

**RIGHT TO EDUCATION**

**CALL FOR APPLICATIONS**  
for the assignment of financial aid  
and study grants

**ISTITUTO EUROPEO DI DESIGN**  
**MILAN**  
**ROME**  
**TURIN**  
**CAGLIARI**  
**FLORENCE**

---

*Contents*

1. ELIGIBLE APPLICANTS
2. SUM SET ASIDE FOR STUDY GRANTS
3. REQUIREMENTS
  - 3.1 Merit requirements
  - 3.2 Economic requirements
4. VALUE OF STUDY GRANTS
5. INTEGRATION TO THE STUDY GRANTS
6. PROCEDURES FOR PREPARING THE RANKING LISTS
7. DEADLINES
8. HOW TO APPLY
9. TRANSFER
  - 9.1 Presentation of the application in the event of transfer to another university
  - 9.2 Presentation of the application in the event of transfer from another university
10. NON-ADMISSION TO THE CALL FOR APPLICATIONS
11. PUBLICATION OF THE RANKING LISTS AND APPEALS
12. ASSIGNMENT OF STUDY GRANTS AND PAYMENT TERMS
13. INADMISSIBILITY, FORFEITURE, REVOCATION OF THE RIGHT
14. CHECKS ON THE TRUTHFUL NATURE OF ECONOMIC DECLARATION PROVIDED
15. INFORMATION ON THE USE OF PERSONAL DATA AND THE RIGHTS OF THE DECLARANT  
(Art. 13 of Legislative Decree no. 196, dated 30th June, 2003)
16. REMINDER DEADLINES
  - APPENDIX A , B, C, D and E

## 1. ELIGIBLE APPLICANTS

The call for applications is open to everybody:

- Italian citizens,
- Citizens of European Union Member States,
- Citizens of States not belonging to the European Union (Italian Presidential Decree no. 394 dated 31<sup>st</sup> August 1999, implementing Italian Legislative Decree no. 286 dated 25<sup>th</sup> July 1998).

**Applicants must meet all the following requirements:**

- be a IED student admitted or enrolled in an Academic Diploma First Level course at Istituto Europeo di Design, in the seats of Milan, Rome, Turin, Cagliari or Florence, for the Academic Year 2017/2018;
- Have the economic and merit requirements listed in point 3.

The study grant is awarded to students regularly enrolled for the first time in the academic years of a First Level Academic Diploma, for a maximum period of seven semesters, calculated beginning from the first enrollment academic year.

The study grant is exempt from income tax, as envisaged by Circular no.109/E dated 6<sup>th</sup> April 1995 issued by the Italian Ministry of Finance.

**Students, who in the Academic Year 2017/2018 have met one of the following conditions, are not eligible to participate in the call for applications:**

- have already achieved, in Italy or abroad, qualifications equivalent or higher than the course of study for which they claim the benefits and services for;
- hold or have held—even partially—for the same year a scholarship awarded by other public or private institution;
- have enrolled in a First Level Academic Diploma course at Istituto Europeo di Design, after applying for the withdrawal from University Studies at IED or another university/institute;
- changed the seat, repeating the enrollment in a course year already attended;
- are enrolled in a foreign university and are eligible to attend a course at IED, under agreements of International exchange program.

**N.B. The actual allocation of benefits and services are however restricted to students who are regularly enrolled (and have paid the enrolment and tuition fee) by September 30<sup>th</sup>, 2017 (for the 2nd and 3rd year) or by October 31<sup>st</sup>, 2017 (for the 1st year).**

**Students not duly enrolled by the above dates, will not be considered eligible for obtaining the benefits. They will not be included in the temporary ranking list.**

## 2. SUM SET ASIDE FOR STUDY GRANTS

For the Academic Year 2017/2018, Istituto Europeo di Design, based on the estimated funding assigned by the Regione Lombardia, will award study grants for a total value of **Euro 89.902,00**. The study grants will be allocated among the students enrolled for the first time in the first year and students enrolled in the following ones.

## 3. REQUIREMENTS

### 3.1. Merit requirements

#### Students enrolled in to the first year - Academic Diploma First Level

In order to be admitted to the ranking list, applicants must:

- be regularly enrolled in<sup>1</sup> for the Academic Year 2017/2018, for the first time in the first year of an Academic Diploma First Level course at IED, by **October 31<sup>st</sup>, 2017**;
- have obtained a high-school diploma average of no less than **80/100**;<sup>2</sup>
- have the economic requirements for Art. 3.2, below

The confirmation of financial aid, as specified at Art. 12 (ASSIGNMENT OF STUDY GRANTS AND PAYMENT TERMS) is subject to obtaining at least **40 credits** no later than **August 10<sup>th</sup> 2018**.

#### Students enrolled in to the second or third year - First Level Academic Diploma

In order to be admitted to the ranking list, applicants must:

- be regularly enrolled, for the Academic Year 2017/2018, in the second or third year of a First Level Academic Diploma course at IED, by **September 30<sup>th</sup>, 2017**;
- have obtained the following credits no later than **July 31<sup>st</sup> 2017**:
  - ✓ at least **40 credits** (only for students enrolling in the second year)
  - ✓ at least **100 credits** (only for students enrolling in the third year)
- have the economic requirements of Art 3.2, below.

---

<sup>1</sup> are considered as "**regularly enrolled in**" the students who have paid both enrolment and tuition fee.

<sup>2</sup> Students who have graduated from a high school in a country other than Italy, will be evaluated according to the final grade resulting from the conversion formula adopted by the MIUR (MIUR of 4/6/2007).

The confirmation of financial aid, as specified at Art. 12 (ASSIGNMENT OF STUDY GRANTS AND PAYMENT TERMS) is subject to obtaining no later than **August 10<sup>th</sup> 2018**:

- ✓ at least **100 credits** (only for students enrolling in the second year)
- ✓ at least **160 credits** (only for students enrolling in the third year)

### **Academic credit validity and weighted average**

When completing the online application, students will be required to indicate the number of academic credits attained and corresponding weighted average. These values are to be understood as follows:

**Number of academic credits:** students are required to specify the number of academic credits which have been earned by passing exams and which have been duly recorded since the beginning of their academic history (for the current level of studies), up until July 31<sup>st</sup> 2017. Exam marks not expressed in thirtieths are also valid. Any credits earned from exams not included in study plans, from individual ongoing modules or from exams taken and recorded prior to matriculation on the current level of studies are not valid.

**Weighted average:** students are required to calculate and specify the weighted average of the exams listed in the "NUMBER OF CREDITS ATTAINED" field; exams marks not expressed in thirtieths should not be considered. 30 with honours should be counted as 30.

To obtain the weighted average, each mark should be multiplied by the exam value (in credits); the total of the results should be divided by the number of academic credits considered as a whole.

For Example:

Exam 1	Mark 26/60	Value: 9 credits
Exam 2	Mark 30/30	Value : 12 credits
Exam 3	Mark 18/60	Value : 9 credits
Exam 4	Mark: approved (e.g. English language knowledge testing)	Value : 3 credits
Total no. credits attained		<u>33 credits</u>
Total no. credits to be considered for the weighted average		<u>30 credits</u>

### **Weighted average calculation:**

26 x 9	234+	
30 x 12	360+	
18 x 9	162+	
Total	756	Weighted average = 756 / 30 = 25.20

**Bonus:**

Students who fail to attain the minimum number of credits required, may add the bonus credits specified below to the academic credits actually attained in accordance with the following:

- **5 credits**, if employed for the first time to maintain the financial assistance attained for the first year or to attain assistance for the second year;
- **12 credits**, if employed for the first time to attain financial assistance for the third year.

The bonus credits may only be employed once and may not be combined. Any bonus credits not employed during the academic year of reference may be employed in subsequent years. Any bonus credits matured and not employed during the three-year programme may be employed following enrolment on two-year programmes.

