days from the deadline** specified on the MAV the student will incur in:

- the cancellation of the housing assignment with immediate and definitive expulsion from his/her

- assigned accommodation;
- the suspension of the academic and administrative position until he/she submits proof of completed payment regarding the amounts due.

The student will still be subject to the payment in full of all pending amounts and he/she will not be entitled to the deposit refund.

The Fees, Funding and Housing Office, in addition, reserves the right to determine the non-eligibility of the student for the Housing Service for the whole study cycle.

### 1.3 General condition of participation

The students interested in the preferential rate housing for a.y. 2024-2025 must submit the dedicated application among the different types of application foreseen by this Housing Application Requirements and Regulations.

Students enrolled or who declare that they wish to enroll for a.y. 2024-2025 in a Bachelor of Science, Master of Science, Integrated Master of Arts in Law or PhD programs can submit the application for preferential rate accommodation.

It is specified that students enrolled in a.y. 2024-2025 to single courses, Specialized Master Programs, or SDA Bocconi can only apply for full rate accommodation.

In order to submit a housing application, students must verify to not to fall in any ground of exclusion, and to meet the specific requirements and methods set out in the sections below dedicated to the different types of application. Failure to comply with such requirements represents a further reason for exclusion.

Housing application deadlines are **not dependent** to enrollment deadlines for a.y. 2024-2025.

**It is specified that housing assignments are binding; the accommodation assignment is considered finalized with the positive outcome of the housing assignment communicated by the University and the acceptance by the student: by accepting the assignment the student always commits to pay the housing installment for the entire agreed-upon period according to the foreseen deadlines and to comply with the norms and regulations of Bocconi Housing Service.**

The University grants the right to leave the accommodation early and to withdraw from the commitment to such payment, **exclusively** in the foreseen cases of renunciation of the accommodation, proven by the specific academic reasons required for the acceptance of the renunciation request, as specified in the Section 6 (point 6.1) and withdrawal from the accommodation as specified in Section 6 (point 6.2) of this Housing Application Requirements and Regulations.

The student who, in any academic year, has incurred in a cancellation of the assignment due to delayed payment or in a revocation measure due to a violation of the Bocconi Residence Regulations and for whom the University has ordered the ineligibility to use the Housing Service for the entire duration of the study cycle cannot apply for housing renewal application or for housing new admission application, not even through the Open reservation: recovery session.

The housing assignment for a.y. 2024-2025 is granted for the academic year of application only, therefore, it is not automatically renewed for subsequent academic years, but it is the student's responsibility to check whether it can be renewed and to make subsequent applications for assignment in the ways that will be provided by this Housing Application Requirements and Regulations for each academic year of interest.

## 1.4 Who may reside in the Bocconi Residence Halls

Students assigned housing for a.y. 2024-2025 will be able to use the assigned accommodation only if they are:

- regularly enrolled for the absolute first time for a.y. 2024-2025 in the first regular year of a Bachelor of Science, Master of Science, Integrated Master of Arts in Law or PhD program

*or*

- regularly enrolled for a.y. 2024-2025 for the absolute first time in a regular year subsequent to the first of a Bachelor of Science, Master of Science, Integrated Master of arts in Law or PhD program or in the 1st year "fuori corso" of a Bachelor of Science, Master of Science, Integrated Master of Arts in Law program.

It is specified that for students with a disability pursuant to Italian Law n.104/1992 or with civil disability equal or greater than 66% can reside in the Bocconi Residence Halls at a preferential rate also if enrolled for a.y. 2024-2025 in the 2nd "fuori corso" year of a Bachelor of Science, Master of Science, Integrated Master of Arts in Law program.

It is specified that the years of enrollment are counted for each study cycle starting from the absolute first year of enrollment<sup>1</sup>.

Furthermore, for the purpose of eligibility to use the accommodation, the rules established in terms of merit requirements and detailed in the following sections dedicated to the different types of housing applications apply.

Students assigned housing for whom it is subsequently determined that they did not regularly enroll for the a.y. 2024-2025 or did not meet the merit requirements **will lose their right (eligibility) to use the Housing Service** for the a.y. 2024-2025. The same rule is also applied to students who, after the enrollment for a.y. 2024-2025, transfer to another University or withdraw from studies in the same academic year. The assignment will be cancelled by the office and students will be required to leave the assigned accommodation immediately. It is specified that the payments due will remain the responsibility of the student even in the event of cancellation of the assignment.

For this reason, before submitting a housing application, students are invited to pay particular attention to the provisions indicated in this Housing Application Requirements and Regulations regarding the cancellation of the housing assignment, specified in Section 7 (point 7.1).

## 1.5 General rules

To access and stay at the residence halls, students must comply with the rules indicated in this Housing Application Requirements and Regulations and with the provisions that govern the administrative aspects of the assignment published in the Bocconi dedicated webpage ([www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)) and which make up an integral part of this Housing Application Requirements and Regulations.

Moreover, the student must comply with the Bocconi Residence Regulations a.y. 2024-2025 and the documents signed when accepting the assignment.

For the entire period in which the student resides in the Bocconi residence hall, room changes are not allowed. Bocconi University, however, is entitled to transfer the student assigned housing, even during

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<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 the a.y. 2024-2025) which required the same education qualification as the one needed to access the attended program in the a.y. 2024-2025, in any University in Italy or abroad, even if the program has not been completed.

the year, to another housing facility at the rate due for the residence hall of destination.

Cohabitation in university housing is governed by the Bocconi Residence Regulations a.y. 2024-2025, which students are deemed to know when submitting the application (available on the Bocconi website ([www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)) and which make up an integral part of the Housing Application Requirements and Regulations.

Behavior contrary to the rules of the Bocconi Residence Regulations a.y. 2024-2025 may lead to expulsion from the residence hall and a referral to the Disciplinary Committee.

## SECTION 2: HOUSING RENEWAL

### 2.1 RENEWAL APPLICATION

**The renewal of the accommodation assignment for students who reside in Bocconi Residence Halls is not automatic, but it is the student's responsibility to verify the possibility to submit a housing renewal application and to apply according to the procedure and deadline that will be provided for in the Housing Application Requirements and Regulations for each academic year of interest. Such assignment will be lost if a renewal application is not submitted.**

The renewal is subject to the actual usability of the Residence for the academic year (e.g.: in case of sale of buildings, structural works, or due to force majeure). In case of impossibility to use a building, the renewal of a room in another building will be subject to the availability of accommodations.

