



University of Gastronomic Sciences  
Università degli Studi  
di Scienze Gastronomiche

## UNIVERSITY OF GASTRONOMIC SCIENCES

### UNIVERSITY FEE PAYMENT REGULATIONS FOR ENROLLMENT IN THE TWO-YEAR GRADUATE DEGREE PROGRAM 2018/2019 Academic Year

#### **REFERENCE REGULATIONS**

##### **Excerpted from the University of Gastronomic Sciences Student and Program Enrollment Regulations**

6.1 – Each year, prior to the start of the academic year, the Executive Committee determines, upon Faculty Council approval, the amount for the university fees for enrollment to the programs. The detailed regulations governing the payment procedures are defined in the Payment Regulations in effect for the corresponding academic year, published on the University's website.

6.2 – Students are only considered regularly enrolled following the payment of the total amount corresponding to the university fees owed.

*(Omissis)*

6.5 Students not up-to-date with the payment of university fees, and therefore not regularly enrolled, cannot carry out any career activities (sit exams, participate in study trips and in any other academic activities worth university credit), nor may they transfer to other structures or obtain certifications beyond those relative to the academic years in which students were up-to-date with payments.

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**STUDENTS ENROLLED IN THE FIRST YEAR IN THE 2018/2019 ACADEMIC YEAR**

**AMOUNT**

- **€14,500**, including 4,000 credits on the Academic Tables Dining Hall Meal Card.<sup>1</sup>

**PAYMENT**

- **Deposit: €500**, payable within 10 days after receiving notification of acceptance from UNISG.

If the deposit is not paid by the stated deadline, the candidate will be taken off the list of admitted candidates and will have to repeat the entire admissions process. The deposit is non-refundable if the student decides not to enroll in the university.

- **First installment: €5,000 by September 10, 2018**  
➤ **Second installment: €5,000 by January 31, 2019**  
➤ **Third installment: €4,000 by April 30, 2019**

For recipients of a partial fee exemption of €4,500, payment installments must be made as follows, in addition to payment of the deposit:

- **First installment: €5,000 by September 10, 2018**  
➤ **Second installment: €4,500 by January 31, 2019**

For recipients of a partial fee exemption of €4,000 from the Community announcement for educational continuity,<sup>2</sup> reserved for students who have graduated or are about to graduate from UNISG with an Undergraduate Degree in Gastronomic Sciences, payment installments must be made as follows, in addition to payment of the deposit:

- **First installment: €5,000 by September 10, 2018**  
➤ **Second installment: €5,000 by January 31, 2019**

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<sup>1</sup> For information related to the Academic Tables: <http://www.unisg.it/en/student-life/cafeteria-le-tavole-accademiche/>  
University dining hall credits are an integral part of the university fees. As such, any unused credits may not be reimbursed.

<sup>2</sup> The exemption brings a deduction of €4,000 from the second installment of the fees for the first year of the program.

**University Fee Payment Regulations - For enrollment in the two-year graduate degree program  
2018/2019 Academic Year**

For recipients of the partial fee exemption of €4,500 as well as the partial fee exemption of €4,000 from the Community announcement for educational continuity,<sup>3</sup> reserved for students who have graduated or are about to graduate from UNISG with an Undergraduate Degree in Gastronomic Sciences, payment installments must be made as follows, in addition to payment of the deposit:

- **First installment:            €2,500            by September 10, 2018**
- **Second installment:        €3,000            by January 31, 2019**

**STUDENTS ENROLLED IN THE SECOND YEAR IN THE 2018/2019 ACADEMIC YEAR:**

**AMOUNT**

- **€9,200**, including 2,000 credits on the Academic Tables Dining Hall Meal Card.<sup>4</sup>

**PAYMENT**

- **First installment:            €4,600            by September 10, 2018**
- **Second installment:        €4,600            by January 31, 2019**

For recipients of a **partial fee exemption of €4,500**, payment installments must be made as follows:

- **First installment:            €4,700            by September 10, 2018**
- **Second installment:        €0**

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<sup>3</sup> The exemption brings a deduction of €4,000 from the second installment of the fees for the first year of the program.

<sup>4</sup> For information related to the Academic Tables: <http://www.unisg.it/en/student-life/cafeteria-le-tavole-accademiche/>  
University dining hall credits are an integral part of the university fees. As such, any unused credits may not be reimbursed.

**University Fee Payment Regulations - For enrollment in the two-year graduate degree program  
2018/2019 Academic Year**

If a student who has confirmed enrollment in the first or second year of the Graduate Degree Program decides, for any reason, to withdraw from the program, the student has the right to a partial refund of the fees already paid, only if such withdrawal is made within the first thirty or ninety days after the start date of the academic year, as indicated in the schedule outlined below:

| <b>Days of notice of withdrawal<br/>given by the student prior to<br/>the start of the academic<br/>year</b> | <b>% refund of the<br/>first installment<br/>of fees</b> | <b>% refund of the<br/>second and third<br/>installments of fees,<br/><u>if already paid</u></b> |
|--|--|--|
| <b>30 days</b>   | 30%  | 80%  |
| <b>90 days</b>   | 0%   | 80%  |

**STUDENTS GRADUATING AFTER THE END OF YEAR II**

Students who have not been awarded their degree by the last graduation session at the end of the second year of their studies and who intend to take exams or graduate at a later date are required to pay €2,000 for each academic year in which they will participate in academic activities.

**PAYMENT EXTENSIONS**

Requests for extensions for the payment of the deposit will not be accepted.

Excerpted from Student and Program Enrollment Regulations, Article 6.7: Potential extensions to the predetermined deadlines for the payment of university fees must be requested in advance to the Administrative Director in writing, using the form available on the University portal, on or before the payment deadline for the university fee installment in question; in any case, payment extension requests for a deadline greater than 90 days following the original installment payment date will not be allowed. Payment extension requests presented according to the above-indicated procedures will be evaluated by the Administrative Director whose decision is not be subject to appeal.

**University Fee Payment Regulations - For enrollment in the two-year graduate degree program  
2018/2019 Academic Year**

**PAYMENT METHOD**

Payments must be made by bank transfer to the account of UNIVERSITÀ DEGLI STUDI DI SCIENZE GASTRONOMICHE.

The following reference should be used to identify the payment: “Deposit / Installment n°\_\_ – Graduate Degree – 2018/2019 – Student’s full name”.

The bank details are as follows:

**BANCA PROSSIMA – MILAN BRANCH**

ABI 03359

CAB 01600

CIN O

C/C 100000101172

IBAN IT49 0033 5901 6001 0000 0101 172

BIC/SWIFT BCITITMX