**Students with disabilities:**

In accordance with the type of disability, personalised requirements of merit can be defined for students with disabilities of 66% or more. Any such requirements may differ from the standard values by up to a maximum of 40%. The requirements of merit will be established by a special Board.

### 3.2. Economic requirements

The financial status of the student will be identified based on the Equivalent Financial Situation Indicator for benefits provided within the scope of university financial aid (hereinafter also ISEE)

**Students whose ISEE exceeds € 23.000,00 and whose ISPE (ISP/ equivalence scale) exceeds € 50.000,00 are excluded from the benefits.**

**The above certificates must be requested at the CAAF Centres (Authorized Tax Assistance Centers);**

**For a list of CAAFs with specific agreements, please see the IED website at the following links: <http://www.ied.edu/study-in-italy/general-informations/scholarship-right-to-study>**

#### **FOREIGN STUDENTS' (EU and NON-EU) DOCUMENTS NECESSARY TO APPLY FOR THE ISEE AT THE ITALIAN CAAF:**

**Before leaving**, applicants must request from their **competent authorities of the state in which the income was produced**, a Declaration containing the following information:

- members of the family unit;
- income produced abroad in the **year 2016** (from January to December);

- value of the assets held by the family unit as of December 31<sup>st</sup>, 2016 (bonds, dividends, portions of shareholders' equity of any companies held, shareholdings, etc.);
- properties owned by the family unit, specifying the square meters.

This Declaration must be produced with a translation in Italian and legalized.

Please note that documents are legalized differently in different countries, in particular:

**1) Countries exempts from the legalization:**

Austria, Belgium, Cyprus, Croatia, Denmark, Estonia, Finland, France, Germany, Great Britain (extended to the Isle of Man), Greece, Ireland, Latvia, Liechtenstein, Lithuania, Luxembourg, Macedonia, Malta, Norway, Netherlands (extended to Netherlands Antilles and Aruba), Poland, Portugal, Czech Republic, Republic of San Marino, Slovakia, Slovenia, Spain, Switzerland, Turkey, Hungary.

**2) Countries in which documents envisage the exemption from the consular/diplomatic stamp of the Italian embassy but must bear an Apostille stamp:**

Andorra, Anguilla, British Antarctic Antigua and Barbuda, Netherlands Antilles, Argentina, Armenia, Aruba, Australia, Azerbaijan, Bahamas, Barbados, Belize, Bermuda, Belarus, Bosnia-Herzegovina, Botswana, Brunei, Bulgaria, Cayman, Colombia, Dominica, China (only Hong Kong and Macao), Ecuador, El Salvador, Falkland Islands, Fiji, Georgia, Japan, Gibraltar, Grenada, Guadeloupe, Guernsey, India, Cayman Islands, Gilbert and Ellice Islands, Marshall Islands, Channel Islands, British Solomon Islands, Turks and Caicos Islands, British Virgin Islands, Wallis and Futuna Islands, Iceland, Israel, Jersey, Kazakhstan, Lesotho, The New Hebrides, Liberia, Man, Mauritius, Mayotte Martinique, Mexico, Miquelon, Moldova, Montserrat, Namibia, Niue, new Zealand, Panama, French Polynesia, Princip. Monaco, Reunion, Republic of Korea (formerly South Korea), Romania, Russia, Saint Christopher and Nevis, Saint Lucia, Saint Helena, Serbia-Montenegro, Seychelles, Suriname, Sweden, Swaziland, United States, South Africa, Tonga, Trinidad and Tobago, Ukraine, Vanuatu, Venezuela, British Virgin Islands.

**3) Foreign students coming from particularly poor countries:**

Afghanistan, Angola, Bangladesh, Benin, Bhutan, Burkina Faso, Burundi, Cambodia, Cape Verde, Chad, Comoros, North Korea, the Democratic Republic of Congo, Cote D'Ivoire, Djibouti, Eritrea, Ethiopia, Gambia, Ghana, Guinea, Guinea Bissau, Equatorial Guinea, Haiti, Kenya, Kiribati, Lao Peoples Democratic Republic, Laos, Lesotho, Liberia, Madagascar, Malawi, Maldives, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Nigeria, Pakistan, Papua New Guinea , Central African Republic, Rwanda, Samoa, Sao Tome and Principe, Senegal, Sierra Leone, Solomon Islands, Somalia, Sudan, Tajikistan, Tanzania, Timor Leste, Togo, Tuvalu, Uganda, Uzbekistan, Vanuatu, Vietnam, Yemen, Zambia, Zimbabwe.

The assessment of the economic situation of the students coming from one of the countries mentioned above is made on the basis of a certification issued by the Italian Representative in the country of origin, which must certified that the student does not

belong to a familiar high-income or high-social status family. This certificate may also be issued by the foreign university of enrollment linked by agreement or convention with Italian universities or Italian bodies qualified to provide a guarantee of economic coverage, as envisaged by current legislation on the enrollment of foreign students in Italian universities. In this latter case, the certifying body undertakes to repay the grant on the student's behalf in the event of forfeiture of this condition.

#### 4) Republic of Moldova and Sweden:

For these two countries that signed the European Convention (London, 1968), there is different legislation. The exemption from the legalization refers only to the documents issued by the diplomatic and consular authorities (on the Italian territory).

#### 5) Albania:

from July 1st 2011, the Albanian documents, which must be produced in Italy, no longer have to be previously legalized by the Italian diplomatic-consular representatives in Albania, but they must bear the Apostille stamp by the Ministry of Foreign Affairs of Albania. Please refer to the websites of the Italian Embassy in Tirana (<http://www.ambtirana.esteri.it>) and consulates in Scutari (<http://www.consitalia-scutari.org>) and Valona (<http://www.consvalona.esteri.it>) for detailed information about the process required to follow.

#### 6) Stateless students or political refugees:

Stateless students or political refugees must attach to the application the official statement regarding the status of stateless persons or refugees, issued by the Italian Ministry of the Interior, or by the Office of the United Nations High Commissioner Office for Italy.

For the above students will be considered the income received and statement assets and liabilities held in Italy, as of December 31<sup>st</sup>, only.

Should the students encounter difficulties in obtaining these documents in their countries of origin, they may apply for them at their foreign diplomatic offices or consular representatives located in Italy. In this case, the documents must be translated from their original language into Italian, and legalized by the Prefecture of the city where the foreign representative office is based.

Foreign students are obliged to declare the presence of any income or assets held in Italy from their family unit.

In any case, the income declared by foreign students can not be less than **Euro 5.824,91** corresponding to the minimum means of subsistence which must be proven for the purpose of applying for a visa to enter Italy for study. The above amount is the minimum required in order to evaluate an economic status.

According to D.P.R. (Decree of the President of the Italian Republic) No 394, 31<sup>st</sup> August 1999, the economic condition and assets of foreign students from non-European countries and those belonging to the European Union but from a country not inside the Euro zone will be calculated on the basis of the average rate of 2016.



## DOCUMENTS REQUESTED BY THE CAAF TO FOREIGN STUDENTS (EU and NON-EU) TO CALCULATE AND ISSUE THE ISEE CERTIFICATES:

- Applicant's Document of Identity
- Matriculation number
- Full name of the IED course attended
- Residence Permit (non-EU students) or Registration in the Italian Municipality (EU students)
- Document stating the composition of the family unit<sup>3</sup>
- Income produced abroad in the year 2016 (from January to December)<sup>4</sup>
- Value of the assets held by the family unit as of 31<sup>st</sup> December 2015<sup>5</sup>
- Properties owned by the family unit, specifying the square meters<sup>6</sup>

### DEFINITION OF "FAMILY UNIT"

For the purpose of granting benefits, the student's *family unit* is composed of the student and all those are included in the official Family residence Certificate, even if not-blood related.