It is specified that it will be possible to apply for renewal **only for the same room occupied in a.y. 2023-2024**; students will not be able to request a room change during the renewal application. Students who need to change room and/or residence will have to apply for a preferential rate new admission (Section 3).

#### 2.1.1 Requirements for submitting an application

Preferential rate housing for the a.y. 2024-2025 will only be available for **non-resident students**<sup>2</sup> who have already been assigned a preferential rate room when the housing renewal application is opened and who have earned by the winter exam session a.y. 2023-2024 (exams taken by February 3, 2024 for Bachelor of Science and Master of Science, and by and no later than March 23, 2024 for Integrated Master of Arts in Law program) at least the number of credits listed below:

- **11 credits** for those enrolled in the first year of a Bachelor of Science, Master of Science, Integrated Master of Arts in Law program in a.y. 2023-2024;
- **60 credits** for those enrolled in the second year of a Bachelor of Science, Master of Science, Integrated Master of Arts in Law program in a.y. 2023-2024;
- **120 credits** for those enrolled in the third year of a Bachelor of Science, Master of Science, Integrated Master of Arts in Law program in a.y. 2023-2024;
- **120 credits** for those enrolled in the first year "fuori corso" of a Bachelor of Science in a.y. 2023-2024 who enroll in the first year of a Master of Science program in Bocconi University for a.y. 2024-2025;
- **180 credits** for those enrolled in the fourth year of an Integrated Master of Arts in Law program in a.y. 2023-2024;
- **240 credits** for those enrolled in the fifth year of an Integrated Master of Arts in Law program in a.y. 2023-2024.

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<sup>2</sup> In order to determine the non-resident "status", it is recommended to verify if you reside in "resident" or "commuting" municipalities. More information available at <http://www.unibocconi.eu/housing>.



It is specified that **for the achievement of the minimum number of credits** required at the end of the winter session:

- **there is NO use of bonus credits** in addition to the credits actually earned by the student
- the number of credits required will be calculated on the basis of the credits provided for each academic year elapsed, starting from the absolute first year of enrollment<sup>3</sup>.

It is also specified that for students with disability pursuant to Italian Law n.104/1992 or with civil disability equal or greater than 66%, the number of minimum credits may deviate up to a maximum of 40% from the number of credits indicated above.

Students who meet the requirements described above, and that declare they wish to enroll for the absolute first time in a regular year after the first year for the a.y. 2024-2025 can renew their housing, in particular:

- 2nd and 3rd year of a Bachelor of Science program;
- 2nd, 3rd, 4th and 5th year of an Integrated Master of Arts in Law program;
- 2nd year of a Master of Science program;
- 1st year "fuori corso" of a Bachelor and Science program, Master of Science or Integrated Master of Arts in Law program (with the exception of students with a disability pursuant to Italian Law n.104/1992 or with civil disability equal or greater than 66%, that can submit renewal application at a preferential rate also if enrolled for a.y. 2024-2025 in the 2nd "fuori corso" year of a Bachelor of Science, Master of Science, Integrated Master of Arts in Law);
- 2nd, 3rd and 4th year of a PhD program.

In addition, also Bocconi students who in the a.y. 2023-2024 were guests at a preferential rate enrolled in Bocconi in the regular 3rd year or in the 1st year "fuori corso" of a Bachelor of Science program and who enroll for the a.y. 2024-2025 in the first year of a Master Degree program at Bocconi may confirm their accommodation at a preferential rate for a.y. 2024-2025.

It is specified that the years of enrollment are counted for each study cycle starting from the absolute first year of enrollment<sup>4</sup>.

Students occupying a room on temporary sublease as incoming student in the a.y. 2023-2024 are not entitled to request its renewal but, if interested, they must submit an application for one of the other possibilities indicated by this Housing Application requirements and regulations.

### **Grounds for exclusion**

The preferential rate housing renewal will exclude students who, in the a.y. 2024-2025:

- during a.y. 2023-2024 occupy a room on temporary sublease (as incoming student);
- are resident in one of the "resident" or "commuting" municipalities (list available on the Bocconi website [www.unibocconi.eu/housing](http://www.unibocconi.eu/housing));
- are already in possession of a qualification at equivalent or higher level than the program for which the preferential rate housing is requested for the a.y. 2024-2025, achieved in Italy or abroad (including

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<sup>3,4</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 the a.y. 2024-2025) which required the same education qualification as the one needed to access the attended program in the a.y. 2024-2025, in any University in Italy or abroad, even if the program has not been completed.

- 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;
- were already enrolled in other degree programs of the same level or higher than the program for which benefits or services are requested, even in faculties other than those offered by Bocconi University and in years previous to a.y. 2024-2025;
- will enroll in the second year "fuori corso" or subsequent starting from the absolute first year of enrollment, after the regular study program, except for students in a condition of disability pursuant to Italian Law n.104/1992 or civil disability equal or greater than 66%, who will be allowed to apply for preferential rate renewal even if they will enroll in the second year "fuori corso";
- repeat or have repeated the enrollment in an academic year of study already attended, even in case of withdrawal from studies or transfer from another University, when transferring Bachelor of Science, Integrated Master of Arts in Law, Master of Science or PhD program or in case of change of faculty and/or University;
- in any academic year, have incurred a cancellation due to delayed payment or a revocation due to violation of the Bocconi Residence Regulations and in which cases the University has ordered the ineligibility to use the Housing Service for the entire duration of the study program;
- do not reach the minimum number of credits required to submit the renewal application by the winter exam session a.y. 2023-2024, considering that such credits will be calculated starting from the absolute first year of enrollment;
- participate 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 Housing Application Requirements and Regulations;
- are beneficiaries of a study scholarship to cover housing costs in Milan;

The preferential rate housing application, in the presence of the requirements described above, is always subject to compliance with the economic requirements indicated below. Failure to comply with such requirements represents a further reason for exclusion.

### **Economic requirements**

Students may renew preferential rate housing provided that the following economic requirements established by the Lombardy Region for the access to the benefits of the Right to University Education, reported below, 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 CAAF (Centro Autorizzato di Assistenza Fiscale) partnered with Bocconi University.

The ISEE/ISEEU parificato and ISPE/ISPEU parificato values are defined annually by the Lombardy

Region with its own resolution.

For the a.y. 2024-2025, the approved values are the following:

- **ISEE/ISEEU parificato no higher than € 26.306,25**
- **ISPE/ISPEU parificato no higher than € 57.187,53**

The assignment of preferential 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.

The family household composition is defined pursuant to the Italian Presidential Decree December 5, 2013 no. 159, art.3.

