

# Your *keys* to the *future*



Fondazione  
Collegio  
Universitario  
**Einaudi**



Call for  
**CONFIRMATION**

**ADMISSIONS**  
**A. Y. 2024/25**



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# Chap.1 - Application

## 1.1 Object and recipients

**COLLEGIO UNIVERSITARIO DI TORINO RENATO EINAUDI** (henceforth 'Collegio'), Foundation ex art. 14 ss. c.c. registered to the Register of Legal Persons at the Prefecture of Torino and private-law entity with no profit-making purposes, as well as merit-based University College legally recognized and accredited by Italian Ministry of University and Research (MUR) in accordance with DD.MM. nn. 672 and 673 – 2016, **announces a contest for the confirmation of the accommodation benefit** for the a.y. 2024/2025; specifically for the period

**from September 1, 2024 to July 31, 2025 included**

excluding the winter holidays, during which the Collegio will  
close on **December 21, 2024** and will reopen on **January 7, 2025**

This call is reserved **exclusively for students that already own an accommodation benefit** in Collegio for the academic year 2023/2024. Specifically:



Students that are going to enrol to the 2<sup>nd</sup> (or above) year of a university course of a first level bachelor degree (L1), or master degree (LM) or single cycle degree program (CU) that were admitted in previous years following the admission process stipulated by the Collegio;



Students admitted following specific agreements between the Collegio and partner institutions (SSST, CCA, INPS, etc.);



Post-graduate students, admitted by following the specific call for admission (POL);



Students with a EU/extra EU citizenship, admitted by following the specific call for admissions (INT).

The provided services, which characterize the Collegio experience, are:



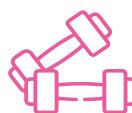
**Residential services:** the accommodation benefits and the provided services in the various residence halls are described within the Service Guide, that will be updated on Collegio official website no later than June 30, 2024;



**Personal training:** multidisciplinary training activities aimed at strengthening transversal competences useful to support students' studies and to effectively prepare to enter the world of work;



**Counseling, coaching and tutoring activities** aimed at effectively accompanying and supporting the student during her/his studies;



**Sport activities:** organised by CUS Torino in collaboration with the Collegio Universitario Renato Einaudi.

## 1.2 How to participate

To participate to this call, exclusively **from July 1<sup>st</sup> and July 31<sup>st</sup> 2024** the students will have to:

1. Fill in the application on the Student Portal platform;
2. Upload the documents stated in the following table (relative to their category) in the UPLOAD DOCUMENTS BAC area in the Student Portal.

Required documents	Students that will enrol to the 2nd or following year L1/LM/CU	Students admitted with agreements (SSST/CCA/INPS)	Post-graduate students	Foreign students with EU/extra-EU citizenship
Certificate or self-certification, in accordance with the D.P.R. 445/2000, of the successfully passed exams before 31/7/2024 <sup>1</sup> .	✓	✓		✓
A self-certification stating the request of the choice of the general practitioner in Turin <sup>2</sup> in accordance with the D.P.R. 445/2000.	Yes, with the exception of students that owned an accommodation benefit in Collegio for 6 months or less in the a.y. 2023/2024	Yes, with the exception of students that owned an accommodation benefit in Collegio for 6 months or less in the a.y. 2023/2024	Yes, with the exception of students that owned an accommodation benefit in Collegio for 6 months or less in the a.y. 2023/2024	Yes, with the exception of students that owned an accommodation benefit in Collegio for 6 months or less in the a.y. 2023/2024



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Self-certification, in accordance with the D.P.R. 445/2000, that states the regular continuation of the post-graduate course for the a.y. 2024/2025, with peculiar attention to the ongoing academic activity at one of Turin's Universities.			✓	
Completion, if necessary, of the form on the Student Portal concerning participation in mobility/internship projects during the academic year 2024/25.	✓	✓	✓	✓
Uploading in the UPLOAD DOCUMENTS BAC area on the Student Portal of the signed Student Booklet of the a.y. 2023/24.	✓	✓	✓	✓

### 3. Upload in the INCOME DATA area of the Student Portal the documents listed in the table below, according to their category:

Required documents	Students that will enrol to the 2nd or following year L1/LM/CU	Students admitted with agreements (SSST/CCA/INPS)	Post-graduate students	Foreign students with EU/extra-EU citizenship
University ISEE document dated 2024 <sup>3</sup> .	✓	Yes, if the agreement states that the student must pay the annual fee. The students that won the "INPS Collegi Universitari" call, must submit this document.		

<sup>1</sup> This document can be found in PoliTO's Education Portal (pathway "Certificates > Print self-certifications", select "Study plan with grades" and "Career history", then select "Print") and in UniTO's MyUni-to (pathway "Career > Career certifications", document title: "Self-certification of enrolment and matriculation with exams").

<sup>2</sup> The self-certification must be submitted from the students that will participate in a mobility/internship program too (a.y. 2024/2025).

<sup>3</sup> It should be noted that the ISEE Certificate: must be issued in 2024, must apply for university use for the student participating in the call (i.e. contain his/her TAX ID), and must not present discrepancies/omissions. For further information, contact a CAAF center or consult the institutional website of INPS.



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Please note that the students who are winners of INPS benefits under the INPS Collegi Universitari Call must have requested ISEE 2024 certification **by 30 June 2024**, otherwise the maximum ISEE contribution bracket will be assigned for the calculation of the grant payable by INPS (see the INPS Collegi Universitari Call of the year in which the winner was found).

It is possible to request a **change of the Residence Hall** during the application process: as stated in the “Regolamento” for the Owners of an accommodation benefit, 1/3 of the available spots in each Residence Hall will be reserved to the relocation of the students who request it, with an eventual ranking that will consider the proximity of the new Residence Hall to the University site of the interested party, the alternative criteria will concern the number of years already spent in Collegio and then the academic merit for the confirmation of the accommodation.