In any case, the following are considered as part of the student's family unit:

- the **student's parents** – not legally separated or divorced – and other children under their responsibility, even if not recorded as having the same address on the official Family residence Certificate;
- the **parent receiving maintenance checks** for the student, in cases of separation or divorce;
- any **parties** in foster care to the student's parents.

The members of the student's family unit will be considered as those mentioned on the date the ISEE application is presented.

In the event of changes to the members of the family unit or changes to the economic situation, which may arise after the date of the application, the student must submit a new ISEE to the DSU IED Office.

### "INDEPENDENT" STUDENTS

A student has the status of "independent" (i.e. he/she constitutes his/her own family unit, which is independent from his/her family of origin) when both the following two criteria are met:

1. For at least two years from the date of application, the student's RESIDENCE must be different than the residence of the family of origin (as recorded on the official Family residence Certificate) and in a building not owned by a member of the family of origin.

---

<sup>3</sup> / <sup>4</sup> / <sup>5</sup> / <sup>6</sup> This document must be issued by the competent Authority of the State in which the family unit produced the income declared

2. For at least two years from the date of the application, the student must have an personal income not less than € 7.766,00, officially tax-declared, deriving from employment or any other form of subordinate job, not to be provided by a member of the student's family.

Should the student share his/her residence with another person, as recorded on the official Family residence Certificate, the income of both must be considered, even if they are not blood-related.

#### STUDENT WITH A FAMILY UNIT EARNING INCOME AND/OR OWNING EQUITY ABROAD

The income and assets of the members of the family unit received abroad in 2016 must be measured according to the average exchange rate of 2016.

### 4. VALUE OF STUDY GRANTS

The value of the study grant is differentiated according to:

- Income bracket (ISEE),
- student's geographic origin.

#### INCOME BRACKETS:

	<i>Value of ISEE</i>					
1 <sup>st</sup>	<i>From</i>	€	0,00	<i>to</i>	€	14.420.31
2 <sup>nd</sup>	<i>From</i>	€	14.420.32	<i>to</i>	€	17.709,34
3 <sup>rd</sup>	<i>From</i>	€	17.709,35	<i>to</i>	€	23.000,00

#### STUDENT'S GEOGRAPHIC ORIGIN:

For the purposes of calculating the amount of the scholarship, students are classified as follows:

**LOCAL STUDENTS:** resident in the municipality where the study courses attended are based, or in a neighbouring municipality, or in a municipality ranked as an urban area<sup>7</sup> in accordance with Regional Law no. 06/2012 (Art. 2, paragraph 3, letter b);

**COMMUTING STUDENTS<sup>7</sup>:** resident in a municipality other than those specified in the paragraph above and from which they can reach the base of the course attended within 60, maximum 90 minutes, by public transportation;

<sup>7</sup> See the annex A for IED Milan, B for IED Rome, C for IED Turin, D for IED Cagliari and E for IED Florence.

**DISTANT STUDENTS<sup>8</sup>:** residing in a distant place from the municipality in which the study course attended is based, and far from IED more than 90 minutes, by public transportation. For that reason they must pay for an accommodation near the place of study, using public residential structures or private lodgings or those belonging to other bodies, for a period not less than 10 month otherwise, without the above conditions, students are considered as commuters.

In order to prove the status of "Distant student," applicants must produce the copy of an official **lease**, duly registered in the student's or in his/her parent's names. Students residing in public or private structures must produce a valid fiscal **proof of** rent payment for an accommodation located in the same municipality, where the study course is based.

The lease agreement or the valid fiscal proof of rent payment must be ready by and not later than **December 6<sup>th</sup> 2017**, before publishing the final list.

When reapplying for a grant, if the student's lease agreement or the valid fiscal proof of rent payment, previously presented, has remained the same since, he/she will not need to represent it again, but just to provide a self-certification document, subject to verification. Failure to submit the above documentation will result in the student's classification as "commuter."

**The value of the study grants, inclusive of reimbursement of regional tax on financial aid and study grants, is defined as follows:**

<b>LOCAL STUDENTS</b>	
Local students having a value of ISEEU, corresponding to: (see the chart at page 10)	Value of study grant
<b>1<sup>st</sup> bracket</b>	<b>€ 1.954,00</b> + one free meal a day Total amount of <b>€ 2.646,00</b>
<b>2<sup>nd</sup> bracket</b>	<b>€ 1.503,00</b> + one free meal a day. Total amount of <b>€ 2.195,00</b>
<b>3<sup>rd</sup> bracket</b>	<b>€ 1.188,00</b> + one free meal a day. Total amount of <b>€ 1.880,00</b>
<b>COMMUTING STUDENTS</b>	
Commuter students having a value of ISEEU, corresponding to: (see the chart at page 10)	Value of study grant
<b>1<sup>st</sup> bracket</b>	<b>€ 2.155,00</b> + one free meal a day. Total amount of <b>€ 2.847,00</b>

<sup>8</sup> According to Art. 13 paragraph 3 of D.P.C.M. 9/04/2001, non-EU students are considered "distant" regardless their place of residence in Italy, except in the case of their family unit residing in Italy.

<b>COMMUTING STUDENTS</b>	
<i>2<sup>nd</sup> bracket</i>	€ 1.702,00 + one free meal a day. Total amount of € 2.394,00
<i>3<sup>rd</sup> bracket</i>	€ 1.384,00 + one free meal a day. Total amount of € 2.076,00

<b>DISTANT STUDENTS using public or private structures</b>	
Distant students having a value of ISEEU, corresponding to: (see the chart at page 10)	Value of study grant
<i>1<sup>st</sup> bracket</i>	€ 4.447,00 + one free meal a day. Total amount of € 5.139,00
<i>2<sup>nd</sup> bracket</i>	€ 3.876,00 + one free meal a day. Total amount of € 4.568,00
<i>3<sup>rd</sup> bracket</i>	€ 3.328,00 + one free meal a day. Total amount of € 4.020,00

Students holding a study grant who do not utilize the food service are not entitled to a refund, except for periods of the study abroad, duly documented.

Should the beneficiary belong to the category of mutilated and civil disabled parties pursuant to Art. 2 of Italian Law no. 118 dated March 30<sup>th</sup> 1971, or to other categories of the disabled protected by the law, with disabilities recognized as at least 66%, the annual value of the study grant may be raised up to a maximum of:

<i>Local students</i>	€ 2.746,00
<i>Commuting students</i>	€ 3.908,00
<i>Distant students</i>	€ 7.157,00

When presenting their application, students may request, stating their reasons, the conversion of the study grant into special equipment, differentiated teaching materials, accommodation, assignment of a companion or study assistant or interpreter or, in any case, any other tool suitable **to overcome** specific individual difficulties.

## 5. INTEGRATION TO THE STUDY GRANTS

### International mobility

There is no integration to international mobility for the Academic Year 2017/2018.

## 6. PROCEDURES TO PREPARE THE RANKING LISTS

The ranking list is prepared according to the following criteria:

### Students enrolled in to the first year

Each student applying for the study grant will be awarded a score in relation to his/her economic situation, calculated on the basis of ISEE (Equivalent Economic Situation Indicator) modified according to his/her family unit and compared to the limit of € 23.000,00 for a maximum of 1.000 points.

The calculation will be made according to the formula below:

$$1 - \frac{\text{ISEE student}}{23.000,00} \times 1.000$$

The order in the ranking list is decreasing and established with respect to the points received. In the event of equal points, the mark related to the qualification shall prevail and, subsequently, precedence shall be given to the younger students.

### Students enrolled into the second or third year

The order in the ranking list is decreasing and established with respect to the overall score resulting from the sum of the score related to the number of credits achieved or of the completed years, within July 31<sup>st</sup>,2017 and the score resulting from the grade average of the exams.