The evaluation of the student's economic conditions is based on parameters from the University ISEE/ISEEU parificato Certificate applicable to assisted services for the Right to University Study and other elements derived from the documentation submitted by the student for the a.y. 2024-2025 or gathered during other checks completed by the Office. Further documentation that better certifies the actual economic conditions of the applicant may be requested, in accordance with the provisions of Attachment B of this Application Requirements and Regulations.

It is specified that for all the applicants **declarations that attest an annual income for fiscal year 2022 of less than € 6.085,43 will not be considered valid** for the purposes of ISU Bocconi eligibility, as they are incompatible with immigration regulations. Such students will not be eligible for preferential rate accommodation. Applicants will then be able to apply for full-rate accommodation in accordance with the deadlines and procedures foreseen.

Students who meet the economic requirements indicated may benefit from the preferential rate service differentiated on the basis of one of the three ISU brackets, according to the following table:

| ISU bracket     | ISEE/ISEEU parificato value |                |
|-----------------|-----------------------------|----------------|
| 1st ISU bracket | from € 0.00                 | to € 13.153,13 |
| 2nd ISU bracket | from € 13.153,14            | to € 17.537,50 |
| 3rd ISU bracket | from € 17.537,51            | to € 26.306,25 |

The ISU brackets referring to the family household ISEE are defined annually by the Lombardy Region with its own resolution.

If, during later checks, the office identifies omissions or false or untrue declarations revealing a higher ISEE/ISEEU parificato or ISPE/ISPEU parificato 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 submit for the a.y 2024-2025 an ISEE/ISEEU and/or an ISPE/ISPEU higher than the foreseen limits may not renew their preferential rate housing, but may request full rate housing renewal according to the terms scheduled for the full rates.

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 in the case in which a student assigned preferential-rate housing for the academic year 2024-2025 submits, for the purposes of the ISU Bocconi Scholarship application for the a.y. 2024-2025, an ISEE/ISEEU Certificate whose values result in the definition of a different ISU Bocconi bracket than the one assigned for housing, the amount of the housing fee will be defined according to the ISU Bocconi bracket assigned in the final ranking of the ISU Bocconi Scholarship application.

In order to adequately consider the subjects who bear the burden of maintaining the student, **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 the ISEEU Certificate, in accommodation that is not owned or in usufruct by one of its members and therefore he/she uses an accommodation upon payment that must be documented.
- Income from employment or similar work, declared for tax purposes for the at least the past two years, not less than €9,000.00 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 as subsequently indicated in Attachment D paragraphs D.1 e D.2 – 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.

## 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 Bocconi 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 this Housing Application 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.

## 2.1.3 Eligibility requirements for the use of the accommodation

The students assigned housing for the a.y. 2024-2025 will be able to use the assigned accommodation only if they comply the following enrollment and merit requirements.

### Enrollment requirements

The use of the assigned accommodation for the entire agreed-upon period of the assignment is subject to the following enrollment requirements for the a.y. 2024-2025.

- Regular enrollment for the absolute first time to the first year of a Bocconi Master of Science, for Bocconi students enrolled in the a.y. 2023-2024 to the 3rd regular year of a Bachelor of Science;
- Regular enrollment for the absolute first time to a regular year after the first of a Bachelor of Science, Integrated Master of Arts, Master of Science or 1st year "fuori corso". Exception is made for students with a disability pursuant to Italian Law n.104/1992 or with civil disability equal or greater than 66%, that can reside in the Bocconi Residence Halls at a preferential rate also if enrolled in the 2nd "fuori corso" year;
- Regular enrollment for the absolute first time to a regular year after the first of a PhD program.

## Merit requirements

Students assigned housing wishing to reside in the accommodation assigned must also, in addition to the enrollment 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 2024</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   |
| Renewal for 1st year "fuori corso"                                   | 150                                       | 15   |
| Renewal for 1st year "fuori corso" (Law)                             | 274                                       | 15   |
| <b>Master of Science programs</b>                                    | <b>Credits required at 10 August 2024</b> | <b>Maximum useable bonus (if not used in previous years)</b> |
| Renewal for 2nd year   | 50  | 15   |
| Renewal for 1st year "fuori corso"                                   | 94  | 15   |

Please note that for students of a PhD, or Bocconi students enrolled in the regular 3rd year or 1st year as "fuori corso" in the a.y. 2023-2024 of a Bachelor of Science program and who enroll for the a.y. 2024-2025 in the first year of a Bocconi Master of Science program, the use of the accommodation is not subject to the merit requirements.

The number of credits needed will be calculated based on the credits required for each past academic year, starting with the absolute first year of enrollment<sup>5</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" of university studies pursuant to article 8 clause 5 of D.P.C.M. 9 April 20021.

For students with disability pursuant to Italian Law n. 104/1992 or with civil disability equal to or greater than 66%, credits may diverge up to a maximum of 40% from the criteria set out in this Housing Application Requirements and Regulations.

**For study program changes, for calculating merit, will be considered only credits valid for the Bachelor of Science, Master of Science or Integrated Master program attended when the student submits the housing application.**

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" as follows:

- 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

<sup>5</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 the a.y. 2024-2025) which required the same education qualification as the one needed to access the attended program in the a.y. 2024-2025, in any University in Italy or abroad, even if the program has not been completed.

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 2024 and for enrolling in the academic year. Anyone who does not meet the conditions described above **will not be considered eligible to the use of the assigned accommodation**. The accommodation assignment will be therefore cancelled by the office. The student will have to vacate the accommodation immediately, and will still be required to pay in full any housing installments already due and will not be entitled to a refund if already paid.

Only students assigned housing who meet the conditions outlined in Section 6 (point 6.1) in this Housing Application Requirements and Regulations may submit an application for the renunciation of the accommodation, while not incurring in the consequences foreseen in case of cancellation by the office of the assignment.

## **SECTION 3: NEW HOUSING ADMISSION – FIRST ASSIGNMENTS**

### **3.1 NEW ADMISSION APPLICATION FOR FIRST YEAR STUDENTS AND LATER YEARS**

**Rooms assigned through this application will be the ones left after the "Renewal application" and up to the number of rooms indicated in point 1.1 "Availability of accommodations at preferential rate for the a.y. 2024-2025".**

In the event that the number of applicants exceeds the number of available accommodations, assignment will be on a ranked basis.