*The Collegio reserves the right to change the originally assigned room and Residence Hall, even after signing the housing agreement, and for objective reasons.*

## 1.3 Requirements

The accommodation benefits will be confirmed for the a.y. 2024/2025 to the students that possess the requirements **stated in the following table, concerning their specific category.**

Requirements	Students that will enrol to the 2nd or following year L1/LM/CU	Students admitted with an agreement (SSST/CCA/INPS)	Post-graduate students	Foreign students (EU/extra EU)
1.The Personal Training Program (PFP) of the a.y. 2023/24 has been completed.	✓	✓	✓	✓
2.To be enrolled full time to a university course (or equivalent) for the a.y. 2024/25.	✓	✓	✓	✓
3.To have acquired by July 31, 2024 the minimum cfu number – as shown in the designated tables – and to have a weighted average of at least 24/30.	✓	✓		✓
4.Have downloaded from the PFP Portal and signed their Student Booklet showing the educational activities attended in the a.y. 2023/24 and uploaded it on the DOCUMENTS UPLOAD BAC area of the Student Portal.	✓	✓	✓	✓
5.Not having received any disciplinary proceedings as stated in the art. XXIII.1, letters d) and e) of the current Regolamento.	✓	✓	✓	✓



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6.To have chosen the general practitioner in Turin for the a.y. 2024/25.	✓	✓	✓	✓
7.Not having pending payments towards the Collegio, or have settled any pending payments towards the Collegio no later than the relevant semester (28/02/2025 and 31/07/2025 respectively).	✓	✓	✓	✓
8.Not having been the subject of a removal order from the College or reasons of incompatibility with community life have not arisen.	✓	✓	✓	✓

Concerning the 1<sup>st</sup> point of the table, in accordance with the D.M. 673 of September 08, 2016, art. 4, 1.V, the students must have attended the minimum number of hours of the Personal Training Program (PFP), and filled the questionnaires where available. These are intended to evaluate the acquired soft skills as regulated in the “Disciplinare PFP”.

Concerning the 3<sup>rd</sup> point of the table, in the calculation of the weighted average, no rounding is carried out, since the corresponding real number is evaluated: therefore, if the average is lower than 24/30 (even if only to a few decimal places) the requirements for inclusion in the ranking are not met. If the number of acquired CFUs is more than the prescribed minimum, the best exams (with higher marks) will be taken into account in calculating the average, in order to reach the minimum number of CFUs.

Moreover, **language proficiency exams** and other possible exams **that do not have a numerical grade**, and for which only a passing grade is recognized (grade reported on the certificate: “passed” or “suitable”) will contribute to the number of credits, **with a score of 25/30**.

*Only exams belonging to the attended course, and included in the documentation produced by the University (i.e. exams certificate) or in the self-certification, will count in the number of acquired CFUs. Supernumerary exams taken by students enrolled in programs of affiliated institutions (SSST, CCA, etc...) will NOT be counted in the required amount of CFUs for confirmation.*

*Please note that, in order to calculate the average number of credits acquired by students enrolled in binational degree courses, reference will be made to the ECTS (European Credit Transfer and Accumulation System) evaluation scale.*

The requirements stated from point 1) to point 8) of the table above must be possessed too by:

- Students that will participate in mobility/internship programs abroad or in Italy in the a.y. 2024/25
- Students that have participated in mobility/internship programs abroad or in Italy in the a.y. 2023/24.



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### 1.3.1 Special cases

The students that fall into the following “special cases” must adhere to these instructions.

Special case	Can I submit to this call?	What do I have to do?
<b>Students that are about to graduate (1<sup>st</sup> level):</b> students enrolled to a bachelor degree in the a.y. 2021/22.	Yes, if the graduation will occur by July 2025.	Submit the confirmation application via Student Portal.
<b>Students that are about to graduate (LM or CU – single cycle degree program):</b> students that in the a.y. 2023/24 completed the number of years of their university course (master or single cycle), such as the 7 <sup>th</sup> year of Medicine and Surgery.	Yes, it is possible to obtain the confirmation of the accommodation benefit for one year and just up until the date of graduation.	Submit the confirmation application and communicate the date of graduation. It will be possible to remain in Collegio up to the winter holidays if they graduated by December 2024, and up until the summer closure 2025 if they graduated after January 1st, 2025 <sup>4</sup> .
Students that will graduate with a bachelor degree during the a.y. 2024/25, that decide NOT TO ENROL to a master degree.	Yes, but the student must leave the Collegio before the deadline of the next instalment after the date of their graduation.	Submit the confirmation application via Student Portal and communicate via ticket the intention to NOT enrol to a master.
Students that in the a.y. 2024/25 are PREVENTED FROM enrolling to a master after obtaining their bachelor degree due to any University norm.	Yes, it will be possible to reside in Collegio for the remaining part of the academic year.	Submit the confirmation application and commit to enrol to a LM in September 2025 via self-certification that has to be uploaded in the OTHER DOCUMENTS area of the Student Portal.
Students that, during the a.y. 2023/24, have participated to a mobility/internship program, and that are prevented from presenting a self-certification of the passed exams complete on 31/07/2024 with all the necessary credits and weighted average while participating to this ban because the university of provenance recognizes the exams after July 31 <sup>st</sup> 2024.	Yes, if the student possesses the necessary CFU, even if the University does not yet recognize them.	Submit the confirmation application and upload in the UPLOAD DOCUMENTS BAC area of the Student Portal: <ul style="list-style-type: none"> <li>• a self-certification, in accordance to the D.P.R. 445/2000, that states the possess of the requirements to participate to this Call for Confirmation;</li> <li>• “Transcript of records” issued by the foreign university;</li> <li>• “Learning Agreement” approved by both universities (of provenance and hosting) or conversion plan if it concerns a double degree program;</li> </ul> Before September 25, 2024, these students must necessarily upload in the OTHER DOCUMENTS area in the Student Portal a certificate or self-certification of the exams done abroad and recognized by the Italian university, in accordance with the D.P.R. 445/2000.

