



Regulations on tuition fees, contributions and exemptions

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<i>ANNEX 1 – Tuition Fees Amounts and Deadlines</i>	



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Acronyms

The following acronyms will be used in these regulations:

- DC (Degree courses) (*CdS*) = Bachelor's degree course, Master's degree course, single-cycle Master's degree course;
- *TDSU* - Education Tax= Regional tax for equal access to university studies, referred to in Legislative Decree No. 68 of 29/03/2012, Art. 18, Paragraph 8, the amount is specified in Annex 1 "Fees A.Y. 2022/2023: Amounts and Deadlines"
- AC = All-inclusive Annual Contribution, referred to in paragraphs 257 and 258 of Art.1 of Law No. 232, 11.12.2016, the amount is specified in Annex 1 "Fees A.Y. 2022/2023: Amounts and Deadlines"
- University-ISEE = Equalized Economic Situation Indicator for benefits granting Equal Access to University Studies;
- Equalized ISEE (*ISEE Parificato*) = Equalized Economic Situation Indicator for benefits granting Equal Access to University Studies for students residing abroad;
- Stamp duty = Stamp duty as per Presidential Decree No. 642 of October 26, 1972.

Art. 1 - Content and Objectives

- 1.The University of Calabria defines students' tuition fees for degree courses enrolment in accordance with the principles of equity, gradualness and progressiveness, in order to guarantee equal access to university studies and to reward commitment and merit.
- 2.These Regulations establish fees and contributions provided for enrolment in Degree Courses and PhD, Master's Degree Courses and Higher Education Courses at the University of Calabria.
- 3.Amounts and deadlines are approved annually by the Board of Directors and reported annually in an annex to the Regulations.

Article 2 - Tuition fees for degree course enrolments.

1. The tuition fee due by full-time students, unless specifically exempted, consists of: a) stamp tax; b) insurance cost; c) tax for equal access to university studies (*TDSU*); d) all-inclusive annual contribution (AC) as specified in Art. 3;
2. The tuition fee due by part-time students, unless specifically exempted, is made up of: a) stamp duty; b) insurance cost; c) tuition fee (*TDSU*); d) 50% of the annual all-inclusive contribution (AC) as specified in Article 3;
3. The tuition fee due by international students, unless specifically exempted, consists of: a) stamp tax; b) insurance cost; c) tuition fee (*TDSU*); d) annual all-inclusive contribution (AC) as specified in Article 3; in case of non-available ISEE, international students must pay a flat fee as a one-time contribution (including *TDSU* and AC).



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Art. 3 - All-inclusive annual contribution (AC)

1. This contribution is determined by the economic situation of the student's household, whose parameter is measured by the University-ISEE.
2. The University-ISEE certification is issued by INPS upon direct request by students or through an Authorized Tax Assistance Centre (CAAF) or other authorized entities.
3. The application must expressly specify the household member or members, whose economic indicator – assessed to grant benefits for Equal Access to University Studies – must be estimated.
4. Data on University-ISEE are acquired by the University directly from the INPS database.
5. The University-ISEE application must be submitted to INPS by the deadline indicated in Annex 1. Without valid University-ISEE certification, the maximum *TDSU* and AC will be applied.
6. University- ISEE certifications with omissions or discrepancies are not considered as valid to calculate the annual contribution, in such cases the maximum taxation will be applied. Valid University- ISEE certifications must be requested by the deadline indicated in Appendix 1 without penalty for late submission and in any case no later than 12/31/2022.
7. In case of a change in the household's financial situation, a Current ISEE – produced in accordance with Article 9 of Prime Minister's Decree No. 159 of 5/12/2013 – may be submitted. In order to give the University, the possibility to acquire the Current ISEE from the INPS database, it is necessary that the person concerned promptly notifies it according to the instructions on the University portal.
8. Pursuant to Article 8, Paragraph 3 of Legislative Decree No. 68 of March 29, 2012, the financial status of students residing abroad is determined through the Indicator of the Equalized Economic Situation Abroad (Equalized ISEE – *ISEE Parificato*) calculated as the sum of income received abroad plus 20 percent of assets owned abroad, calculated in accordance with the methods set forth in Article 7, Paragraph 7 of Legislative Decree No. 68 of March 29, 2012.
9. The Equalized ISEE (*ISEE Parificato*) must be requested
 - by students residing abroad;
 - by students residing in Italy who are not self-employed (see DPCM December 5, 2013, No. 159, as amended) and whose family members are living abroad.
10. Students must pay the AC, which is determined both by their income brackets and also by time to finish degree courses as well as merit requirements.
11. Rules of calculation and reference tables by income brackets are given in Annex 1.
12. The AC must not be paid by students who meet the following requirements:
 - a. to belong to a family unit whose University-ISEE (or Equalized ISEE) is below or equal to the NO-TAX threshold defined in Annex 1;
 - b. to be in line with exams as defined in Annex 1;