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

1. new admission of students with a disability pursuant to Italian Law n.104/1992 or with civil disability equal to or greater than 66%;
2. students in the 1st, 2nd or 3rd ISU bracket, based upon the ISEE/ISEEU parificato indicator for subsidized benefits for the right to university education;

There is also a reserve for PhD students: only for housing intended for new preferential 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 preferential rate housing and are eligible in accordance with the Housing Application Requirements and Regulations, they may apply exclusively for the assignment of housing included in that reserve.

It is specified, in addition, that a student who applies for new admission at a preferential rate and also applies for new admission at a full rate, by obtaining an assignment in that occasion, will have any

application and/or assignment at a preferential rate cancelled. His or her assignment for a.y. 2024-2025 will be at full rate.

### 3.1.1 Requirements for submitting an application

#### First year students

Students "**non-resident**"<sup>6</sup> enrolled for the absolute first time for a.y. 2024-2025 in the first regular year of a Bachelor of Science, Master of Science, Integrated Master of Arts in Law or PhD program may apply for preferential rate new admission a.y. 2023-2024.

Bocconi students enrolling for the a.y. 2024-2025 in the first year of a Master of Science degree course at Bocconi may also apply for new admission to preferential rate accommodation only if enrolled in the a.y. 2023-2024 in the 3rd regular year or in the 1st year fuori corso of a Bachelor degree course.

#### Students of years after the first

Students "**non-resident**"<sup>7</sup> who enroll for the absolute first time for a.y. 2024-2025 in a regular year after the first Bachelor of Science, Master of Science, Integrated Master of Arts in Law or PhD program may apply for preferential rate new admission a.y. 2024-2025, and in particular:

- 1st, 2nd and 3rd year of a Bachelor of Science program;
- 1st, 2nd, 3rd, 4th and 5th year of an Integrated Master of Arts in Law program;
- 1st, 2nd year of a Master of Science program;
- 1st year "fuori corso" of a Bachelor and Science program, Master of Science or Integrated Master of Arts in Law program (with the exception of students with a disability pursuant to Italian Law n.104/1992 or with civil disability equal or greater than 66%, that can submit new admission application at a preferential rate also if enrolled for a.y. 2024-2025 in the 2nd "fuori corso" year of a Bachelor of Science, Master of Science, Integrated Master of Arts in Law;
- 1st, 2nd, 3rd and 4th year of a PhD program.

It is specified that the years of enrollment are counted for each study cycle starting from the absolute first year of enrollment<sup>8</sup>

Students who meet the requirements listed above may apply for new admission application at preferential rate if they earn, by the winter exam session a.y. 2023-2024 (exams taken by February 3, 2024 for Bachelor of Science and Master of Science, and by and no later than March 23, 2024 for Integrated Master of Arts in Law program), at least the number of credits listed below:

- **11 credits** for those enrolled in the first year of a Bachelor of Science, Master of Science, Integrated Master of Arts in Law program in a.y. 2023-2024;
- **60 credits** for those enrolled in the second year of a Bachelor of Science, Master of Science, Integrated Master of Arts in Law program in a.y. 2023-2024;
- **120 credits** for those enrolled in the third year of a Bachelor of Science, Master of Science, Integrated

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<sup>6-8</sup> In order to determine the non-resident "status", it is recommended to verify if you reside in "resident" or "commuting" municipalities. More information available at <http://www.unibocconi.eu/housing>.

Master of Arts in Law program in a.y. 2023-2024;

- **120 credits** for those enrolled in the first year “fuori corso” of a bachelor program in a.y. 2023-2024 intending to enroll in the first year of a Master of Science program in Bocconi University for a.y. 2024-2025;

- **180 credits** for those enrolled in the fourth year of an Integrated Master of Arts in Law program in a.y. 2023-2024;

- **240 credits** for those enrolled in the fifth year of an Integrated Master of Arts in Law program in a.y. 2023-2024.

It is specified that for the achievement of the minimum number of credits required at the end of the winter session:

- **there is NO use of bonus credits** in addition to the credits actually earned by the student
- the number of credits required will be calculated on the basis of the credits provided for each academic year elapsed, starting from the absolute first year of enrollment<sup>9</sup>.

It is also specified that for students with disability pursuant to Italian Law n.104/1992 or with civil disability equal or greater than 66%, the number of minimum credits may deviate up to a maximum of 40% from the number of credits indicated above.

### **Ground for exclusion for first year students and later years**

Assignment of preferential rate housing will exclude students who, in the a.y. 2024-2025:

- are resident in one of the “resident” or “commuting” municipalities (list available on the Bocconi website [www.unibocconi.eu/housing](http://www.unibocconi.eu/housing));
- are already in possession of a qualification at equivalent or higher level than the program for which the preferential rate housing is requested for the a.y. 2023-2024, 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;
- will enroll in the second year fuori corso or subsequent starting from the absolute first year of enrollment, after the regular study program, except for students in a condition of disability pursuant to Italian Law n.104/1992 or civil disability equal or greater than 66%, who will be allowed to apply for preferential rate renewal even if they enroll in the second year fuori corso;
- 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;
- were already enrolled in other degree programs of the same level or higher than the program for which benefits or services are requested, even in faculties other than those offered by Bocconi University and in years previous to 2024-2025;
- do not reach the minimum number of credits required to submit the renewal application by the winter exam session a.y. 2023-2024, considering that such credits will be calculated starting from the absolute first year of enrollment;
- in any academic year, have incurred a cancellation due to delayed payment or a revocation due to violation of the Bocconi Residence Regulations and in which cases the University has ordered the ineligibility to use the Housing Service for the entire duration of the study cycle;

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<sup>9</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 the a.y. 2024-2025) which required the same education qualification as the one needed to access the attended program in the a.y. 2024-2025, in any University in Italy or abroad, even if the program has not been completed.



- participate 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 this Housing Application Requirements and Regulations;
- are beneficiaries of a study scholarship to cover housing costs in Milan;
- enroll for the a.y. 2024-2025 in the first year at Bocconi University to a Bachelor, Master of Science or Integrated Master of Arts in Law program who have withdrawn from studies in other Universities or who are transferring from another University (with or without credit recognition request) independently from the number of credits that will be recognized by Bocconi University.

The preferential rate housing application, in the presence of the requirements described above, is always subject to compliance with the economic requirements indicated below. Failure to comply with such requirements represents a further reason for exclusion.

### **Economic requirements**

Students may request preferential rate housing provided that they meet the economic requirements for the access to the benefits of the Right to University Education 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 CAAF (Centro Autorizzato di Assistenza Fiscale) partnered with Bocconi University.