<sup>4</sup> These students can be enrolled with the part-time option, and must still possess the requirements illustrated in chap 1.3.2.





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Students that during the a.y. 2024/2025 will participate to a mobility/internship program.	Yes.	Fill both the confirmation application and the temporary check-out form on the Student Portal, as stated in chap. 2.6.
Students that are involved in a double-degree program that involves peculiarity in the academic design of the course (such as different duration of the course, etc.) or in 1 <sup>st</sup> level master courses with unusual CFU partition.	Yes.	Submit the confirmation application and send a request to the General Director via ticket on the Student Portal for an individual evaluation of the merit criteria concerning the peculiar situation.
For students enrolled simultaneously in two degree courses (rif. L.33/2022 and DD.MM. n. 930 and n. 933 of 29 July 2022).	Yes.	For the purposes of confirmation of the study place, it will be considered the degree course with which the student was admitted to the Collegio ("main" course). This course will be the reference in calculating the years of enrolment and confirmation requirements for the entire period of stay at the Collegio, i.e. it will not be possible to change it in subsequent years.
Students who complete by 21/12/2024 the Bachelor's degree and decide to enroll in another Bachelor's degree program.	Yes, but they are required to leave the College by 21/12/2024.	Submit the confirmation application via Student Portal and communicate via ticket the intention to enrol to another Bachelor's degree.

Students falling under the above-mentioned 'special cases' **will lose their right to a refund of the deposit if they fail to comply with the instructions.**

## 1.4 CONFIRMATION OUTCOMES

The final rankings and the lists of the selected candidates will be published on the Student Portal platform in the "ESITI GRADUATORIE" (RANKINGS) **no later than August 02, 2024, based on the self-declarations of possession of the requisites provided by the students participating in the call.**

The Collegio will carry out authenticity checks on the self-declarations provided by students by **September 15, 2024**. The candidate shall lose at any time the benefits obtained (even after successful confirmation of the study place and consequent entry into the College) if it emerges that the content of the declarations produced is not true and/or irregular and will be invited to vacate his/her room and leave the College permanently by **September 30, 2024**. The Collegio may forfeit the student's security deposit if irregularities are found in the declarations to cover the administrative costs incurred in handling an irregular/invalid confirmation application.



## Chap.2 - Confirmation of the accommodation

### 2.1 ACCEPTANCE OF THE ACCOMODATION AND REQUIRED DOCUMENTS

After the publication of the confirmation outcomes, the students will have to:

When?	What?	
<b>BEFORE AUGUST 11, 2024</b>	Carry out the payment of the 1 <sup>st</sup> instalment and security deposit following the stated methods.	Sign the housing agreement for the a.y. 2024/25 and the “Allegato A” (Attachment A) that will be available in the HISTORY & RECEIPTS area of the Student Portal.
<b>BEFORE SEPTEMBER 25, 2024</b>	Upload in the OTHER DOCUMENTS area of the Student Portal a certificate or a self-certification, in accordance with the D.P.R. 445/2000, signed and scanned that <b>states the exams passed up until July 31<sup>st</sup> 2024</b> , in case the previously submitted document was incomplete.	
<b>BEFORE SEPTEMBER 30, 2024</b>	Free the designated common rooms of any personal belonging left in Collegio in boxes, to render available these areas for educational purposes.	
<b>BEFORE NOVEMBER 15, 2024</b>	Upload in the OTHER DOCUMENTS area of the Student Portal a certificate or a self-certification, in accordance with the D.P.R. 445/2000, signed and scanned that <b>states the regular enrolment for the year 2024/25</b> . The students that are not obliged to enrol to the a.y. 2024/25 to obtain the degree due to some University norms, must upload a self-certification that states the commitment to submit the enrolment certificate in case they did not graduate in the declared date.	



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### DURING THE ACADEMIC YEAR 2024/25

Upload (within 30 days) in the OTHER DOCUMENTS area of the Student Portal a certificate or a self-certification, that includes all the exams passed, and a certificate of enrolment to a master degree – ONLY FOR THE STUDENTS THAT GRADUATE FROM A BACHELOR DEGREE.

Upload in the OTHER DOCUMENTS area of the Student Portal a certificate or a self-certification, in accordance with the D.P.R. 445/2000, signed and scanned that includes all the exams passed – ONLY FOR THE STUDENTS THAT GRADUATE FROM A MASTER DEGREE OR A SINGLE CYCLE DEGREE PROGRAM.

**If these conditions were not respected, the student will lose the accommodation benefit.**

The Collegio may, at its own discretion and at any time, verify the veracity of the paper documents submitted.

## 2.2 STUDENTS WITH SPECIAL NEEDS

In the respect of safety norms and conditions, the application to this Call by disabled students, must include appropriate health documentation to be uploaded through the Student Portal. Collegio reserves the right to verify - also through health advice - the condition of functional self-sufficiency with respect to the rooms' structure and the usability of the shared areas. It is highlighted that the accommodations awarded by this Call are individual rooms; therefore, it is not possible to host any companions. At the end of the application call, applicants will be contacted for a preliminary interview.

## 2.3 ANNUAL FEE AND CONTRIBUTION BRACKETS

The annual fee for a.y. 2024/25 is fixed at € 7.800,00, of which the contribution from the student is calculated based on the ISEE document for university use of the family unit (issued from January 2024); the other part is charged to Collegio. The student's family unit is made up of the components who make up the family registry at the date of the DSU's presentation (Dichiarazione Sostitutiva Unica) which must be completed to obtain the ISEE certificate.

**Students will automatically be placed in the maximum contribution bracket (bracket VII):**

- students who declare in their application that they will make use of the option not to submit the ISEE statement issued in 2024 and applicable for university use;
- students who, despite having applied for inclusion in one of the seven contribution brackets, have presented:
  - an ISEE certificate that is **NOT** applicable for university use;
  - o and/or an ISEE certificate that presents discrepancies/omissions;
  - o and/or an ISEE certificate that was **NOT** issued in 2024;
  - o and/or an ISEE certificate that does not indicate the participant's tax code
- students who, despite having applied for inclusion in one of the seven contribution brackets, have not completed the INCOME DATA area of the Student Portal by the end of the application period.