Students enrolled for years subsequent to the first are assigned points in relation to academic merit. 1,000 points can be assigned as follows:

- 600 based on the number of credits earned by 31 July 2017, to be calculated according to the formula below:

$$(\text{Student credits} - \text{Minimum credits}) \times [600 / (\text{Max. credits} - \text{Min. credits})]$$

- 400 based on the average marks achieved in exams by 31 July 2017, to be calculated according to the formula below:

$$(\text{Average student marks} - \text{Minimum Marks}) \times [400 / (\text{Max. Marks} - \text{Min. Marks})]$$

Where merit points are equal, the student who has not used his/her bonus, followed by the student with the highest score in terms of financial situation will be placed first in the

ranking. In the event of further situation of equality, the student enrolled in the highest year of the course will be ranked first, followed by the youngest student.

Disabled students with at least 66% disability, if included in the eligibility ranking, have the right to be awarded study grants, even if in excess of the number of study grants available.

## 7. DEADLINES

Applications must be submitted strictly by and no later than **October 31<sup>st</sup> 2017 at 12:00 p.m.**

## 8. HOW TO APPLY

Applications must fill in and submit the on-line form available from the website at the following links:

**<http://www.ied.edu/study-in-italy/general-informations/scholarship-right-to-study>**

Once the on-line form has been filled in and completed, students will receive by e-mail (to the address specified on the application) a confirmation receipt, which must be printed out, signed by the applicant and sent by registered mail or delivered personally to the following address:

DSU - IED Milan Office  
Istituto Europeo di Design  
Via Amatore Sciesa 4  
I-20135 Milano

DSU Office opening hours are Monday through Friday from 10:00 am to 12.30 am and from 2:30 pm to 5:30 pm.

**Furthermore applicants must produce the following documents:**

- **copy of a valid identity card/ document;**
- **copy of the self-declaration (Dichiarazione Sostitutiva Unica) and ISEE certificate;**
- **copy of a high school diploma certification** (for students enrolled in the 1st year);
- **transcript certificate including credits and weighted average** (only for students enrolling in the second and third year);

- for “Distant students”: a copy of the legally registered lease, made payable to the student or his parent, or a copy of certification of rent payment<sup>9</sup>;
- for students with disabilities greater than 66%): disability certification
- copy of current Residence Permit (for Extra UE students)

Should the applicant fail to submit a document within the deadlines, or should he/she submit an illegal document, he/she will be excluded from the present call.

**Students will receive a confirmation - by e-mail – of the receipt of the documentation.**

**If the applicant does not receive any confirmation, within 7 days after sending his/her documents by registered mail, he/she will have to contact DSU Office:**

- by telephone to the following number: +39 02 57.96.951
- by e-mail to the following address: [dsu@milano.ied.it](mailto:dsu@milano.ied.it)

Students are promptly required to communicate in writing to IED any change regarding their study grant, that may have occurred after submitting the application like for instance: receiving another scholarship or financial aid, transferring to another university, starting a job, being unable to continue their study, withdrawal of the enrollment, change of marital or economic status, etc.

## 9. TRANSFER

### 9.1. Presentation of the application in the event of transfer to another university

Following the start of the Academic Year, should the student decide to move to another university, the application will be forwarded to the competent body for Financial Aid of that university.

The student shall forfeit the rights to use any benefits, authorized by IED. Furthermore, the student will be obliged to return all amounts received thus far.

### 9.2. Presentation of the application in the event of transfer from another university

Any student who, following the start of the Academic Year, should decide to transfer to IED from another university must request that the body of Financial Aid of the university of **origin transmits** the application, as long as it is presented within the deadlines established for the call for applications of the university of origin.

The transfer must have been duly completed prior to the publication of the definitive honors list.

---

<sup>9</sup> For more details on the lease agreement see page 11.

## 10. NON-ADMISSION TO THE CALL FOR APPLICATIONS

The following students may not participate in the call for applications:

- students having a qualification<sup>10</sup> of an equal or higher level to a First Level Academic Diploma for which the benefits are requested (Academic Year 2017/2018);
- students who are beneficiaries or other forms of economic aid supplied by IED or by other public or private entities;
- exchange students who attend for one or two semesters a First Level Academic Diploma at IED and, at the same time, are enrolled in their university of origin.
- Students enrolled in the Preparatory Course for the Academic Year 2017/2018 (Foundation Course)

## 11. PUBLICATION OF THE RANKING LIST AND APPEALS

Temporary ranking list will be published on the IED website (<http://www.ied.edu/study-in-italy/general-informations/scholarship-right-to-study>) by **November 24<sup>th</sup>, 2017**.

Students, who have submitted the application within the deadlines specified on page 13, will be:

- **"eligible"** if in possession of all requirements;
- **"ineligible"** if one or more requirements are missing.

Benefits are granted only to "eligible" students, according to their place on the ranking list, starting from the top until to the exhaustion of available resources.

Moreover, on the basis of the real allocation of benefits, students will then be:

- **"eligible beneficiaries,"** or rather student assignees of a study grant;
- **"eligible non-beneficiaries,"** or rather students in possession of all requirements but not awarded a study grant.

Students who are "eligible non-beneficiaries" can apply for the assignment of the study grant at a later time, if additional resources become available.

Appeals must be presented to the DSU IED office no later than within 15 days, as from the date on which the ranking lists are published. Appeals must relate to any erroneous evaluations by DSU IED Office and must be accompanied by appropriate documentation to justify the reasons of the instance.

---

<sup>10</sup> Attained either in Italy or abroad



Appeals will be examined by the competent administration and the outcome will be communicated to the applicants.

The final ranking list will be published by **December 18<sup>th</sup>, 2017**.

Any adverse appeal of the final decision must be submitted to the competent bodies according to the terms provided by the law.

## 12. ASSIGNMENT OF STUDY GRANTS AND PAYMENTS TERMS

- **Students enrolled in to the first year**

The **first installment**, according to and depending on the remittance of funds by the Regione Lombardia, will be paid to the winners of the competition (eligible beneficiary students) by **December 31<sup>st</sup>, 2017**.

The **second installment** will be paid to students who achieve at least **40 credits** by **August 10<sup>th</sup>, 2018**. Students can use 5-point bonuses.

Should the students fail to meet this requirement by **November 30<sup>th</sup> 2018**, they will be withdrawn of the benefits of study grants, and they must refund the amount received in the first installment.

- **Students enrolled in to the second year**

The **first installment**, according to and depending on the remittance of funds by the Regione Lombardia, will be paid to the winners of competition (eligible beneficiary students) by **December 31<sup>st</sup>, 2017**.

The **second installment** will be paid to students who achieve at least **100 credits** by **August 10<sup>th</sup>, 2018**. Students can use 5-point bonuses.

Should the students fail to meet this requirement by **November 30<sup>th</sup> 2018**, they will be withdrawn of the benefits of study grants, and they must refund the amount received in the first installment.

- **Students enrolled in to the third year**

The **first installment**, according to and depending on the remittance of funds by the Regione Lombardia, will be paid to the winners of competition (eligible beneficiary students) by **December 31<sup>st</sup>, 2017**.

The **second installment** will be paid to students who achieve at least **160 credits** by **August 10<sup>th</sup>, 2018**. Students can use 12-point bonuses.

Should the students fail to meet this requirement by **November 30<sup>th</sup> 2018**, they will have their benefits of study grants withdrawn, and they must refund the amount received in the first installment.

Students who do not collect the amounts of their study grant by **December 31<sup>st</sup>, 2018** will miss the opportunity to collect the sum of money while retaining the benefits that come with being a “beneficiary” of study grant.

**Successful applicants will receive payment of the study grant credited to a bank account, held or jointly held, in the student’s name. It is therefore necessary to communicate bank data information of that account to DSU IED Office.**

The assignment of study grants to non-EU foreign students takes place in compliance with the regional provision established by the Decree issued by the General Directorate of Education, Training and Employment no. 21650, dated 13<sup>th</sup> November, 2002. More specifically, the number of study grants to be allocated to students enrolled in the first year of all Academic Diploma First Level courses will be divided up as follows:

- 67% for students from EU countries;
- 33% for students from non-EU countries.