The ISEE/ISEEU parificato and ISPE/ISPEU parificato values are defined annually by the Lombardy Region with its own resolution.

For the a.y. 2024-2025, the approved values are the following:

- **ISEE/ISEEU parificato no higher than € 26.306,25**
- **ISPE/ISPEU parificato no higher than € 57.187,53**

The assignment of preferential 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.

The family household composition is defined pursuant to the Italian Presidential Decree December 5, 2013 no. 159, art.3.

The evaluation of the student's economic conditions is based on parameters from the University ISEE/ISEEU parificato Certificate applicable to assisted services for the Right to University Study and other elements derived from the documentation submitted by the student for the a.y. 2024-2025 or gathered during other checks completed by the Office. Further documentation that better certifies the actual economic conditions of the applicant may be requested, in accordance with the provisions of

Attachment B of this Application Requirements and Regulations.

It is specified that for all the applicants **declarations that attest an annual income for fiscal year 2022 of less than € 6.085,43 will not be considered valid** for the purposes of ISU Bocconi eligibility, as they are incompatible with immigration regulations. Such students will not be eligible for preferential rate accommodation. Applicants will then be able to apply for full-rate accommodation in accordance with the deadlines and procedures foreseen.

Students who meet the economic requirements indicated may benefit from the preferential rate service differentiated on the basis of one of the three ISU brackets, according to the following table:

| ISU bracket     | ISEE/ISEEU parificato value |                |
|-----------------|-----------------------------|----------------|
| 1st ISU bracket | from € 0.00                 | to € 13.153,13 |
| 2nd ISU bracket | from € 13.153,14            | to € 17.537,50 |
| 3rd ISU bracket | from € 17.537,51            | to € 26.306,25 |

The ISU brackets referring to the family household ISEE are defined annually by the Lombardy Region with its own resolution.

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, for the a.y. 2024-2025, an ISEE/ISEEU parificato and/or an ISPE/ISPEU parificato higher than the foreseen limits may not be assigned preferential rate housing. Applicants may then submit a full rate housing application according to the set timescales and methods.

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 in the case in which a student assigned preferential-rate housing for the academic year 2024-2025 submits, for the purposes of the ISU Bocconi Scholarship application for the a.y. 2024-2025, an ISEE/ISEEU Certificate whose values result in the definition of a different ISU Bocconi bracket than the one assigned for housing, the amount of the housing fee will be defined according to the ISU Bocconi bracket assigned in the final ranking of the ISU Bocconi Scholarship application.

In order to adequately consider the subjects who bear the burden of maintaining the student, **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 the ISEEU parificato Certificate, in accommodation that is not owned or in usufruct by one of its members and therefore he/she uses an accommodation upon payment that must be documented;
- Income from employment or similar work, declared for tax purposes for the at least the past two years, not less than €9,000.00 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 as subsequently indicated in Attachment D paragraphs D.1 e D.2 – 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.

### 3.1.2 Deadlines, how to submit an application, required documentation and housing assignment

Regarding deadlines, how to submit an application, required documentation and publication of assignments, reference should be made to the information published on the Bocconi 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 this Housing Application 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.

### 3.1.3 Eligibility requirements for the use of the accommodation

The students assigned housing for the a.y. 2024-2025 will be able to use the assigned accommodation only if they comply the following enrollment and merit requirements.

#### Enrollment requirements

The use of the assigned accommodation for the entire agreed-upon period of the assignment is subject to the following enrollment requirements for the a.y. 2024-2025:

- regular enrollment for the absolute first time to the first year of a Bocconi Master of Science, for Bocconi students enrolled in the a.y. 2023-2024 to the 3rd regular year of a Bachelor of Science;
- regular enrollment for the absolute first time to a regular year after the first of a Bachelor of Science, Integrated Master of Arts, Master of Science or 1st year “fuori corso”. Exception is made for students with a disability pursuant to Italian Law n.104/1992 or with civil disability equal or greater than 66%, that can reside in the Bocconi Residence Halls at a preferential rate also if enrolled for a.y. 2023-2024 in the 2nd “fuori corso” year;
- regular enrollment for the absolute first time to a regular year after the first of a PhD program.

#### Merit requirements

Students who are enrolled in the first year in a.y. 2024-2025 do not have to meet the merit requirements.

Only students who enroll in a year after the first must meet, in addition to the enrollment requirements mentioned above, also the merit requirements indicated below.

| Bachelor of Science programs (BSc) and Integrated Master of Arts programs (Law) | Credits required at August 10, 2024 | Max usable bonus (if not used in previous years) |
|---|-------------------------------------|--|
| 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  |
| New admission for 1st year "fuori corso"       | 150  | 15  |
| New admission for 1st year "fuori corso" (Law) | 274  | 15  |
| <b>Master of Science programs</b>              | <b>Credits required at August 10, 2024</b> | <b>Max usable bonus (if not used in previous years)</b> |
| New admission for 2nd year                     | 50   | 15  |
| New admission for 1st year "fuori corso"       | 94   | 15  |

Please note that for students of a PhD, or enrolled in the regular 3rd year or 1st year as "fuori corso" in the a.y. 2023-2024 of a Bachelor of Science and who enroll for the a.y. 2024-2025 in the first year of a Bocconi Master of Science program, the use of the accommodation is not subject to the merit requirements.

It is also specified 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>10</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, and other interruptions), except for cases of "temporary interruption" of university studies pursuant to article 8 clause 5 of D.P.C.M. 9 April 2021.

Please note that merit criteria for students with disability pursuant to Italian Law n.104/1992 or with civil disability equal to or greater than 66% may diverge up to a maximum of 40% from the criteria set out in these Regulations.

**For study program changes, for calculating merit, will be considered only credits valid for the Bachelor of Science, Master of Science or Integrated Master program attended when the student submits the housing application.**

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 2024

<sup>10</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 the a.y. 2024-2025) which required the same education qualification as the one needed to access the attended program in the a.y. 2024-2025, in any University in Italy or abroad, even if the program has not been completed.

and for enrolling in the academic year. Anyone who does not meet the conditions described above **will not be considered eligible to the use of the assigned accommodation**. The accommodation assignment will be therefore cancelled by the office. The student will have to vacate the accommodation immediately and definitively, and will still be required to pay in full any housing installments already due and will not be entitled to a refund if already paid.

Only students assigned housing who meet the conditions outlined in Section 6 (point 6.1) in this Housing Application Requirements and Regulations may submit an application for the renunciation of the accommodation, while not incurring in the consequences foreseen in case of cancellation by the office of the assignment.