The following table includes the **annual fee valid for the academic year 2024/25** and the **students' contribution for each contribution band**:

## Annual fee : € 7.800

	Collegio contribution	Student contribution
<b>1 BAND</b> ISEE value less than or equal to € 15.600	€ 5.336	€ 2.464
<b>2 BAND</b> ISEE value From € 15.601 to € 19.600	€ 4.951	€ 2.849
<b>3 BAND</b> ISEE value From € 19.601 to € 25.000	€ 4.467	€ 3.333
<b>4 BAND</b> ISEE value From € 25.001 to € 33.000	€ 3.862	€ 3.938
<b>5 BAND</b> ISEE value From € 33.001 to € 42.600	€ 3.092	€ 4.708
<b>6 BAND</b> ISEE value From € 42.601 to € 55.000	€ 2.025	€ 5.775
<b>7 BAND</b> ISEE value more than or equal to € 55.001	€ 1.519	€ 6.281



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The students that got their bachelor degree in the 4<sup>th</sup> year of 1<sup>st</sup> level university course, and that in the a.y. 2024/2025 will enrol to the 7<sup>th</sup> year since the first registration to the university, they will not be required to submit any ISEE document and:

- will be automatically assigned to the VI contribution bracket if in the a.y. 2023/24 they were assigned from the I to the V bracket;
- will be automatically assigned to the VII contribution bracket if in the a.y. 2023/24 they were assigned to the VI or VII bracket.

**POL students category:** the fee contribution charged to students enrolled in PhD courses and II Level Master's courses, postgraduate courses and specialization schools (participants in the so-called "POL call") who will obtain confirmation under this Call, will be A) fixed and equal to that of the IV band of the BAM and BAC calls a.y. 2024/25 for students in any capacity who are beneficiaries of scholarship (whether it is provided by a public or private entity), B) fixed and equal to that of the III band of the BAM and BAC calls a.y. 2024/25 For students NOT receiving any kind of scholarship.

**INT student category:** the contribution fee charged to duly enrolled international (EU and Non-EU) students (participants in the so-called "INT call") who obtain confirmation under this call will be fixed and equal to that of the IV bracket of the BAM and BAC calls for applications a.y. 2024/25.

In case of allocation, during the a.y. 2024/25, of an accommodation benefit to sibling(s) of a student already holding a study place during the academic year 2024/25, a 10% reduction may be obtained by submitting a request ticket on the Student Portal. The reduction will be applied **exclusively to the contribution to be paid by the brother/sister newly admitted to the Collegio** and in accordance with the terms and conditions indicated in the Call of Admission (BAM).

### 2.3.1 Special cases

**INDEPENDENT STUDENT:** the student's parents, even if they do not live at the same address, are still required to be part of the same household of the candidate, with the exception of legal divorce and/or separation, or the occurrence of both the following conditions:

- a) the candidate must have had residence outside the house of the rest of the family for at least 2 years before the submission to this call, in a place not owned by other family members;
- b) the candidate must have an adequate income capacity for the years 2022 and 2023, not below the amount of € 6.500,00 as declared or assimilated in 2022 and 2023 as well as any other tax-free income.

**CURRENT ISEE:** whereas **the income was significantly altered<sup>5</sup>** it is possible to declare a **currently valid ISEE at the moment of the submission to this call or during the academic year**, to update the income data of a DSU linked to an ISEE.

The students' contribution will be calculated on the basis of the current ISEE for the annual fee (a.y. 2024/25) and for the successive instalments.

<sup>5</sup> For further information see the "Decreto Crescita", altered by the law n. 58/2019 and the D.P.C.M. 159/2013.



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### 2.3.2 Students' contribution payment modalities

The student contribution foreseen for the different contribution bands will be divided in three instalments to be paid using the following modalities:

	1 <sup>st</sup> instalment: deadline 11/08/2024	2 <sup>nd</sup> instalment: deadline 18/12/2024	3 <sup>rd</sup> instalment: deadline 05/04/2025	Total student contribution
<b>1<sup>st</sup> BRACKET</b> university ISEE value Up to € 15.600	€ 896	€ 896	€ 672	€ 2.464
<b>1<sup>nd</sup> BRACKET</b> university ISEE value From € 15.601 to € 19.600	€ 1.036	€ 1.036	€ 777	€ 2.849
<b>3<sup>rd</sup> BRACKET</b> university ISEE value From € 19.601 to € 25.000	€ 1.212	€ 1.212	€ 909	€ 3.333
<b>4<sup>th</sup> BRACKET</b> university ISEE value From € 25.001 to € 33.000	€ 1.432	€ 1.432	€ 1.074	€ 3.938
<b>5<sup>th</sup> BRACKET</b> university ISEE value From € 33.001 to € 42.600	€ 1.712	€ 1.712	€ 1.284	€ 4.708
<b>6<sup>th</sup> BRACKET</b> university ISEE value From € 42.601 to € 55.000	€ 2.100	€ 2.100	€ 1.575	€ 5.775
<b>7<sup>th</sup> BRACKET</b> university ISEE value Over € 55.001	€ 2.284	€ 2.284	€ 1.713	€ 6.281

Payment will be made through the PagoPA system. Any other payment methods will be promptly communicated by the Admissions Office to interested students.

If the student fails to pay the 1<sup>st</sup> instalment before the deadline, their submission will be considered invalid as **they will not be eligible for the accommodation, and the security deposit will be retained by the Collegio.**

### 2.3.3 Arrears for late payments

In case of late payment of the 2<sup>nd</sup> and 3<sup>rd</sup> instalments (or of a part of them), arrears will be applied as stated in the following table.

