

UNIVERSITY OF GASTRONOMIC SCIENCES

Official announcement for the conferral of 2 fee exemptions in the amount of € 16,500 each and for the conferral of student housing and lunch service scholarships, for citizens from low-income countries or lower-middle-income or upper-middle-income countries according to the World Bank (list as of December 2016)

enrolled in one of the Master of Gastronomy programs - either Master of Gastronomy: Food in the World (Food Cultures and Mobility) or Master of Gastronomy: Food in the World (Food Ecologies and Sovereignty) for the 2017-2018 academic year

Citizenship	Number of scholarships	Scholarship amount/ Euro	Income and property limits (in Euro) for presenting a scholarship request	
			Income Indicator	Property Indicator
Citizens from low-income countries or lower-middle-income or upper-middle-income countries according to the World Bank	2	€ 16,500 (fee exemption) plus student housing and lunch service	< € 23.000	< € 50.000

The number of scholarships is n°2 in total, to be assigned to two students either from the Master of Gastronomy: Food in the World (Food Cultures and Mobility) or Master of Gastronomy: Food in the World (Food Ecologies and Sovereignty) combined applicant pool. Should two students have the same number of points, the student with the higher merit point score will be awarded the university scholarship.

Official announcements for the conferral of fee exemptions, student housing and lunch service scholarships (hereinafter called “scholarship”) are presented in compliance with the decisions taken by the Executive Committee of the University of Gastronomic Sciences (hereinafter called the university) regarding the reduction of university fees for students enrolled at the university in the Master of Gastronomy for the 2017-2018 academic year, and with reference to the current national legislation related to administrative self-governance of Italian universities and access to study grants.

ARTICLE 1 – ELIGIBILITY

Citizens from low-income countries, lower-middle-income and upper-middle-income countries according to the World Bank can apply for a university scholarship according to the table above if they meet the following requirements:

- be in possession of a **minimum level of English language equivalent to a C1-level**, (in accordance with the Common European Framework of Reference for Languages). The candidate must be interviewed by UNISG professors via Skype (use of the webcam required) in order to verify the aforementioned minimum English language requirement;
- income and property situation does not exceed the limits indicated above
- be in possession of the merit requirements stated in Articles 2 and 4 below
- have completed the pre-enrollment procedures to the Master of Gastronomy for the 2017-2018 academic year

- be subsequently enrolled as a regular student in the program

ARTICLE 2 – POINT SYSTEM

Applicants will be awarded points based on merit requirements, as indicated in the successive Article 4. Should two students have the same number of points, the student with the lower income and property indicators will be awarded the university fee exemption.

ARTICLE 3 - INCOME AND PROPERTY LIMITS FOR PRESENTING A SCHOLARSHIP REQUEST

3.1. – Income and Property Indicators

Income and property indicators are calculated by designated Italian fiscal assistance agencies (Center for Fiscal Assistance, or CAAF) based on the applicant's income and family status. The university, operating with an authorized Center for Fiscal Assistance, will convert the requested income data (Article 6) into income and property indicators.

The resulting income and property data must not exceed the above mentioned income and property indicator limits.

3.2 – Student categories

In order to calculate the income and property indicators, the student status and family unit of the applicant must be determined. They are defined as follows:

a) **Dependent Student:** student applicants who are supported financially by their family; the family unit for dependent students is composed of the applicant together with all family members who share a financial relationship with the applying student, either as financial guarantors (e.g. parents or guardians) or dependents (e.g. children, siblings) irrespective of whether they live with the applicant.

Special Cases:

- student with separated or divorced parents: the family unit of the applicant is considered to be the parent receiving the alimony. If the parents live in different family units, but without being legally separated or divorced, the student's family unit will be considered to include both parents;
- student with brothers or sisters earning an income or owning property: for those families who are *de facto* supporting the student, the income or property of the student's brothers or sisters living in the family unit will be calculated at 50% in the income and property status indicators referred-to in this article;
- student with a family unit possessing income or property from a country other than Italy: outside Italy, the income status is calculated as the total earnings received abroad plus 20% of foreign property not included in the financial calculations.

b) **Independent Student:** student applicants who are not supported financially by their family and for whom both of the following statements are true:

- the applicant resides outside the family's home, in an apartment not owned by a family member, for at least two years prior to the date of application
- the applicant's income from employment or similar, for at least two calendar years preceding the year in which the application is made (e.g. an applicant applying in 2017 will present income statements from both 2015 and 2016) is no less than € 7,502 for each year;

The family unit for an independent student is composed of the applicant and any spouse or dependents. For more information pertaining to the "financial family" of the applicant, see Article 6.