## **SECTION 4: OPEN RESERVATION: RECOVERY SESSION**

### **4.1 Requirements for submitting an application**

Any rooms available at preferential rate at the end of the "withdrawal" period, will be once again available to eligible students for the ISU Bocconi Scholarship for the a.y. 2024-2025 can be requested through the "Open reservation: recovery session" procedure.

Please note that the application may only be submitted by eligible students for the ISU Bocconi Scholarship a.y. 2024-2025 who:

- have been assigned an accommodation at full rate and wish to apply for a rate change from full rate to preferential rate.

*or*

- have not been assigned an accommodation for the a.y. 2024-2025 and wish to submit a new admission application for housing at preferential rate.

The "Open reservation – recovery session" applications may be submitted in November 2024.

It is specified that both the rate change and the new admission at preferential rate, that students can request through the "Open reservation: recovery session", are subject to availability of rooms at preferential rate possibly left after the previous preferential rate applications, and up to the number of rooms indicated in point 1.1. "Availability of accommodations at preferential rate for the a.y. 2024-2025".

In the event that the number of applicants exceeds the number of rooms available, the room assignment will be made according to the following priority order:

1. students in a condition of disability pursuant to Italian Law n.104/1992 or with civil disability equal to or higher than 66%;
2. "non-resident" students (1st year students and subsequent year students)
3. "commuting" students (1st year students and subsequent year students)
4. "resident" students (1st year students and subsequent year students)

It is also specified that:

- 1st year students of 1st,2nd,3rd ISU bracket will be taken into account based on the ISEE/ISEEU parificato parameter for benefits for the Right to University Education;
- subsequent year students of 1st, 2nd, 3rd ISU bracket will be taken into account based on the ISEE/ISEEU parificato parameter for benefits for the Right to University Education;

With reference to the rate change application, it is specified that:

- the preferential rate will be applied from the second housing installment and there is no adjustment for the first housing installment already paid.
- the rate change will be applied only if the accommodation occupied in the a.y. 2023-2024 falls within the type of accommodation also available at preferential rate.

#### **4.2 Deadlines and procedures for submitting application and housing assignment**

Regarding deadlines, how to submit an application, required documentation and publication of assignments, reference should be made to the information published on the Bocconi 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 the Housing Application 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 guests in Bocconi residence halls and taking part in the a.y. 2024-2025 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 in the a.y. 2024-2025 at Bocconi University in a Bachelor of Science, Integrated Master of Arts, Master of Science program or Specialized Master Programs during the period in which they are participating in the international experience.

Participation in the international mobility or internship program will be verified 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 room for the sole duration of the international program.

Please note that:

- the housing may be sublet only for full months;
- students temporarily occupying the room are not required to meet merit or economic requirements;
- in the case of rooms with shared bathroom, it is necessary for the incoming student to be of the same gender as the outgoing student;
- temporary assignment will only be possible if the student is participating in an international mobility program in presence (not remotely).

For students involved in temporary sublease, the total accommodation fee will be determined on the basis of the monthly rate.

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

For preferential rate rooms, the students taking over will pay full rate, unless one of the following cases occurs:

- the incoming student has applied for "New admission at a preferential rate a.y. 2024-2025" and has received an assignment result (later not accepted) or a non-assignment result due to lack of availability of places. In these cases, at the time of the sublet request, the student involved may ask to pay at preferential rate;

or

- the incoming student is eligible for the ISU Bocconi Scholarship a.y. 2024-2025 following the publication of the final ranking. It is specified that in this case the preferential rate will be applied only to installments due after the student's eligibility for the ISU Bocconi Scholarship has been defined. Therefore, for instalments due before the publication of the final ISU Bocconi ranking, the incoming student must pay the full rate.

Students subletting their rooms are responsible for any non-payments of the incoming student, also in case the incoming student transfers to another University or withdraw from studies.

For incoming students apply the same rules concerning the revocation of the accommodation assignment for students assigned housing, defined in Section 7 (point 7.2).

For information regarding the sublease period and payments, reference should be made to the

provisions to be published on the Bocconi website ([www.unibocconi.it/alloggi](http://www.unibocconi.it/alloggi)), which makes up an integral part of the Housing Application Requirements and Regulations.

### **5.1 Deadlines and how to submit application for temporary sublease of housing**

Only 2024-2025 assignees who meet all merit and/or economic and/or enrollment requirements and are enrolled in the academic year as defined above may apply.

If the requirements are not met and the assignment is later cancelled, the sublease is cancelled.

The temporary sublease application may be submitted according to the methods and timescales available on the Bocconi website ([www.unibocconi.eu/housing](http://www.unibocconi.eu/housing)).



## SECTION 6: RENUNCIATION AND WITHDRAWAL

**The acceptance of the housing assignment is binding:** the student, by accepting the assignment, always commits to paying the housing installment for the entire agreed-upon period.

Bocconi University grants the right to leave the accommodation early and to withdraw from the commitment to such payment exclusively in the foreseen cases of renunciation and withdrawal.

### 6.1 Renunciation

After a confirmation or a new admission in a residence accommodation, it is possible to renounce to the housing assignment exclusively for intended academic reasons foreseen in this Housing Application Requirements and below specified.

It is possible to renounce to the housing assignment, only during the time window published on the Bocconi website for every circumstance, for:

- students who received exchange/internship opportunities;
- students regularly enrolled in a.y. 2024-2025 who withdraw from their studies or transfer to another university;
- Bocconi students from a Bachelor of Science who, despite participating in a selection process for a Master of Science in Bocconi for a.y. 2024-2025, they have not been admitted and they are not enrolled in the 1st year "fuori corso";
- students who have realized that by August 10, 2024, they will not achieve the credits required for the merit requirement.

In the above-mentioned cases, the renunciation application **will be immediately accepted and the accommodation assignment for a.y. 2024-2025 will be cancelled**. The Office Fees, Funding and Housing will verify afterwards with the competent offices the truthfulness of the statement, in case of substantiated statements the security deposit will be returned and the student will not be burdened with penalties or further payments.

In case of declarations NOT substantiated by the specific academic reasons provided for the acceptance of the renunciation request, the student will not be refunded the security deposit (500 euros), will still have the obligation to pay one month's fees and will also be subject to the payment of 200 euros for administrative management charges.

#### **Renunciation due to graduation or internship (2nd semester)**

Also students who during the second semester of a.y. 2024-2025 will have to participate in a curricular internship at a location other than Milan and students who will graduate in the March 2024 session will be able to apply for renunciation from the housing assignment.