Delay ≤ 10 days <sup>6</sup>	25 €	Delay > 10 days <sup>6</sup>	50 €
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The methods of payment will be included in the request for the payment of the arrear. In case of non-payment of the arrears, Collegio will utilize the student's security deposit. The amounts received as arrears during the academic year 2024/25 will be used to finance institutional activities of the Foundation during the year 2025.

<sup>6</sup> Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua.



## 2.4 HOUSING AGREEMENT

The legal relationship between Collegio Universitario di Torino Renato Einaudi and the students is regulated by a Housing Agreement of a hotel nature, according to the Italian law (D.L. 68/2012, art. 13 co. 5). It is not a rental contract for a residential property, therefore it is not permitted and it **is strictly forbidden** to request a change of registered residence at one of the sections of the Collegio where one is housed. The Housing Agreement will be valid until the end of the academic year.

## 2.5 PERSONAL TRAINING PROGRAM AND “DIPLOMA DI COLLEGIO”

Each student of Collegio must sign a Personal Training Program (henceforth “PFP”) for each year spent in Collegio Einaudi, as required by the Italian law (art. 4, 1. V of D.M. 673/2016). The choice of PFP activities will be made from September 2024 in accordance with the timetable and procedures that will be detailed by email and/or ticket on the Student Portal for confirmed students. The PFP aims to offer integrative, transversal and interdisciplinary education, aiming to train responsible adults, having attention to the common good.

Each student can choose his own path within the Annual Learning Plan (PFA) prepared by Collegio and with the support of his Community Manager/Training Design Expert. As per the above mentioned Ministerial Decrees, the minimum hours of training provided for each student are as follows: if a student is attending the 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> year of university studies, he/she will have to attend 70 hours of training activities, while if a student is attending the 4<sup>th</sup> or higher academic years, he/she will have to attend 25 hours of them. At the end of each academic year or of their stay at the Collegio, each student is required to sign his PFP Student Booklet which contains evidence of the educational activities participated in during their stay at the Collegio. At the end of the stay in Collegio each student receives the Diploma di Collegio, certifying the attended formative activities.

For more info about PFP, [click here](#).

## 2.6 FINAL CHECK-OUT BY THE END OF THE ACADEMIC YEAR

### 2.6.1 Early termination of the agreement

After the admission and the subsequent signing of the Housing Agreement, the student may withdraw from the accommodation benefit and definitively exit Collegio before the end of the academic year. Such early termination must be communicated by filling, within the deadlines mentioned in chap. 2.6.2, the specific form of final check-out in Student Portal. Therefore, any communication sent by email or other channel of communication will not be considered.



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### 2.6.2 Partial refund on the paid student contribution

In case of early withdrawal from the Housing Agreement, the following refund will be applied:

#### 1<sup>st</sup> instalment

Check-out span	Check-out from Collegio before	Deadline for the submission of the form	Refund of part of the fee based on income bracket						
			1 INSTALMENT	2 INSTALMENT	3 INSTALMENT	4 INSTALMENT	5 INSTALMENT	6 INSTALMENT	7 INSTALMENT
September	30/09/2024	20/09/2024	€672	€777	€909	€1.074	€1.284	€1.575	€1.713
October	31/10/2024	10/10/2024	€448	€518	€606	€716	€856	€1.050	€1.142
December	21/12/2024	01/12/2024	No refund will be applied as the 1st instalment is valid until the date of leaving.						

#### 2<sup>nd</sup> instalment

January	31/01/2025	20/01/2025	€672	€777	€909	€1.074	€1.284	€1.575	€1.713
February	28/02/2025	15/02/2025	€448	€518	€606	€716	€856	€1.050	€1.142
April	05/04/2024	20/03/2025	No refund will be applied as the 2nd instalment is valid until the date of leaving.						

#### 3<sup>rd</sup> instalment

May-July	After 30/04/2025	No refunds will be applied for early termination after 30/04/2025.							
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Students who, after the signature of the Housing Agreement, wish to leave the Collegio before entering the Collegio, will receive the refunds according to the deadline of 30/09/2024.

**The reimbursements** provided for in the table above **will NOT be paid in the event that the student has:**

- **opted for early withdrawal from the housing agreement and has not successfully completed the minimum training hours (PFP)** provided for by the relative regulations based on the period of stay.
- **opted for early withdrawal from the housing agreement and has not uploaded the signed “PFP Student Booklet” to the ‘UPLOAD DOCUMENTS UD’ area on the Student Portal.**

If ordinary and/or extraordinary maintenance works are carried out within the Residence Hall in which the study place is assigned, the student will have no right to obtain a refund of the contribution, whether partial or total, or any reimbursement and/or compensation for damage.





## 2.6.3 Deposit return

Deposit refund will occur within the following two months which follows the one of the check-out period and only on condition that:

- the definitive check-out form on the Student Portal has been filled out within the deadlines specified in [chap. 2.6.2.](#);
- a signed scanned copy of the Student Booklet has been uploaded on the Student Portal when you do the check-out;
- the IBAN area in the Student Portal has been correctly filled in.

Collegio will withhold deposits in the cases mentioned in the Housing Agreement and when the student:

- has not successfully completed the hours of Personal Formative Training laid down by the relative document;
- has not uploaded the signed "PFP Student Booklet" in the UPLOAD DOCUMENTS UD area of the Student Portal;
- terms and deadlines laid down by this admission process have not been respected;
- has not communicated within the deadlines and with the modalities indicated in [chap. 2.7](#) the temporary suspension of the study place;
- has not communicated within the deadlines and with the modalities indicated in [chap. 2.6.2](#) the final check-out from Collegio.

If damage to the furniture or to the room is found during the check-out process, this will be quantified and the relative amount will be withheld from the deposit.