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c. to have achieved the number of credits as defined in Annex 1 in case of enrolment in years following to the first.

Article 4 - Instalments, deadlines and methods of payment

1. The total contribution shall be paid in instalments, whose number and deadlines are defined in Annex 1.

2. The first instalment must be paid exclusively online, the following instalments through Pago PA. No other payment methods are allowed. The payment receipt does not need to be handed in since it will be automatically acquired.

3. The status as enrolled students is acquired after paying the first instalment. Students who are deemed to be in arrears with fees cannot perform any career steps or take advantage of University services.

Art. 5 - Additional semester

1. Additional semester for degree attainment: students who end up their exams, including internship, in one of the sessions of the A.Y. n/n+1 and graduate by April 30 of the year n+2 do not need to register for the new academic year.

2. Additional semester for 24 ECTS credits enrolment: for students enrolled in a degree course and at the same time in an educational program for the attainment of 24 ECTS credits at the University of Calabria, the standard duration of the degree course is increased by one semester. Students can then take exams in their last scheduled useful session and the final exam by April 30 of the following year without renewing their registration for the new academic year.

Art.6 Tuition Fee Exemption

Tax exemptions cannot be cumulated; in case of more than one exemption, the most advantageous one for students will be applied. Unless otherwise specified, the exemption is automatically enforced without students' request. The exemptions provided are:

(a) NO-TAX Area: students are totally exempted from paying AC, if they meet the requirements set out in Annex 1.

(b) Scholarship: if eligible, whether scholarship beneficiaries or not, students are totally exempted from AC and *TDSU* for standard-duration degree courses; however, they are required to pay 50% of the AC in the first year following standard-duration degree courses.

(c) Disabilities:

a. Students are totally exempted from paying AC, *TDSU* and any other fees and contributions if they fall under one of the cases provided for in Article 9 of Legislative Decree No. 68/2012 or Article 30 Law No. 118 of March 30, 1971 (see Annex A).

b. Disabled students are exempted from paying *TDSU* and 50% of AC if their disability grade is between 40% and 65%. Such exemption will be applied to disabled students for a number of years equal to the standard-duration degree course plus one.



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In order to be eligible for the benefit, students must submit their disability certifications (by uploading them to the appropriate section in the students' career management system).

d) Other family members enrolled: the members of the same family unit who are simultaneously enrolled in a degree course at the University of Calabria are entitled to exemption from the payment of the 4th instalment.

Tax exemptions are applied as long as at least two members of the family unit do not take advantage of an exemption among those in the preceding sections of this article and all members of the family unit are in line with fees up to the 3rd instalment.

In case one of the family members is granted a merit exemption, the other member will be granted a household exemption. Interested students must request this kind of exemption by the deadline indicated in Annex 1, only in case they do not have University-ISEE certifications; students can automatically apply for it in all other circumstances.

(e) Merit:

1. Students enrolling in a bachelor's or single-cycle master's degree course and achieving a high school diploma with a grade of 100/100 cum laude in the same year of enrolment at the University are entitled to a fee exemption for the 4th instalment.

2. Students who obtain a bachelor's degree within the prescribed time and by December 31 acquire the right to 100% exemption of AC on enrolment in a master's degree course for the following academic year.

3. Students, who obtain a bachelor's degree, graduating one year after the prescribed time and by December 31 acquire the right to 50% AC exemption on enrolment in a master's degree program for the subsequent academic year.

4. Those who enrol in a two-year master's degree course, having already graduated for the bachelor's degree course with a grade of 110/110 cum laude, are entitled to a fee exemption for the 4th instalment.