ARTICLE 4 –MERIT EVALUTATION FOR THE SCHOLARSHIP

4.1 - Merit evaluation for the conferral of a scholarship

The applicant's final position in the fee exemption ranking is solely determined by the merit points received during the admission process.

For more information, please see section 3 of the announcement of the establishment of the Master of Gastronomy published on the following web page: <http://www.unisg.it/corsi-iscrizioni/master-of-gastronomy-in-italy-the-world/admissions/>

4.2 Merit requirements to confirm the scholarship

In order to confirm the student's entitlement to a scholarship, merit requisites must be satisfied. These are evaluated according to the criteria indicated below:

a) The weighted grade point average (GPA) obtained by the student, calculated based on the credits earned after each examination, must not be lower than 24/30. "With honors" commendations granted to students are considered qualitative acknowledgments of merit, and will not be considered when calculating the above-mentioned weighted average grade.

b) All exams must be passed on the first scheduled date

A control that the student has fulfilled the above requirements will be done on May 31st 2017 and at the end of the program.

ARTICLE 5 - SCHOLARSHIP REVOCATION

5.1 – Failure to meet merit requirements

Students failing to fulfill all merit requirements by the above-mentioned deadline will have their scholarship revoked, and will have to pay in full the university fees for which he/she had obtained an exemption.

5.2 – Disciplinary sanctions

Serious offenses, as assessed by the Disciplinary Board and sanctioned by the Dean as per Article 10 of the Student Regulations and Course Enrollment ¹, will result in the revocation of the scholarship.

5.3 – Delivery of untruthful information and/or false documents

If a student is found to have submitted untruthful information and/or false documents, he or she will lose the right to the benefits. The student will lose any possibility for university scholarship throughout his or her course of studies (Article 11).

ARTICLE 6 – SCHOLARSHIP APPLICATION PROCEDURE AND ENCLOSURES

Scholarship applications must be submitted by students using the "Self-Declaration Scholarship Request" form, in which students must certify their family unit members and financial status.

The following must also be attached to the application:

¹ Art. 10.1 – Students failing to comply with regulations or laws or norms concerning safety in the workplace, pursuant to Leg. Decree 81/2008 and subsequent amendments, either within the university premises or during the study trips/field seminars, are liable to disciplinary action; the student must therefore conform to the provisions of art. 20 of Leg. Decree 81/2008 and subsequent amendments, "duties and obligations of the worker." Penalties apply for acts occurring on University premises, during the internships, inside Student Lodging or anywhere else where students are acting on behalf of or as part of the University. Student regulations and course enrolment. The following disciplinary actions can be taken against students:

a) verbal warning b) written warning c) temporary suspension from one or more lectures or other academic activities d) exclusion from one or more exams or other accredited tests for one whole session or part of it, and from academic activities e) temporary suspension from UNISG academic activities and from the services provided for the students f) expulsion of the student. Applied sanctions will not interfere with the right or duty of UNISG to initiate judicial proceedings in the case of civil or criminal offences. Disciplinary authority over students is held by the Dean, who chairs a Disciplinary Committee personally or through a delegate. The committee also includes the director or a delegate, the President of the Board of Directors or a delegate council member and a student delegate elected in accordance with the rules stated in the General Regulations of the University. The Disciplinary Committee will start considering the situation following the production of written reports or verbal communications submitted to the Committee.

Warnings a) and b) above will come from the Dean. Regarding items c), d), e) and f) above, the Disciplinary Committee will notify the student in writing, either by registered, hand-delivered or e-mailed letter. Within the deadline stated in the notification the student can present his/her defence.

Sanctions are communicated in writing by the Dean. Within ten days of the notification, the student can appeal to the Dean, who retains the final decision. Any disciplinary actions will be recorded in the student's permanent record.

- Official certificates or statements containing information about the student's family unit. These statements must be issued by the authorities of the countries outside of Italy, including an Italian translation certified by the Italian consular authorities (paragraph 3 of the Decree of the President of the Italian Republic no. 445/2000). The University of Gastronomic Sciences, operating with an Authorized Center for Fiscal Assistance (CAAF), will convert the income data contained in the above-stated documentation into income and property indicators.
 1. Composition of the applicant's "financial" family, that is, family members who share a financial relationship with the applying student, either as financial guarantors (e.g. parents or guardians) or dependents (e.g. children, siblings) irrespective of whether they live with the applicant;
 2. the individual annual income of each member of the family on December 31, 2015;
 3. the actual personal property of each member of the family on December 31, 2016;
 4. movable assets: average monthly balance for the year 2016, shares, and financial investments of each member of the family on December 31, 2016;
 5. the annual amount of mortgage installments yet to be paid by each member of the family on December 31, 2016.
- copy of an identity document for the applicant and any additional members of the applicant's "financial family"

Students from developing countries (D.M. 1/08/2014, n. 594 downloadable at (<http://attiministeriali.miur.it/anno-2014/agosto/dm-01082014.aspx>) must submit:

- an official affidavit issued by the competent authorities of the student's country of origin.
- a copy of the student's ID document

Stateless or Refugee Students

These students will be requested to produce only the official statement issued by the Italian Ministry of the Interior or by the Italian Office of the High Commissioner of the United Nations.