**ATTENTION:** the number of required credits has to be calculated with reference to the year of the very first enrollment, with reference to the first year when the student has enrolled in any university, in Italy or abroad.

Students enrolled in the first year of a Diploma course, who have transferred from another university, school or course, will be therefore not be considered as first year enrolled.

In this case the number of credits that will be recognized to her/him by the Academic Council, will refer and start from the date of payment of the second installment of the scholarship.

### **13. INADMISSIBILITY, FORFEITURE, REVOCATION OF THE RIGHT**

Study grants can not be combined with similar forms of financial aid, provided by IED or other public or private bodies, with other study grants for foreign students provided by the Ministry of Foreign Affairs, or with free accommodations in colleges, residences or boarding not managed by IED. In such cases, students will have choose if to receive IED grant or the other financial aids. In case of a partial benefit from another financial aid, th student will be able to receive a IED study grand, proportionally.

The right to the benefits pursuant to this call for applications shall be forfeited where the student:

1. incurs disciplinary sanctions over and above written warnings for infractions against IED;
2. does not provide IED with the original documents required, within the deadlines, for the checks on the truthful nature of declarations and certifications produced.

#### 14. CHECKS ON THE TRUTHFUL NATURE OF ECONOMIC DECLARATION PROVIDED<sup>11</sup>

With reference to the determination of the economic conditions for access to benefits, IED will check and verify students' declarations as follows:

- automatic checks on all students belonging to a family unit declaring no income; 7 random checks on 20% of those eligible to receive study grants.

After proper and accurate verification processes, in the event of false declarations, the benefits assigned will be revoked.

Moreover, the sanctions, envisaged by Arts. 75 and 76 of Italian Presidential Decree no. 445/2000 and Art. 23 of Italian Law no. 390/1991, will be applied. A student will lose his/her right to obtain other benefits for the entire duration of the study course and shall be subjected to an administrative sanction, comprising payment of double the amount received.

#### 15. INFORMATION ON THE USE OF PERSONAL DATA AND THE RIGHTS OF THE DECLARANT (Art. 13 of Legislative Decree no. 196, dated 30<sup>th</sup> June, 2003)

**The Data Controller responsible for processing student's personal data is the IED - Istituto Europeo di Design S.p.A., located in via Bezzecca 5, Milan.**

Personal data achieved with the substitute declaration:

- a) must be provided to verify the economic situation of the student's family unit, the requirements to have access to the benefits and the calculation of the study grant, according to the criteria reported in this call for applications;
- b) data are collected and used by DSU IED Office, even with computer tools, for the sole purpose of providing the benefits required and, in any case, for the purposes of the law;
- c) can be transferred to other bodies, included the Italian Ministry of Finance and Customs officer for checks ;
- d) declarant can address IED at any time to verify the his/her data and, in case, ask to update, complete, rectify or cancel it. Moreover student may request blocking and object to their treatment, if there is breaching of the above mentioned law. Updating, amendments, and changes will be effective on the ranking lists only if made by **November 15<sup>th</sup>, 2017**.

---

<sup>11</sup> Checks will be made in compliance with the Italian law no. 390/1991, art. 22 and Italian Presidential Decree no. 445/2000, art. 71.

## 16.REMINDER DEADLINES

- October 31<sup>st</sup>, 2017:** Application submission deadline for study grant
- November 24<sup>th</sup>, 2017:** Publication of temporary ranking list
- December 4<sup>th</sup>, 2017:** **(only for distant students)** Deadline to provide documentation regarding the accommodation (lease duly registered in student's name or in his/her parent's name, and/or valid fiscal proof of rent payment for an accommodation located in the same municipality in which the study course is based)
- December 18<sup>th</sup>, 2017:** Publication of final ranking list
- August 10<sup>th</sup>, 2018:** Deadline to record the exams for the purpose of verification of the merit criteria for the study grants.
- November 30<sup>th</sup>, 2018:** Deadline to achieve the credits (40 ,100 or 160 credits)

**APPENDIX A**  
**ISTITUTO EUROPEO DI DESIGN – MILAN SEAT**

LIST OF MUNICIPALITIES FOR “LOCAL STUDENTS”

20100 MILANO  
  
20020 ARESE  
20090 ASSAGO  
20010 BAREGGIO  
20080 BASIGLIO  
20021 BOLLATE  
20091 BRESSO  
20090 BUCCINASCO  
20090 CESANO BOSCONI  
20092 CINISELLO BALSAMO  
20093 COLOGNO MONZESE  
20032 CORMANO  
20010 CORNAREDO  
20094 CORSICO  
20090 CUSAGO  
20095 CUSANO MILANINO  
20085 LOCATE DI TRIULZI  
20026 NOVATE MILANESE  
20090 OPERA  
20016 PERO  
20068 PESCHIERA BORROMEO  
20090 PIEVE EMANUELE  
20096 PIOLTELLO  
20017 RHO  
20089 ROZZANO  
20097 SAN DONATO MILANESE  
20098 SAN GIULIANO MILANESE  
20090 SEGRATE  
20099 SESTO SAN GIOVANNI  
20019 SETTIMO MILANESE  
20090 TREZZANO SUL NAVIGLIO  
20090 VIMODRONE

**APPENDIX A**  
**ISTITUTO EUROPEO DI DESIGN – MILAN SEAT**

LIST OF MUNICIPALITIES FOR “COMMUTING STUDENTS”

26834 ABBADIA CERRETO	24040 COMUN NUOVO	26816 OSSAGO LODIGIANO
20081 ABBIETEGRASSO	20049 CONCOREZZO	20010 OSSONA
26020 AGNADELLO	27010 COPIANO	20080 OZZERO
20041 AGRATE BRIANZA	20011 CORBETTA	23877 PADERNO D'ADDA
20040 AICURZIO	20040 CORNATE D'ADDA	20037 PADERNO DUGNANO
23881 AIRUNO	26854 CORNEGLIANO	24040 PAGAZZANO
20080 ALBAIRATE	LAUDENSE	24030 PALADINA
20042 ALBIATE	26846 CORNO GIOVINE	26020 PALAZZO PIGNANO
21041 ALBIZZATE	26847 CORNO VECCHIO	20030 PALAZZOLO MILANESE
24011 ALME'	20050 CORREZZANA	26025 PANDINO
24022 ALZANO LOMBARDO	26834 CORTE PALASIO	20090 PANTIGLIATE
24051 ANTEGNATE	24050 CORTENUOVA	20015 PARABIAGO
22070 APPIANO GENTILE	23845 COSTAMASNAGA	27020 PARONA
24040 ARCENE	24050 COVO	20067 PAULLO
20020 ARCONATE	26013 CREMA	27100 PAVIA
20043 ARCORE	22060 CREMELLA	23888 PEREGO
20010 ARLUNO	26010 CREMOSANO	20016 PERO
28041 ARONA	26835 CRESPIATICA	20060 PESSANO CON
22060 AROSIO	22060 CUCCIAGO	BORNAGO
21010 ARSAGO SEPRIO	20012 CUGGIONO	29100 PIACENZA
24040 ARZAGO D'ADDA	27010 CURA CARPIGNANO	26017 PIERANICA
24052 AZZANO S. PAOLO	24035 CURNO	26854 PIEVE FISSIRAGA
26010 BAGNOLO CREMASCO	20020 DAIRAGO	27050 PIZZALE
24050 BARIANO	24044 DALMINE	20010 POGLIANO MILANESE
20030 BARLASSINA	20033 DESIO	24040 POGNANO
23890 BARZAGO	23843 DOLZAGO	22037 PONTE LAMBRO
23891 BARZANO'	26010 DOVERA	24036 PONTE S. PIETRO
27010 BASCAPE'	20070 DRESANO	24040 PONTIROLO NUOVO
20060 BASIANO	23848 ELLO	25037 PONTOGLIO
27050 BASTIDA PANCARANA	22036 ERBA	20060 POZZO D'ADDA
27020 BATTUDA	21054 FAGNANO OLONA	20060 POZZUOLO MARTESANA
20060 BELLINZAGO LOMBARDO	24045 FARA GERA D'ADDA	20010 PREGNANA MILANESE
20040 BELLUSCO	24058 FARA OLIVANA CON	24030 PRESEZZO
22070 BEREGAZZO CON FIGL.	SOLA	24050 PUMENENGO
27021 BEREGUARDO	22070 FENEGRO'	26017 QUINTANO
24100 BERGAMO	21010 FERNO	24020 RANICA
20044 BERNAREGGIO	22060 FIGINO SERENZA	20055 RENATE
20010 BERNATE TICINO	24040 FILAGO	20027 RESCALDINA
20045 BESANA BRIANZA	22073 FINO MORNASCO	24030 RIVIERA D'ADDA
20080 BESATE	26861 FOMBIO	26027 RIVOLTA D'ADDA
21010 BESNATE	24056 FONTANELLA	23899 ROBIATE