The application will be accepted and the room assignment for a.y. 2024-2025 will be cancelled as of the last day of the month following the month in which the application was submitted. It will be possible to submit the application starting from January 2025.

The Office will verify afterwards with the competent offices the truthfulness of the statement, in case of substantiated statements the student will be required to pay the monthly fee covering the month following that of submission of the application but the security deposit will be returned and the student will not be burdened with payments.

In case of declarations NOT substantiated by the specific academic reasons provided for the acceptance

of the renunciation request, the student will not be refunded the security deposit (500 euros), will still have the obligation to pay one month's fees and will also be subject to the payment of 200 euros for administrative management charges.

## 6.2 Withdrawal

Students who submit a "withdrawal" application exclusively during the period indicated on the Bocconi website can withdraw from the assigned accommodation, regardless of the reason.

Withdrawal applications submitted will result in the cancellation of the housing assignment starting on 24 December 2024.

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.

## SECTION 7: CANCELLATION – REVOCATION

### 7.1 Cancellation

Housing assignments will be cancelled by the office for students who fall into the following cases and who have not applied for renunciation or withdrawal in the foreseen time and methods:

#### a) Lack of housing requirements

The housing assignment will be cancelled to those who, at any time during the year, are found to lack one or more housing requirements: merit requirement or enrollment requirement for the a.y. 2024-2025.

Such students will be required to vacate the accommodation immediately and definitively, will still be required to pay in full any housing installments already due and they will not be entitled to a refund if already paid. Additionally, such students will not be entitled to a refund of the security deposit.

#### b) Withdraw from studies or transfer to another university

The housing assignment will be cancelled to those who will enroll in a.y. 2024-2025 and who after the enrollment, at any time during the academic year, transfer to another university or withdraw from their studies.

Such students will be required to vacate the accommodation immediately and definitively, will still be required to pay in full any housing installments already due and they will not be entitled to a refund if already paid. Such students will not be entitled to a refund of the security deposit.

#### c) Failure to comply with payment deadlines

The housing assignment will be cancelled to those who fail to pay the housing installment after 15 days from the due date.

Such students will be required to vacate the accommodation immediately and definitively, will still be required to pay in full any housing installments already due and they will not be entitled to a refund of installments already paid. Such students will not be entitled to a refund of the security deposit.

In this case, also the suspension of the academic and administrative position of the student is

applied until he/she submits proof of completed payment regarding the amounts due.

The university also reserves the right in this case to order the ineligibility of the student to use the Housing Service for the entire duration of the study cycle.

#### d) Graduation

The housing assignment will be cancelled for those who graduate during the year.

Such students will have to leave their assigned housing permanently by the end of the same month of graduation. They will be due (or not refunded if already paid) in this case the exit month and the following month.

Additionally, such student will not be entitled to a refund of the security deposit.

#### e) Missing economic requirement Right to university Education (for assignees at preferential rate)

The housing assignment will be cancelled to those who are found to be assignees of preferential rate housing for a.y. 2024-2025, but submit for the purpose of the Bocconi ISU Scholarship application a.y. 2024-2025 an ISEE/ISEEU parificato whose values do not fall within the limits provided to benefit from preferential rate.

Such students will be required to vacate the accommodation immediately and definitively, will still be required to pay in full any housing installments already due and they will not be entitled to a refund if already paid.

Such students will not be entitled to a refund of the security deposit.

## 7.2 Revocation

The housing assignment is revoked and the student must definitively leave the room assigned if, during the year:

- the student incurs the disciplinary sanction of exclusion from Bocconi University, imposed by Bocconi University. The revocation entails the definitive and immediate expulsion from residence hall and the loss of the housing deposit.
- the student is responsible for **serious violation of the rules of the Bocconi Residence Regulation**. In this case, the revocation entails the immediate and definitive expulsion from the residence hall and the loss of the housing deposit. The University reserves the right to refer the student to the Disciplinary Committee.

Moreover, the university reserves the right to order the ineligibility to use the Housing Service for the entire study cycle.

- the student who presented/presents **untruthful declarations**. In this case, the revocation entails the definitive and immediate expulsion from residence hall and the loss of the housing deposit. Furthermore, the sanctions provided for by art. 75 and 76 of D.P.R. 445/2000 as well as the penalties provided for by art. 10 of the Legislative Decree 68/2012 (in this regard, see Attachment A, relating to the verification of financial status and validation of economic information and documentation provided). The University reserves the right to refer the student to the Disciplinary Committee and, if the elements of the crime are recognized (Article 331 of the Criminal Code), a report to the judicial authority.

## **SECTION 8: ATTACHMENTS**

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

### **ATTACHMENT A – ISU BOCCONI BOARD**

#### **Members of the ISU Bocconi Board:**

Mr Riccardo Taranto, President, ISU Bocconi

Mr Paolo Cancelli, Director, ISU Bocconi

Ms Paola Chiara Borsetto, Operating Manager, ISU Bocconi

Professor Chiara Fumagalli, Dean, Bocconi Undergraduate School

Professor Carlo Salvato, Dean Bocconi Graduate School

Professor Catherine De Vries, Dean for International Affairs

Ms Alessandra Massaro, Student Representative

Mr Giovanni Barbaro, Student Representative

Mr Aldo Marcello Corigliano, Student Representative

## **ATTACHMENT B: Verification of Financial Status and Validation of Economic Information and Documentation Provided**

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, 10 of Italian D.lgs. n.68/2012, article 71 of Italian D.P.R. 445/2000, article 11 del DCPM 159/2013 and INPS memorandum no. 171/2014, and at any time may request supporting documentation attesting to the veracity of the declaration verifying the truthfulness, consistency and correspondence of the economic and financial situation resulting from the comparison between the ISEE/ISEEU parificato certificate, the additional information and documentation provided and the documentation and information in its records. For the purpose of this verification, the University may also request, at any time, any additional documentation useful for verifying the truthfulness of the information, declarations and documentation submitted.

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 an administrative sanction consisting in the payment of a sum equal to triple the benefit unduly received, 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.
4. Pursuant to the aforementioned laws, the treatment of the data acquired through the application for benefit assignment, with the purpose of verifying the economic conditions and the veracity of the situation of the student's family household, is necessary in compliance with a legal obligation pursuant to article 10 of Italian D.lgs. 68/2012, article 71 of Italian D.P.R. 445/2000 and article 11 of

Italian DPCM 159/2013, as well as for the performance of the University tasks carried out in the public interest as an academic institution, in compliance with article 34, paragraphs 3 and 4 of the Constitution, with DPCM 9 April 2001 and with Italian D.Lgs. 68/2012.