5. Students who are in line with their exams and acquire all the credits in their study plan (excluding the final exam) by December 31 are entitled to a 50% reduction of AC on enrolment for the subsequent academic year.

6. Students, who enrol in a master's degree course, will have the amount – paid for enrolment in single courses in the previous academic year – deducted from the AC upon submission of proper request, provided that the corresponding ECTS credits have been earned.

7. Students, enrolled as a result of a shorter program request, are exempted from paying AC in the year of enrolment if they belong to a household, whose University-ISEE is below or equal to €20,000.

8. The winner of gold medal at the university sports championships is exempted from paying AC upon submission of appropriate application.



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9. Winners of the Olympiads regional rounds – promoted and financed, i.e. organized by the "General Directorate for School Regulations" of the Ministry of Education, University and Research (*MIUR*) and reserved for high school students, held in the year of university enrolment (Chemistry, problem solving, Italian, philosophy, astronomy, physics, mathematics, computer science, robotics, statistics, natural sciences and classical languages and civilizations Olympiads) – are granted fee exemption from the 4th instalment on submission of a proper application.

Benefits under items 2, 3 and 5 will not be applied in case of validated exams, excluding those exams already passed in international mobility programs and taken at accredited institutions for the testing of the related foreign language level of competence.

(f) International students:

1. If indicated in the agreement, *TDSU* and *AC* will be replaced by an all-inclusive-amount tax.
2. If students are scholarships' recipients from the Italian government under development cooperation programs and intergovernmental cultural and scientific agreements and related recurrent executive programs, they must only pay the stamp duty and insurance fees. In subsequent academic years, the fee exemption depends on the renewal of the scholarship by the Ministry of Foreign Affairs.
3. If students come from one of the particularly poverty-stricken countries – whose list is defined annually by a decree of the Ministry of University and Research (*MUR*) that implements the provisions of Article 13, paragraph 5, of the D.P.C.M. 09/04/2001, as amended – they must only pay stamp duty and insurance fees for a number of years equal to the standard duration of the degree course + 1.

(g) Other exemptions:

1. Students, children of those who are recognized as victims of mafia or terrorist organizations, are exempted from *AC* upon special request submission.
2. Students who are awarded the "*Alfieri del Lavoro*" Prize – for the 25 best students who have finished high school with top grades and who enrol in single-cycle bachelor's or master's degree courses – are exempted from the payment of the *AC*.

Art. 7 - Refunds

1. Students who obtain a master's or single-cycle master's degree by December 31 in a number of years equal to the standard course duration are entitled to an ex officio refund of the *AC*. This benefit shall not be applied in case of validated exams in the career, excluding those exams already passed in international mobility programs and taken at accredited institutions for the testing of related foreign language level of competence.



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Art. 8 - Career records

a. Withdrawal from studies: to apply for withdrawal from studies, students must be in line with fees owed up to the last year of registration. Students previously enrolled and students enrolled in the current academic year must pay the first and the second instalments and any other instalments already outstanding at the date of application. Withdrawal involves the payment of a fee defined in Annex 1. The application for withdrawal is considered completed once all amounts owed have been paid; otherwise, the academic career will remain in progress.

b. Re- entry to study courses: students who do not confirm their de facto enrolment, will interrupt their studies. If they intend to resume their studies, they must apply for the request to re-enter to study courses and pay a contribution as defined in Annex 1.

c. Transfers to other universities: students not enrolled in the current academic year who intend to transfer to another university must be in line with the payment of fees for previous academic years.

If students are enrolled in the current academic year, they must pay the first and second instalments and any other instalments fallen due on the date of application. In any case, they must pay the transfer fee, whose amount is defined in Annex 1.

d. Course Transfers: students who intend to enrol in a degree course at the University of Calabria through transfer from another degree course of the same University need to pay a fee, whose amount is defined in Annex 1.

Art. 9 - Enrolment in Single Courses

1. Students can enrol in Single Courses. In such cases, the contribution due is: a) stamp duty; b) insurance cost; c) an amount per ECTS credit as indicated in Annex 1.