20046 BIASSONO	24056 FONTANELLA	20020 ROBECCHETTO CON
20020 BIENATE	24040 FORNOVO S. GIOVANNI	INDUNO
22070 BINAGO	20083 GAGGIANO	20087 ROBECCO SUL NAVIGLIO
20082 BINASCO	23851 GALBIATE	20090 RODANO
26811 BOFFALORA D'ADDA	20060 GALGAGNANO	27012 ROGNANO
20010 BOFFALORA SOPRA	21013 GALLARATE	24058 ROMANO DI LOMBARDIA
TICINO	28066 GALLIATE	28068 ROMENTINO
24040 BOLTIERE	27025 GAMBOLO'	27010 RONCARO
24040 BONATE SOPRA	20024 GARBAGNATE MILANESE	20040 RONCELLO
24040 BONATE SOTTO	21045 GAZZADA SCHIANNO	20050 RONCO BRIANTINO
27010 BORGARELLO	21040 GERENZANO	20088 ROSATE
26812 BORGHETTO LODIGIANO	20060 GESSATE	23888 ROVAGNATE
26851 BORGO SAN GIOVANNI	27010 GIUSSAGO	25038 ROVATO
20098 BORGOLOMBARDO	20034 GIUSSANO	22069 ROVELLASCA
27010 BORNASCO	20064 GORGONZOLA	22070 ROVELLO PORRO
24040 BOTTANUCO	21050 GORLA MAGGIORE	25030 RUDIANO
20030 BOVISIO MASCIAGO	21055 GORLA MINORE	27016 S. ALESSIO CON VIALONE
22100 BRECCIA	24020 GORLE	20090 SALERANO SUL LAMBRO
22070 BREGNANO	21040 GORNATE OLONA	21017 SAMARATE
24041 BREMBATE	26813 GRAFFIGNANA	20078 SAN COLOMBANO AL
24030 BREMBATE SOPRA	22070 GRANDATE	LAMBRO
26822 BREMBIO	27020 GRAVELLONA	26848 SAN FIORANO
27042 BRESSANA BOTTARONE	LOMELLINA	27010 SAN GENESIO ED UNITI
24053 BRIGNANO GERA	20056 GREZZAGO	20010 SAN GIORGIO SU
D'ADDA	27027 GROPPELLO CAIROLI	LEGNANO
20040 BRIOSCO	22070 GUANZATE	26817 SAN MARTINO IN STRADA
23883 BRIVIO	26862 GUARDAMIGLIO	27028 SAN MARTINO
20047 BRUGHERIO	20088 GUDO VISCONTI	SICCOMARIO
20080 BUBBIANO	23898 IMBERSAGO	20098 SAN VITTORE OLONA
21020 BUGGUGIATE	21056 INDUNO OLONA	20070 SAN ZENONE AL LAMBRO
23892 BULCIAGO	22044 INVERIGO	23889 SANTA MARIA HOE'
22070 BULGAROGRASSO	20010 INVERUNO	26866 SANT'ANGELO
20040 BURAGO DI MOLGORA	20065 INZAGO	LODIGIANO
20010 BUSCATE	24040 ISSO	20010 SANTO STEFANO TICINO
20040 BUSNAGO	21040 JERAGO CON ORAGO	21047 SARONNO
20060 BUSSERO	20084 LACCHIARELLA	26826 SECUGNANO
21052 BUSTO ARSIZIO	20020 LAINATE	20018 SEDRIANO
20020 BUSTO GAROLFO	24040 LALLIO	20030 SENAGO
22060 CABIATE	22045 LAMBRUGO	22070 SENNA COMASCO
22071 CADORAGO	27015 LANDRIANO	20038 SEREGNO
21050 CAIRATE	27016 LARDIRAGO	24068 SERIATE
24054 CALCIO	20020 LAZZATE	21018 SESTO CALENDE
23885 CALCO	23900 LECCO	20090 SETTALA
24032 CALOLZIOCORTE	20025 LEGNANO	20030 SEVESO
24033 CALUSCO D'ADDA	20030 LENTATE SUL SEVESO	22040 SIRONE
24040 CALVENZANO	20050 LESMO	23896 SIRTORI
20080 CALVIGNASCO	24040 LEVATE	27010 SIZIANO
26823 CAMAIRAGO	20051 LIMBIATE	20020 SOLARO
20040 CAMBIAGO	22070 LIMIDO COMASCO	21048 SOLBIATE ARNO
20050 CAMPARADA	27010 LINAROLO	22070 SOLBIATE COMASCO