Any circumstance following the date of delivery of the application that changes the student's status (granting of a second scholarship or other reduction of university fees, transfer to another university, impossibility to continue studying, interruption of studies, change of faculty or course of studies, etc.) must be promptly communicated to the University of Gastronomic Sciences Registrar Office.

ARTICLE 7 – DEADLINES AND APPLICATION PROCEDURES

The complete required documentation must arrive **before 12:00 noon on July 3, 2017**. Documents may be submitted either in person, by mail via registered letter with acknowledgment of receipt, or by international courier, at the Registrar Office at the following address:

Segreteria Studenti
Università degli Studi di Scienze Gastronomiche
Via Amedeo di Savoia, 8
12042 Pollenzo - Bra (Cuneo) Italy

Late delivery of documents will not be accepted.

ARTICLE 8 – ANNOUNCEMENT OF SUCCESSFUL CANDIDATES

Scholarships are awarded based on the student's merit and financial status (Articles 2 and 4). The final list of students awarded scholarships will be published on the university's website (www.unisg.it) on **July 12, 2017**.

Following the publication of the final list of scholarship holders, should a student fall into one of the categories listed in Article 14 of the Regulations for the Granting of Exemptions from the Paying of

Tuition and Honor Loans² (available at <http://www.unisg.it/en/faculty/statuses-regulations/>) and in Article 10 of this Announcement, the scholarship will be revoked.

ARTICLE 9 – ALLOCATION OF SCHOLARSHIP

No sums are allocated directly to scholarship holders. Scholarship holders are exempt from paying university fees for the amount granted and are awarded housing and lunch service. Exemption from the payment of university fees will take effect on the deadline of the two installments, the amounts of which are stated in the “Payment of University Fees”. The assignment of a place in student housing and access to the university dining hall does not entitle the student to convert these benefits into cash values owed. In the event that a student loses his/her entitlement to a scholarship, the student will receive written notification of the same.

ARTICLE 10 – NON ELIGIBILITY AND EXCLUSION

Students will not receive a scholarship if:

- they are not regularly enrolled for the academic year in which they receive a scholarship
- they have not provided the required documentation (Art. 6)
- their application arrives after the stated deadline (Art. 7)

ARTICLE 11 – ASSESSMENT OF SELF-DECLARATIONS

11.1 – Assessment of financial conditions

In order to ensure full compliance of the terms provided in the official announcement, assessment of the truthfulness of self-declarations submitted by students may also be made after a fee exemption has been granted.

To assess the truthfulness of the financial status stated in the self-declaration, the university will use control procedures to verify the data in the applications of students eligible for fee exemption.

To proceed with such assessments, the university may require that specific documentation be provided to prove that the information given is complete and truthful.

11.2 – Penalties

If, after an assessment, a student is found to have submitted false information in order to obtain a fee exemption, he or she will lose the right to the benefits, as stated in paragraph 75 of the Decree of the President of the Italian Republic no. 445/2000 for untruthful declaration; excepting measures and action which may be taken as per the existing law. The student will lose any possibility for university fee exemptions throughout his or her course of studies. Any criminal case will be treated in accordance with the law by the judicial authorities.

12.3 – Handling of personal data

When delivering the signed self-declaration form, the student is informed of the provisions contained in paragraph 13 of the Legislative Decree no. 196/2003, including those referring to the handling and circulation (including reference) of personal data. Students will be granted the rights stated in Legislative Decree no. 196 of June 30, 2003, including the possibility of obtaining the interruption of data handling and, accordingly, of the procedure.

Bra, January 12, 2017
Administrative Director
Stefania Ribotta

²**Art. 14 – Conditions for exclusion from exemptions.** The following are excluded from tuition exemptions: a) students who have not completed the pre-enrollment stage; b) students not admitted to the academic year for which they intend to apply for a tuition exemption; c) students who submit an application after the indicated deadline; d) students who have not submitted the required documentation. With regard to students from countries outside the EU, only one tuition exemption will be awarded per country. In the case in which more than one student from a given country should submit an application, the tuition exemption shall be awarded to the student with the highest merit point partial score.