2. The same provisions that apply to academic year enrolment will be also applied to students with disabilities.

Art.10 Tuition fees plan for enrolment in PhD Courses

1. Insurance and *TDSU* must be paid to enrol in PhD Courses.

Art. 11 - Fee for enrolment in Master's Degree and Higher Education Courses

Tuition fees owed for enrolment are specific to each single Master's degree course and Higher Education Course and are specified in the call for admission to Master's degree and Higher Education courses.

Art. 12 – Issue of degree certificates

1. Graduates and Ph.D. students are requested to pay a fee for their degree certificates.

Art. 13 - Checks

1. Statements provided in accordance with Articles 71 and 75 of Presidential Decree No. 445 of December 28, 2000, shall be checked for veracity. In the case of an ascertained false statement, action shall be taken pursuant to Article 76 of the aforementioned regulations.



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Art. 14 - Person in charge of the procedure and Data Protection Contact

1. The Process Manager and Data Protection Contact Person is Dr. Gianfranca Russo, email: area.servizididattici@unical.it.

2. Pursuant to Article 13 of Regulation (EU) 2016/679, students are informed that the personal data they provide, will be processed in accordance with EU Regulation 2016/679, as well as Legislative Decree no. 196/2003. Personal data will be processed exclusively for institutional purposes. For further details, please refer to the information in Annex B.



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ANNEX A - Regulations on instalments and exemptions

Art. 9 L.D. 29/03/2012 n. 68

(Instalments for attending university courses and exemptions from fees and contributions).

1. For the purpose of paying the amount of tuition fees owed for university courses attendance by instalments, state universities and institutions of higher artistic, musical and coreutic education – hereinafter referred to as: 'Institutions' – shall assess the financial status of those enrolled in the terms provided for in Article 8, Paragraph 3, and may take into account education differentials costs in combination with different disciplines.
2. Students meeting the eligibility requirements for scholarships and disabled students with a recognized disability under Article 3, Paragraph 1, of Law No. 104 of February 5, 1992, or a disability grade of sixty-six percent or more will be totally exempted from paying tuition and university fees by institutions and universities.
3. Foreign students who are recipients of annual scholarships from the Italian government in the framework of development cooperation programs and intergovernmental cultural and scientific agreements and their executive programs will be totally exempted from paying tuition and university fees by institutions and universities. In the academic years subsequent to the first, the exemption is subject to scholarship renewal by the Ministry of Foreign Affairs, as well as to the fulfilment of the merit requirements set forth in Article 8, paragraph 2, previously communicated to the Ministry of Foreign Affairs by the university or institution of higher artistic, musical and choreographic education.
4. Students forced to interrupt their studies because of duly certified serious and prolonged illnesses are totally exempted from paying university fees and contributions during that period of time.
5. Students who wish to re-entry their academic careers after a period of study interruption of at least two academic years – for the academic years in which they were not found to be enrolled – will be totally exempted by paying tuition and fees by universities. For this period of time, they are required to pay a fixed fee, set by the universities, for each year.
6. Students who benefit from the provisions in paragraphs 4 and 5 cannot perform any career step during their study interruption. The application for this benefit cannot be revoked during the academic year, and the interruption time is not taken into account for the purpose of the merit evaluation under this Decree.
7. Within the limits of their budget resources and taking into account the students' financial situations, state institutions and universities can independently grant total or partial exemptions from tuition fees and university contributions with reference to: a) students with impairments, with a disability grade lower than sixty-six percent; b) students who complete their degree courses within the terms prescribed by their respective programs with regular acquisition of the credits, set forth in the study plan; c) students who carry out a documented work activity.



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8. Students, exempted under Paragraph 2, who are enrolled in bachelor's degree courses, single-cycle master's degree courses, master's degree courses, Ph.D. courses, as well as first- and second-level academic courses, will be refunded the already-paid first instalment of tuition fees and contributions by universities and institutions; in cases rankings for scholarships have not been published yet, before course enrolment deadlines, students will be refunded within one month from the date of publication of such rankings.

9. Students, who meet the eligibility requirements for scholarships and enrol in a subsequent year of their course, are not asked to pay tuition fees until scholarship rankings are published.

10. Deserving and excellent students, even in situations of economic discomfort, are awarded a share of the state contribution by legally recognized non-governmental universities in accordance with Law No. 243 of July 29, 1991, being totally exempted from tuition fees, as set forth, in Paragraph 2, and they shall also be entitled to additional exemptions, determined independently by the universities themselves, taking into account the criteria set forth in Paragraph 7.