20010 CANEGRATE	20060 LISCATE	21058 SOLBIATE OLONA
24040 CANONICA D'ADDA	20035 LISSONE	26867 SOMAGLIA
22063 CANTU'	26814 LIVRAGA	21019 SOMMA LOMBARDO
22070 CAPIAGO INTIMIANO	22070 LOCATE VARESINO	27048 SOMMO
20040 CAPONAGO	26900 LODI	26858 SORDIO
26010 CAPRALBA	26855 LODI VECCHIO	20050 SOVICO
20040 CAPRIANO	23871 LOMAGNA	28060 SOZZAGO
24042 CAPRIATE SAN	22074 LOMAZZO	26016 SPINO D'ADDA
GERVASIO 24030 CAPRINO	21050 LONATE CEPPINO	24050 SPIRANO
BERGAMASCO	21015 LONATE POZZOLO	24040 STEZZANO
20048 CARATE BRIANZA	22030 LONGONE AL SEGRINO	24040 SUISIO
24043 CARAVAGGIO	21040 LOZZA	20050 SULBIATE
27020 CARBONARA AL TICINO	22070 LUISAGO	21040 SUMIRAGO
22070 CARBONATE	22040 LURAGO D'ERBA	20053 TACCONA
21010 CARDANO AL CAMPO	22070 LURAGO MARINONE	20080 TAVAZZANO
22060 CARIMATE	24050 LURANO	24030 TERNO D'ISOLA
21040 CARNAGO	22075 LURATE CACCIVIO	26827 TERRANOVA DEI
20040 CARNATE	20050 MACHERIO	PASSERINI
21042 CARONNO PERTUSELLA	24040 MADONE	26017 TORLINO VIMERCATI
21040 CARONNO VARESINO	20013 MAGENTA	24020 TORRE BOLDONE
20080 CARPIANO	27010 MAGHERNO	27010 TORRE D'ARESE
20061 CARUGATE	20020 MAGNAGO	27020 TORRE D'ISOLA
22060 CARUGO	26852 MAIRANO (CASALETTO	27010 TORREVECCHIA PIA
24030 CARVICO	LODIGIANO)	21049 TRADATE
26852 CASALETTO LODIGIANO	20082 MAIRANO (NOVIGLIO)	27020 TRAVACO' SICCOMARIO
26010 CASALETTO VAPRIO	26847 MALEO	28069 TRECATE
26831 CASALMAIOCCO	23864 MALGRATE	26017 TRESORE CREMASCO
20071 CASALPUSTERLENGO	21046 MALNATE	24047 TREVIGLIO
20080 CASARILE	20010 MARCALLO CON	24048 TREVILO
23880 CASATENOVO	CASONE	20060 TREZZANO ROSA
21020 CASCIAGO	27020 MARCIGNAGO	20056 TREZZO D'ADDA
20080 CASELLE LURANI	22066 MARIANO COMENSE	20067 TRIBIANO
24040 CASIRATE D'ADDA	21050 MARNATE	20050 TRIUGGIO
22030 CASLINO D'ERBA	24057 MARTINENGO	27020 TRIVOLZIO
22070 CASNATE CON BERNATE	26866 MARUDO	27020 TROVO
27022 CASORATE PRIMO	27010 MARZANO	20060 TRUCCAZZANO
21011 CASORATE SEMPIONE	20060 MASATE	26828 TURANO LODIGIANO
20010 CASOREZZO	26815 MASSALENGO	22078 TURATE
23893 CASSAGO BRIANZA	20036 MEDA	20029 TURBIGO
20062 CASSANO D'ADDA	20060 MEDIGLIA	21040 UBOLDO
21012 CASSANO MAGNAGO	20077 MELEGNANO	25030 URAGO D'OGGIO
20060 CASSINA DE' PECCHI	20066 MELZO	24059 URGANO
22070 CASSINA RIZZARDI	23807 MERATE	20040 USMATE VELATE
20081 CASSINETTA	26833 MERLINO	26010 VAIANO CREMASCO
LUGAGNANO	22046 MERONE	26019 VAILATE
27023 CASSOLNOVO	20010 MESERO	24030 VALBREMBO
20022 CASTANO PRIMO	20050 MEZZAGO	20080 VALERA FRATTA
24040 CASTEL ROZZONE	20100 MILANO	23857 VALGREGHENTINO
25030 CASTELCOVATI	24040 MISANO DI GERA	27010 VALLE SALIMBENE
21053 CASTELLANZA	D'ADDA	23868 VALMADRERA



23844 CASTELLO DI BRIANZA	20020 MISINTO	20010 VANZAGO
22030 CASTELMARTE	23873 MISSAGLIA	20069 VAPRIO D'ADDA
26843 CASTELNUOVO BOCCA D'ADDA	23847 MOLTEÑO	20039 VAREDO
22070 CASTELNUOVO BOZZENTE	26836 MONTANASO LOMBARDO	21100 VARESE
21050 CASTELSEPRIO	22070 MONTANO LUCINO	20057 VEDANO AL LAMBRO
26823 CASTIGLIONE D'ADDA	26010 MONTE CREMASCO	21040 VEDANO OLONA
21043 CASTIGLIONE OLONA	23874 MONTEVECCHIA	20050 VEDUGGIO CON COLZANO
26866 CASTIRAGA VIDARDO	23876 MONTICELLO BRIANZA	27010 VELLEZZO BELLINI
25030 CASTREZZATO	20052 MONZA	21040 VENEGONO INFERIORE
21040 CASTRONNO	21040 MORAZZONE	21040 VENEGONO SUPERIORE
26844 CAVACURTA	24050 MORENGO	22070 VENIANO
27051 CAVAMANARA	20081 MORIMONDO	20050 VERANO BRIANZA
21044 CAVARIA CON PREMEZZO	21020 MORNAGO	24049 VERDELLINO
20040 CAVENAGO BRIANZA	27036 MORTARA	24049 VERDELLO
26824 CAVENAGO D'ADDA	20086 MOTTA VISCONTI	23879 VERDERIO INFERIORE
28065 CERANO	22076 MOZZATE	23878 VERDERIO SUPERIORE
27010 CERANOVA	24030 MOZZO	21029 VERGIATE
20020 CERIANO LAGHETTO	20053 MUGGIO'	20080 VERMEZZO
22072 CERMENATE	20060 MULAZZANO	20080 VERNATE
20063 CERNUSCO SUL NAVIGLIO	25075 NAVE	22070 VERTEMATE CON MINOPRIO
23870 CERNUSCO LOMBARDONE	20014 NERVIANO	27018 VIDIGULFO
20070 CERRO AL LAMBRO	23895 NIBIONNO	23897 VIGANO'
20023 CERRO MAGGIORE	20020 NOSATE	27029 VIGEVANO
27012 CERTOSA DI PAVIA	20054 NOVA MILANESE	20060 VIGNATE
20060 CERVIGNANO D'ADDA	28100 NOVARA	20020 VILLA CORTESE
20031 CESANO MADERNO	22060 NOVEDRATE	22079 VILLA GUARDIA
20020 CESATE	20082 NOVIGLIO	20050 VILLA RAVERIO
25032 CHIARI	21040 OGGIONA CON S. STEFANO	27030 VILLANOVA D'ARDENGLI
24040 CHIGNOLO D'ISOLA	23848 OGGIONO	26828 VILLANOVA SILLARO
22070 CIRIMIDO	27020 OLEVANO DI LOMELLINA	27019 VILLANTERIO
24040 CISERANO	22077 OLGiate COMASCO	20058 VILLASANTA
21040 CISLAGO	23887 OLGiate MOLGORA	20059 VIMERCATE
20080 CISLIANO	21057 OLGiate OLONA	27010 VISTARINO
24050 CIVIDATE AL PIANO	23854 OLGinate	20010 VITTUONE
25030 COCCAGLIO	22070 OLTRONA DI S. MAMETTE	20070 VIZZOLO PREDABISSI
26845 CODOGNO	21040 ORIGGIO	27058 VOGHERA
20020 COGLIATE	24050 ORIO AL SERIO	24050 ZANICA
23886 COLLE BRIANZA	20080 ORIO LITTA	27012 ZECCONE
20040 COLNAGO	20060 ORNAGO	20060 ZELO BUON PERSICO
24055 COLOGNO AL SERIO	24040 OSIO SOPRA	20080 ZELO SURREGONE
20060 COLTURANO	24046 OSIO SOTTO	27020 ZERBOLO'
20060 COMAZZO	23875 OSNAGO	20080 ZIBIDO SAN GIACOMO
22100 COMO	26864 OSPEDALETTO	27030 ZINASCO NUOVO
	LODIGIANO	
	25035 OSPITALETTO	

**APPENDIX B**  
**ISTITUTO EUROPEO DI DESIGN – ROME SEAT**

LIST OF MUNICIPALITIES FOR “COMMUTING STUDENTS”