## 2.7 MOBILITY AND ABSENCES FROM THE COLLEGIO

### 2.7.1 Participation to mobility programs/internships

Students who benefit from an accommodation in Collegio and who will be engaged in mobility programs/internships for the AY 2024/25, lasting more than 2 months, are required to request the suspension of the accommodation benefit for the mobility period exclusively through a specific form on the Student Portal<sup>6</sup> by the following deadlines:

- By 31 July 2024 for departures in the first semester of the academic year;
- By 25 November 2024 for departures in the second semester of the academic year.

These students are also required to upload, in the UPLOAD DOCUMENTS UT area of the Student Portal, appropriate documentation attesting the participation to the mobility program (documentation issued by the Home University to confirm the international mobility period throughout the AY 2024/25 and, if the mobility period is not indicated, a self-declaration, pursuant to DPR 445/2000, containing all the information on the project).

Any communication sent by email or other means will not be considered.

All the students who, throughout the AY 2024/25, will participate in mobility projects and/or internships lasting more than 2 months and which disallow the regular stay in Collegio, will be obliged to proceed as mentioned above and to leave the room assigned to them within the scheduled deadlines summarized in the table in Chapter 2.6.2.

During this period, Collegio will not request the payment of the contribution charged to the student and will proceed, where appropriate, to refund part of the instalment paid according to the table in Chapter 2.6.2.

<sup>6</sup> It should be noted that, if conditions for international mobility will not guarantee the physical movement at the partner university, the student involved in a mobility program, for the AY 2024/25, will be given the opportunity to keep hold the accommodation at Collegio, on condition that the student fulfils the number of hours corresponding to that of students who are not involved in mobility programs (according to the "DISCIPLINARE PFP" in force).



## 2.7.2 Storage during the temporary suspension of the accommodation

Students who will be engaged in mobility programs/internships for the AY 2024/25 and who will get the temporary suspension of the accommodation availability, will be able to use a dedicated storage (namely 'Erasmus') at the residence Crocetta to leave, during the mobility period, their non-valuable personal belongings in closed boxes with their names on them.

The transfer of packages from the student's residence to the 'Erasmus' storage must be done by the students and an appointment must be arranged with Crocetta Residence Hall. Further information can be found at the following [link](#).

## 2.7.3 Students returning from mobility programs/traineeship

Students who have had accommodation availability suspended for mobility programs/traineeship and willing to return to the Collegio in the AY 2024/25, will be able to apply for the Call of confirmation for the AY 2025/26.

Students involved in mobility programs abroad, whose study period is due to finish before the end of the academic year, willing to return to the Collegio, will be able to apply for a room within two different periods (henceforth brackets) of re-entry described below.

A ranking list of the re-entry applications received will be established by the Collegio, according to the following criteria:

1. Number of years spent at Collegio Einaudi<sup>7</sup>;
2. In the event of a tie, by the number of University years;
3. In the event of further tie, by the lower ISEE value;
4. In the event of further tie, by the drawing of lots.

Students returning from mobility programs will be given a room in the same residence hall they were assigned to before the temporary suspension, subject to the availability of the residence hall itself. Should no place be available in that residence hall, students will be assigned to one of the remaining residence halls.

Re-entry from mobility period will be run in the following ways:

### **1<sup>ST</sup> BRACKET**

Students involved in mobility programs abroad, whose study period is due to finish by March 1, 2025, will be able to apply for a room during this bracket.

### **How to apply:**

**NO LATER THAN 30<sup>th</sup> NOVEMBER 2024**

Those students who have obtained a temporary suspension have to fill in the application form (available on the Student Portal) by November 30, 2024, to request to return to the Collegio within this bracket and to confirm or possibly to update the date when the mobility project abroad ends, which may be at most March 1, 2025.

### **Ranking and room award:**

Collegio will establish a ranking of the re-entry applications received by the deadline according to the criteria described above; with regard to this ranking, Collegio will therefore assign the rooms, if available, to the returning students within Christmas holidays, as soon as possible once all the renouncement and leaving procedure have been elaborated. Around

<sup>7</sup> The calculation of years spent at Collegio Einaudi does not take into account the month of entry in Collegio during the AY. For example, a student who entered in Collegio on 23/9/2020 and a student who entered on 20/5/2021 have both, on the date of 22/3/2021, 2 years spent in Collegio.



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75% of the rooms left before Christmas holidays will be reserved to students returning from mobility programs, except for rooms reserved to particular agreements for the second semester.

Students obtaining a room within the 1<sup>st</sup> bracket will have to pay the whole 2nd installment, no matter what the date of their re-entry is (at most March 1, 2025).

Those students who will not be able to return to Collegio during the 1<sup>st</sup> bracket due to unavailability of rooms, will be listed in the ranking for the 2nd bracket, without priority right.

### 2<sup>ND</sup> BRACKET

Students involved in mobility programs abroad, whose study period is due to finish by May 29, 2025, will be able to apply for a room during this bracket

#### How to apply:

**NO LATER THAN 15th FEBRUARY 2025**

Those students who have obtained a temporary suspension have to fill in the application form (available on the Student Portal) by February 15, 2025 to ask for re-entry in Collegio within this bracket, by confirming or updating the end date of the study period abroad.

#### Ranking and room award:

Should the number of applications be higher than the available rooms, Collegio Einaudi will establish a ranking of the re-entry applications received by the deadline according to the criteria described above, including those students within the 1<sup>st</sup> bracket who have not been able to return to Collegio Einaudi due to unavailability of rooms; according to this ranking, Collegio Einaudi will therefore assign the rooms, if available, to the students within the payment of the 3<sup>rd</sup> instalment's deadline, as soon as possible once all the renouncement and leaving procedure have been elaborated. Around 75% of the rooms left after the payment of the 3<sup>rd</sup> instalment will be reserved to students returning from mobility programs.

Students obtaining a room within the 2<sup>nd</sup> bracket **will have to pay 4 monthly instalments** (April to June), no matter what their date of re-entry is (which, by the way, is at most May 29, 2024).