The treatment of sensitive data communicated through the application for benefit assignment is necessary for the performance of the University tasks carried out in the public interest in compliance with DPCM 9 April 2001 and Italian D.Lgs. 68/2012 (articles 6 and 9 of the General Data Protection Regulation no. 679/2016).

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 C: 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.

### **1. The types of information we collect**

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.

### **2. Purpose and modality of the Treatment**

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.

### **3. The legal basis for processing your information**

The personal data described above shall be used following a request by the interested party and 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 the Housing Application Requirements and Regulations. Failure to consent to use of data shall prevent participation in the application.

For the purposes indicated at paragraph 2., the data can be treated without the consent of all interested parties, as necessary in compliance with a legal obligation pursuant to article 10 of Italian D.lgs. 68/2012, article 71 of Italian D.P.R. 445/2000 and article 11 of Italian DPCM 159/2013, as well as for the performance of the University tasks carried out in the public interest as an academic institution, in compliance with article 34, paragraphs 3 and 4 of the Constitution, DPCM 9 April 2001 and Italian D.lgs. 68/2012.

Sensitive data communicated through the application for benefit assignment for the Right to University Education are treated in compliance with the aforementioned law (articles 6 and 9 of the General Data Protection Regulation n. 679/2016).

### **4. Circulation and communication of Data**

Data may be accessed by Staff of Bocconi University that have the need in order to perform duties or given their position held, as well as other entities providing services to Bocconi University, whom the University has specifically nominated as responsible or qualified for the processing of the Data of such subjects, in relation to their duties, shall have access to the pertinent Data. All this, always in connection with the purposes pointed out previously. 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 University Education; to public authorities such as 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.

## **5. Data Subject's Rights**

Data subjects have the following rights: to require the Data Controller to correct the personal data held about them if it is incorrect; to require the Data Controller to erase their personal data; to require the Data Controller to restrict its Data processing activities (and, where its processing is based on the subject's consent, the Data subject may withdraw that consent, without affecting the lawfulness of the Data Controller's processing based on consent before its withdrawal); to object to the data treatment; to receive from the Data Controller the personal data held about the subject which the subject has provided, in a reasonable format specified by the subject, including the purpose of the transmittal to another data controller. 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 [funding@unibocconi.it](mailto:funding@unibocconi.it) to the attention of the internal Data Processor.

Please note that the above rights are not absolute, and we may be entitled to refuse requests where exceptions apply.

The Data Controller for personal data is Università Commerciale Luigi Bocconi.

The internal Data Processor of the data provided is Mr. Paolo Cancelli, Director of the Students Outreach and Support Organizational Unit.

The Data Controller has appointed the Data Protection Officer ("DPO") that 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.



## ATTACHMENT D: Documents

### D.1 DOCUMENTS REQUIRED TO STUDENTS WITH FAMILY HOUSEHOLD RESIDENT IN ITALY

1. **Attestazione ISEE issued in 2024** for benefits for the Right to University Education in favor of the student requesting the benefit and with indication of the applicant's fiscal code;
2. **Dichiarazione Sostitutiva Unica (DSU)** connected to the above mentioned Attestazione ISEE;
3. **Financial statements form**, if there are entrepreneurial, individual or corporate business activities at 31/12/2022, with or without financial statements requirements. The financial statements form must be submitted for each individual or corporate company and must be completed, signed and approved by the professional who manages the company's accounting. The amount indicated in the financial statements form must be correctly declared also in the Dichiarazione Sostitutiva Unica ("altre forme di patrimonio mobiliare").
4. **Only students who requested to be considered "independent"** must submit the following additional documents:
  - a. CU employer's declaration of income earned in the years 2022 and 2023;
  - b. Income tax declaration referred to income earned in the years 2022 and 2023;
  - c. Family registration certificate, of the student and parents, related to the two years prior to the date of the DSU;
  - d. Rental contract, upon payment and in the name of the student, for the years 2022 and 2023 and registration of the contract at Agenzia delle Entrate in the years of reference.
5. **Only students with disability pursuant to Italian Law n.104/1992 or with civil disability equal or greater than 66%** must submit the following additional documents:

Copy of disability certificate pursuant to article 3, paragraph 1 or 3, of Italian Law n. 104 of 5 February 1992 or a copy of civil disability certificate attesting the percentage of disability. Both the certificates must be issued by the relevant Italian Medical Committee.

### D.2 DOCUMENTS REQUIRED TO STUDENTS WITH FAMILY HOUSEHOLD RESIDENT ABROAD

International students with official registered address abroad, or international students with official registered address in Italy but not independent and with members of their family household who have official registered address abroad, in order to access the a.y. 2023-2024 Right to University Education benefits, need to submit the following documentation:

1. **ISEEU parificato Certificate issued in 2024** by the CAAF partnered with Bocconi University.

For the required documents and the procedures to request the ISEEU parificato Certificate, it is necessary to refer to the provisions published on the dedicated pages of the Bocconi website and which make up an integral part of this Housing Application Requirements and Regulations.
2. **Financial statements form**, if there are entrepreneurial, individual or corporate business activities at 31/12/2022, with or without financial statements requirements. The financial statements form must be submitted for each individual or corporate company and must be completed, signed and approved by the professional who manages the company's accounting. The financial statement form must be submitted to the CAAF partnered with Bocconi University when requesting the ISEEU parificato Certificate and the related amount will need to be taken into consideration in the ISEEU calculation.
3. **Declaration of Absence of Sole Proprietorship or Business Activities** for each member of the family household without sole proprietorship or business activities as of 31/12/2022.
4. **Only students who requested to be considered "independent"** must submit the following additional documents:
  - a. CU employer's declaration of income earned in the years 2022 and 2023;
  - b. Income tax declaration referred to income earned in the years 2022 and 2023;
  - c. Family registration certificate, of the student and parents, related to the two years prior to the date of the ISEEU parificato Certificate;
  - d. Rental contract, upon payment and in the name of the student, for the years 2022 and 2023;

5. **Only students with disability pursuant to Italian Law n.104/1992 or with civil disability equal or greater than 66%** must submit the following additional documents:  
Copy of disability certificate pursuant to article 3, paragraph 1 or 3 of Italian Law n. 104 of 5 February 1992, or a copy of civil disability certificate attesting the percentage of disability. Both the certificates must be issued by the relevant Italian Medical Committee.