AFFILE	FONTE NUOVA	PALOMBARA SABINA
AGOSTA	FORMELLO	PERCILE
ALBANO LAZIALE	FRASCATI	PISONIANO
ANGUILLARA SABAZIA	GALLICANO NEL LAZIO	POLI
ANTICOLI CORRADO	GAVIGNANO	POMEZIA
ANZIO	GENAZZANO	PONZANO ROMANO
ARCINAZZO	GENZANO DI ROMA	RIANO
ARCINAZZO ROMANO	GERANO	RIGNANO FLAMINIO
ARDEA	GORGA	RIOFREDDO
ARICCIA	GROTTAFERRATA	ROCCA CANTERANO
ARSOLI	GUIDONONIA MONTECELIO	ROCCA DI PAPA
ARTENA	JENNE	ROCCA PRIORA
BELLEGRA	LABICO	ROCCA SANTO STEFANO
BRACCIANO	LADISPOLI	ROCCAGIOVINE
CAMERATA NUOVA	LANUVIO	ROIATE
CAMPAGNANO DI ROMA	LARIANO	ROVIANO
CANALE MONTERANO	LICENZA	SACROFANO
CANTERANO	MAGLIANO ROMANO	SAMBUCI
CAPENA	MANDELA	SAN CESAREO
CAPRANICA PRENESTINA	MANZIANA	S.GREGORIO DA SASSOLA
CARPINETO ROMANO	MARANO EQUO	S.POLO DEI CAVALIERI
CASAPE	MARCELLINA	SAN VITO ROMANO
CASTEL GANDOLFO	MARINO	SANTA MARINELLA
CASTEL MADAMA	MAZZANO ROMANO	SANT'ANGELO ROMANO
CASTEL S.PIETRO ROMANO	MENTANA	SANT'ORESTE
CASTELNUOVO DI PORTO	MONTE PORZIO CATONE	SARACINESCO
CAVE	MONTECOMPATRI	SEGNI
CERRETO LAZIALE	MONTEFLAVIO	SUBIACO
CERVARA DI ROMA	MONTELANICO	TORRITA TIBERINA
CERVETERI	MONTELIBRETTI	TREVIGNANO ROMANO
CIAMPINO	MONTEROTONDO	VALLEPIETRA
CICILIANO	MONTORIO ROMANO	VALLINFREDA
CINETO ROMANO	MORICONE	VALMONTONE
CIVITAVECCHIA	MORLUPO	VELLETRI
CIVITELLA SAN PAOLO	NAZZANO	VICOVARO
COLLEFERRO	NEMI	VIVARO ROMANO
COLONNA	NEROLA	
FIANO ROMANO	NETTUNO	
FILACCIANO	OLEVANO ROMANO	
FIUMICINO	PALESTRINA	

**APPENDIX C**
**ISTITUTO EUROPEO DI DESIGN – TURIN SEAT**
LIST OF MUNICIPALITIES FOR “COMMUTING STUDENTS”

AIRASCA	CERESOLE ALBA	ORBASSANO
ALPIGNANO	CHIERI	ORASCO
ANDEZENO	CHIUSA DI SAN MICHELE	PANCALIERI
ARIGNANO	CHIVASSO	PECETTO TORINESE
ASTI	CIRIE'	PIANEZZA
AVIGLIANA	COLLEGNO	PINEROLO
BALANGERO	CRESCENTINO	PINO TORINESE
BALDICHIERI D'ASTI	CUCEGLIO	PIOBESI TORINESE
BALDISSERO D'ALBA	CUMIANA	PIOSSASCO
BALDISSERO TORINESE	DUSINO SAN MICHELE	PISCINA
BEINASCO	FAULE	POIRINO
BORGARO TORINESE	FELETTO	POLONGHERA
BORGONE DI SUSÀ	FERRERE	PRALORMO
BOSCONERO	FIANO	RACCONIGI
BRA	FOSSANO	RIVA PRESSO CHIERI
BRANDIZZO	FRONT	RIVALTA DI TORINO
BRUINO	GASSINO TORINESE	RIVARA
BRUZOLO	GERMAGNANO	RIVAROLO CANAVESE
BUSANO	GIVOLETTO	RIVAROSSA
BUSSOLENGO	GRUGLIASCO	RIVOLI
BUTTIGLIERA ALTA	ISOLA D'ASTI	ROBASSOMERO
CAFASSE	LA CASSA	ROCCHETTA TANARO
CALUSO	LA LOGGIA	RONDISSONE
CAMBIANO	LANZO TORINESE	ROSTA
CANALE	LAURIANO	SAN BENIGNO CANAVESE
CANDIA CANAVESE	LEINI'	SAN CARLO CANAVESE
CANDIOLO	LIVORNO FERRARIS	SAN DIDERO
CAPRIE	LOMBARDORE	SAN GERMANO VERCELLESE
CARAMAGNA PIEMONTE	LOMBRIASCO	SAN GILLIO
CARIGNANO	MAPPANO	SAN GIORGIO CANAVESE
CARMAGNOLA	MATHI	SAN GIUSTO CANAVESE
CASALGRASSO	MERCENASCO	SAN MAURIZIO CANAVESE
CASELETTE	MOMBELLO DI TORINO	SAN MAURO TORINESE
CASELLE TORINESE	MONCALIERI	SAN PAOLO SOLBRITO
CASTAGNETO PO	MONTA'	SAN RAFFAELE CIMENA
CASTAGNOLE PIEMONTE	MONTEU DA PO	SAN SEBASTIANO DA PO
CASTELLO DI ANNONE	MORIONDO TORINESE	SANGANO
CASTIGLIONE TORINESE	NICHELINO	SANT'AMBROGIO DI TORINO
CAVALLERMAGGIORE	NOLE	SANT'ANTONINO DI SUSÀ
CERCENASCO	NONE	SANTA VITTORIA D'ALBA

**APPENDIX C**  
**ISTITUTO EUROPEO DI DESIGN – TURIN SEAT**

## LIST OF MUNICIPALITIES FOR “COMMUTING STUDENTS”

SANTENA  
SANTHIA'  
SAVIGLIANO  
SCALENGHE  
SETTIMO TORINESE  
SOMMARIVA DEL BOSCO  
SOMMARIVA PERNO  
TORRAZZA PIEMONTE  
TRANA  
TROFARELLO  
TRONZANO VERCELLESE  
VAIE  
VAL DELLA TORRE  
VALFENERA  
VALLO TORINESE  
VENARIA  
VERCELLI  
VEROLENGO  
VIGONE  
VILLAFRANCA D'ASTI  
VILLANOVA CANAVESE  
VILLANOVA D'ASTI  
VILLAR DORA  
VILLAR FOCCHIARDO  
VILLARBASSE  
VILLASTELLONE  
VINOVO  
VIRLE PIEMONTE  
VOLPIANO  
VOLVERA

**APPENDIX D**  
**ISTITUTO EUROPEO DI DESIGN – CAGLIARI SEAT**

**LIST OF MUNICIPALITIES FOR “LOCAL STUDENTS”**

CAGLIARI

ASSEMINI

DECIMOMANNU

ELMAS

MONSERRATO

QUARTUCCIU

QUARTU S.ELENA

SELARGIUS

**LIST OF MUNICIPALITIES FOR “COMMUTING STUDENTS”**

CAPOTERRA

DOLIANOVA

MARACALAGONIS

MONASTIR

SAN SPERATE

SARROCH

SERDIANA

SESTU

SETTIMO S.PIETRO

SINNAI

SOLEMINIS

USSANA

UTA

VILLA S.PIETRO

## APPENDIX E

### ISTITUTO EUROPEO DI DESIGN – FLORENCE SEAT

#### LIST OF MUNICIPALITIES FOR “LOCAL STUDENTS”

FIRENZE

BAGNO A RIPOLI  
CALENZANO  
CAMPI BISENZIO  
FIESOLE  
LASTRA A SIGNA  
SCANDICCI  
SESTO FIORENTINO  
SIGNA

#### LIST OF MUNICIPALITIES FOR “COMMUTING STUDENTS”

ALTOPASCIO	PONSACCO
BIENTINA	PONTE BUGGIANESE
BUTI	PORCARI
CAPANNOLI	SAN GIMIGNANO
CAPANNORI	SAN GIULIANO TERME
CAPOLONA	SANTA MARIA A MONTE
CASTELFRANCO DI SOTTO	SIENA
CASTELLINA IN CHIANTI	SUBBIANO
CASTIGLION FIBOCCHI	VECCHIANO
CASTIGLION FIORENTINO	
FIRENZUOLA	
LAMPORECCHIO	
LARCIANO	
LATERINA	
LIVORNO	
LORO CIUFFENNA	
LUCCA	
LUCIGNANO	
MARLIANA	
MARRADI	
MASSA E COZZILE	
MONTE SAN SAVINO	
MONTECARLO	
MONTERCHI	
MONTERIGGIONI	
PALAIA	
PECCIOLI	
PISA	