Collegio Einaudi will not provide **students whose study period abroad ends after May 29, 2025** willing to return to Collegio Einaudi in June and July 2025: Collegio has not provided a specific bracket for these cases because it is not possible to estimate if some accommodations will be freed after the payment of the 3<sup>rd</sup> instalment; however, should some rooms be available, Collegio Einaudi will accept further applications of re-entry for the months of June and July: a ranking will be established in the order of their receipt only if the ranking of the 2<sup>nd</sup> bracket is empty and if there are free accommodations.

## 2.7.4 Prolonged absences

Students who - during a.y. 2024/25 - will be absent from Collegio for a period longer than two months for reasons other than international or national mobility programs/traineeships, regulated by cap. 2.7 of Admission/Confirmation call, will have to notify it on the Student Portal via ticket, specifying the period of absence and the reason why. In these cases, students may receive the same treatment as those students in mobility programs.



## Chap.3 - Partner institutions

### 3.1 BENEFICIARIES OF THE INPS CALL 'COLLEGI UNIVERSITARI'

Students who are already beneficiaries and who are interested in obtaining confirmation in the Collegio, must submit a confirmation application within the framework of this call for applications, and at the same time carry out all the formalities set out in the INPS call 'Collegi Universitari', published on the website [www.inps.it](http://www.inps.it). These students, in addition to the provisions of this call, must comply with the requirements identified by INPS for the confirmation of the INPS benefit.

Students who obtain confirmation of their study place for the academic year 2024/25 and who are the winners/winners of INPS benefits under the aforementioned call for applications, will be required to pay 50% of the contribution they are required to pay in accordance with the provisions of the INPS call for applications and will benefit from the services provided under the agreement, under the terms governed by the INPS call for applications. The Collegio will make any adjustments to the first instalment paid.

In the event that students lose their INPS benefit or decide to renounce it, by participating in this call for applications they may obtain confirmation of their study place at the Collegio, if they meet the requirements. In the event of confirmation of the study place, these students will be subject to the provisions of this call, including those contained in chapter 2.3 ANNUAL FEE AND CONTRIBUTION BRACKETS. In particular, for the months of stay not covered by INPS benefits, the Collegio will calculate the annual contribution on the basis of the ISEE 2024 Certificate (applicable for university benefits)

In addition, they will be required to communicate the date on which they obtained their Master's degree or single-cycle degree and may remain at the Collegio until closure for the Christmas holidays if they graduated by December 2024, until closure for the 2025 summer holidays if they graduated after 1 January 2025.

### 3.2 PARTNER INSTITUTIONS

Each year, thanks to a deliberation signed by the "Board of Directors", the Collegio reserves a certain number of accommodations rendered available for specific agreements stipulated with Institutions within the framework of higher university education, that aim to enhance the academic merit. These spots are assigned following the distinctive merit criteria stated by said Institutions in their own admission program.

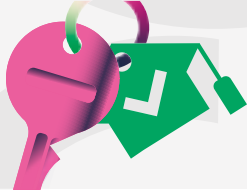
As for the Scuola di Studi Superiori Ferdinando Rossi dell'Università degli Studi di Torino and the Collegio Carlo Alberto, the students that owned an accommodation in Collegio for at least 6 months during a.y. 2023/24 will be able to obtain the confirmation of the accommodation only if they possess the necessary requirements and in the following cases:

- If the rules of the Institution didn't allow the permanence in Collegio for students in particular conditions such as the year in which they are supposed to graduate; in this case the Collegio will allow them to submit to this Call for Confirmation outside Convention places;
- In case students were admitted to the Collegio with ordinary processes and only later became part of an agreement. In this case, the possibility of participating in the Call for Confirmation a.y. 2024/25 is subject to compliance with all the merit and participation requirements set out in this Call for Confirmation.

In case of confirmation of the accommodation, these students will be subject to the disposition included in this Call. Moreover, they will be required to communicate the date of graduation (master degree or single cycle degree program) and will be able to remain in Collegio up to the winter holidays if they graduated by December 2024 and up until the summer closure if they graduated after January 1<sup>st</sup>, 2025.

Capable and deserving students, even if without means, who intend to participate in this confirmation procedure for the academic year 2024/25, may take advantage of the so called '**Renato Einaudi Option**' provided for in the "Call for applications for scholarships, housing services and degree awards", published annually by **EDISU Piemonte**.

Expressions of interest for this Option must be made according to the indications given in the EDISU Call for applications for the academic year 2024/25, at the time of submitting the application for the same Call.



## Chap.4 - Declarations

By submitting the application, the student accepts, for the entire permanence in Collegio during its university studies:

- the provisions contained in the ministerial decrees of MIUR 8 September 2016, nn. 672 e 673;
- the provision contained in and the present Confirmation Call for a.y. 2024/25;

and accepts obligations related to these measures with respect to the position of the student in the Collegio di Merito.

Additionally, declares, under own exclusive responsibility:

- to be aware of the criminal and civil penalties, in the case of false declarations, production or use of false acts, referred to art. 76 del DPR n. 445 del 28/12/2000;
- to be aware of the fact that information (personal data) required for the finalities mentioned here are necessary to conduct and manage the activities tied with the purposes of the Foundation. At the moment of accreditation in the Student Portal, the student is committed to know the policy ex art. 13 del Reg. 679/2016, expressing consent, where necessary, to the processing of personal data, as provided for in the Privacy Policy.

## Chap.5 - Assessment of the truthfulness of the declarations

Both during the preparation of the rankings and during the academic year, Collegio will exercise careful control over the declarations produced during the participation in the process and will carry out, by every means at its disposal, all the investigations it deems appropriate, requesting information and any assessments to all competent bodies and Institutions. The candidate forfeits the benefits obtained at any time (also following the assignment of the study place and consequent entry into the College) if the untruthfulness and/or irregularity of the content of the declarations produced emerges and will be invited to vacate the room and leave definitively Collegio within the period of competence of the last instalment paid. Untruthful declarations are punished pursuant to the Criminal Code and the special laws on the subject (art. 75 and 76 Presidential Decree 28 December 2000, n. 445).