11. By April 30, the number of students fully or partially exempted from tuition and university fees, as well as their distribution into categories according to tuition fees amounts, will be annually reported to the Ministry and the National Council of Undergraduate Students, depending on different types of exemptions, institutions and universities.

12. In order to ensure that legally recognized non-governmental universities receive adequate financial burdens arising from the application of this decree, in the allocation of contributions provided for in Law No. 243 of July 29, 1991, the Minister defines specific incentives. These incentives should take into account the universities' compliance to the policies of equal access to universities studies, with particular reference to the increase in the number of total exemptions, compared to the 2000 - 2001 academic year, starting from the tuition fee and university contributions of students who meet the eligibility requirements for scholarships as referred to Article 8.

Notes to Article 9: - Article 3, paragraph 1, of the aforementioned Law No. 104 of 1992 is as follows: "1. A disabled person is anyone who has a physical, psychic or sensory – stabilized or progressive – impairment, causing difficulties in learning, relationships or work integration such as to determine a process of social disadvantage or marginalization." - For references to Law No. 243 of 1991, see notes to the introduction.

Art. 30 Law 30/03/1971 No. 118

(Exemption from school and university fees)

Civilian maimed and disabled people who belong to families of disadvantaged financial status and who have suffered a decrease of more than two-thirds in their ability to work, and children of disability pension recipients, are granted exemption from school and university fees and any other taxes, similar to the exemptions provided for war orphans, civilian blind, and war, labour and service maimed and disabled people and their children.



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ANNEX B - Information pursuant to Article 13 Regulation (EU) 2016/679 (RGPD)

The following information represents a fulfilment required by Regulation (EU) 2016/679, General Data Protection Regulation (henceforth, *RGPD*), which determines obligation to provide interested parties with the necessary information to ensure the correct and transparent processing of their personal data in accordance with Article 13.

Data controller: University of Calabria.

Data Protection Contact Person: Dr. Gianfranca Russo, Head of the Teaching Services Area of the University of Calabria, email: area.servizididattici@unical.it.

Data Protection Officer: Lawyer Sergio Niger, email: rpd@unical.it.

Purposes and legal basis of the processing

Processed data, those provided at the time of the application for admission to degree programs or – after the latter stage has been successfully completed – at the time of enrolment and during the educational process up to the final degree examination, are collected and used within the limits established by law and regulations or processed for institutional purposes. It should be noted that data processing is carried out in accordance with the general principles of lawfulness, transparency, correctness, accuracy, minimization, confidentiality, and integrity as referred to in Article 5 *RGPD* (General Data Protection Regulation) and that data will be processed exclusively for administrative and educational purposes. The University may also process personal data for statistical and scientific purposes. In addition, the university may use personal data processing to foster teaching analysis and educational improvement, as well as activities and services related to research and equal access to university studies.

Data processing methods and concerned parties

The requested and acquired personal data are collected and processed both in paper form and by electronic (computer) means for purposes related to University's institutional activities.

Fees and contributions estimates involve the University's access to income data of the student's household. These data are mainly processed by means of computer systems and are used to determine university tuition fees and contributions.

Data are also reported to the Public Administrations in charge of controls (by way of example, the Italian Revenue Agency, the Italian National Social Security Institute (INPS) and the Finance Police (*Guardia di Finanza*)).

Any data classification, as for example, special data and/or judicial data will be processed in accordance with the *RGPD* (Italy's General Data Protection Regulation) and in compliance with the Regulations for the Processing of Sensitive and Judicial Data of the University of Calabria.



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The submission of particular personal data (last name, first name, residence, fiscal code, e-mail) is required in order to establish the relationship between the student and the University, therefore it is to be considered mandatory. Without such data, it will not be possible for the University to start and carry out the relevant administrative procedure.

Concerned parties' rights

Concerned parties have the right to access, to correct and delete their personal data from the Data Controller, in the cases provided for, or to limit and deny their personal data processing (Art. 15 et seq. of the *GDPR*).

These rights can be enforced by writing to the Data Controller.

In case of students aged under 18, they are asked to carefully read the notice with their parents or legal guardians before communicating their personal data to the University.

A notice with further details is available at unical.it/privacy.