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*reserved for students/ae who already hold a study place in a.y. 2023/24*

### CREDITS TABLES FOR CONFIRMATION OF STUDY PLACE A.Y. 2024/2025

TO BE ACQUIRED NO LATER THAN 31/07/2024 WITH A WEIGHTED AVERAGE OF 24/30

⊖ **Enrollment year** always means the year of **FIRST enrollment**, including students who have transferred to another course of study.

⊖ **Language proficiency exams** and other possible exams **that do not have a numerical grade**, will contribute to the number of credits, **with a score of 25/30**.

⊖ Only exams **belonging to the attended course**, and included in the documentation produced by the University (i.e. exams certificate) or in the self-certification, **will count in the number of acquired CFUs**. **Supernumerary exams** taken by students enrolled in programs of affiliated institutions (SSST, CCA, etc...) **will NOT be counted** in the required amount of CFUs for confirmation.

⊖ If the number of acquired CFUs is more than the prescribed minimum, **the best exams (with higher marks)** will be taken into account in calculating the average, in order to reach the minimum number of CFUs.

⊖ According to the PFP Regulations (see par. 1.15), the following requirements must also be met in order to obtain confirmation of the place of study for the next academic year: 1) **having attended the minimum number of formation hours** as per the Personalized Formation Plan (PFP); 2) **filling out**, after having completed one's PFP, **the questionnaire** evaluating the non-formal skills acquired by the student during the relevant academic year, normally released in July.

⊖ For **students simultaneously enrolled in two courses of study** (ref. L.33/2022 and DD.MM. no. 930 and no. 933 of July 29, 2022), **the course with which the student was admitted to Collegio** ("main" course) will be considered for the confirmation of the place of study. This course will be the reference, in the calculations regarding the years of matriculation and confirmation requirements, for the entire period of stay in Collegio, meaning that it will not be possible to modify it in the following years.

TAB. 1 – STUDENTS WHO WERE ADMITTED TO COLLEGIO AS STUDENTS ENROLLED IN A BACHELOR'S DEGREE PROGRAM

ENROLLMENT YEAR	REQUIRED CREDITS FOR CONFIRMATION
2023/24	26 CFU
2022/23	72 CFU
2021/22	120 CFU

TAB. 2 – STUDENTS AT THE END OF A BACHELOR'S DEGREE COURSE AND ALREADY ENROLLED IN A MASTER'S DEGREE COURSE, or ENROLLING IN A MASTER'S DEGREE COURSE.

ENROLLMENT YEAR	SITUATION	REQUIRED CREDITS FOR CONFIRMATION
2020/21	GRADUATION (BACHELOR'S DEGREE) NO LATER THAN 15/11/2023	25 CFU
	GRADUATION (BACHELOR'S DEGREE) BETWEEN 16/11/2023 AND 15/06/2024 (excluding students prohibited by university rules from enrolling in the master's degree immediately after the 1st level degree in the same academic year)	10 CFU
	GRADUATION (BACHELOR'S DEGREE) BETWEEN 16/06/2024 AND 31/07/2024 (only for students prohibited by university rules from enrolling in the master's degree immediately after the 1st level degree in the same academic year)	MINIMUM GRADE 1ST LEVEL BACHELOR'S DEGREE: 90/110
2019/20	GRADUATION (BACHELOR'S DEGREE) NO LATER THAN 15/11/2022	70 CFU
	GRADUATION (BACHELOR'S DEGREE) BETWEEN 16/11/2022 AND 15/06/2023 (excluding students prohibited by university rules from enrolling in the master's degree immediately after the 1st level degree in the same academic year)	55 CFU
	GRADUATION (BACHELOR'S DEGREE) BETWEEN 16/06/2023 AND 31/07/2023 (only for students prohibited by university rules from enrolling in the master's degree immediately after the 1st level degree in the same academic year)	30 CFU
2018/19	GRADUATION (BACHELOR'S DEGREE) NO LATER THAN 15/11/2021	Inability to apply for confirmation for the 7th year after first enrollment
	GRADUATION (BACHELOR'S DEGREE) BETWEEN 16/11/2021 AND 15/06/2022 (excluding students prohibited by university rules from enrolling in the master's degree immediately after the 1st level degree in the same academic year)	90 CFU Please note: Confirmation results in the application of the increased contribution bracket (see Confirmation Call)
	GRADUATION (BACHELOR'S DEGREE) BETWEEN 16/06/2022 AND 31/07/2022 (only for students prohibited by university rules from enrolling in the master's degree immediately after the 1st level degree in the same academic year)	75 CFU Please note: Confirmation results in the application of the increased contribution bracket (see Confirmation Call)

TAB. 3 – STUDENTS WHO WERE ADMITTED TO COLLEGIO AS STUDENTS ENROLLED IN A 5-YEAR POSTGRADUATE DEGREE

ENROLLMENT YEAR	REQUIRED CREDITS FOR CONFIRMATION
2023/24	26 CFU
2022/23	72 CFU
2021/22	120 CFU
2020/21	160 CFU
2019/20	205 CFU
2018/19 (only for Medicine and Surgery)	250 CFU

TAB. 4 – STUDENTS WHO WERE ADMITTED TO COLLEGIO AS STUDENTS ENROLLED IN A MASTER'S DEGREE PROGRAM

MASTER'S DEGREE ENROLLMENT YEAR	REQUIRED CREDITS FOR CONFIRMATION
2023/24	25 CFU
2022/23	70 CFU



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*reserved for students/ae who already hold a study place in a.y. 2023/24*

### GUIDE FOR STUDY PLACE CONFIRMATION CREDITS TABLES A.Y. 2024/25

In order to simplify the reading of the credit table for confirmation of study place, a guided path was created. It consists of a series of questions that each student can answer to easily identify the number of credits required for confirmation, based on the year of enrollment and the type of degree program attended.

The path starts here:

