

**CIRCULAR N. 39/2021**

Dear,

as per the previous circular, I post below parts of the agreement signed with EDUCatt, relating to the processing and transmission of the files:

**OBJECT OF THE CONVENTION**

The service will be provided exclusively to students with income and / or assets abroad for families with at least one member not resident in Italy, in compliance with the provisions of law n ° 40/98, DPR 394/99 art. 46 and the D.L. 68/12 paragraph 5. To obtain the release of the certificate, students must go personally to one of the offices of the C.A.F.-M.C.L., explicitly referring to the agreement in place with the EDUCatt Foundation.

The service may also provide, only for students unable to go personally to one of the offices of the C.A.F.-M.C.L. (e.g. students abroad awaiting authorization to leave with imminent expiry of the competition notices), the possibility of sending student documents required by national legislation to the e-mail address [direzionegenerale@cafmccl.it](mailto:direzionegenerale@cafmccl.it), and the consequent drafting of the certification in question to be delivered to requesting students always by email.

The certificate issued by the C.A.F.-M.C.L. s.r.l. for the purpose of evaluating the economic and patrimonial condition, it will be drawn up on the basis of the following specific documentation, issued by the competent authorities of the country in which the income was produced and the assets held, translated and legalized by the Italian diplomatic authorities in the country of origin, considering the exchange rate average of the calendar year preceding that of the certified enrollment:

- Fiscal Code
- Valid identity card or passport
- Document certifying the composition of the family unit
- Income of the calendar year preceding that of the registration of each member of the family
- Possible certificate of unemployment of the members of the family unit
- Buildings for residential use owned by the family, with an indication of the square meters and valued on the basis of the conventional value of 500 euros per square meter
- Certification of any movable assets (expressed in securities, dividends from shareholdings, fractions of equity of any companies owned, etc.)
- Possible ISEE certification for income and assets owned and produced in Italy
- Scholarships, also not subject to taxation, received in the two calendar years preceding that of enrollment.

In the cases of those countries where there are no particular difficulties in issuing the certification attested by the local Italian embassy, the same can be issued by the competent foreign diplomatic or consular



representatives in Italy and legalized by the Prefectures, pursuant to art. 33, of the Presidential Decree 28 December 2000, n. 445

If there are no income earners in the family unit in Italy, the certificate must not be issued to foreign students from "particularly poor and developing countries" referred to in MIUR decree n° 464 of 11/06/2019, as for them the need to issue the aforementioned certification is not foreseen in the EDUCatt competition notices.

## **DESCRIPTION OF THE ACTIVITIES OBJECT OF THE AGREEMENT**

The activities covered by the agreement are:

- Assistance for the compilation and release of the data collection form for university certified applicant, in favor of students enrolled or enrolled in Catholic Università cattolica who are requesting subsidized services for the right to university study from EDUCatt and who have income and assets produced abroad and held by family members who do not have an Italian tax code.
- Electronic transmission of a summary file to EDUCatt.
- Electronic transmission through a path to be defined during the validity of this agreement.

The C.A.F.-M.C.L. s.r.l. guarantees all necessary checks on the basis of its electronic and paper archives by EDUCatt for the performance of the service covered by this agreement

They are borne by the C.A.F.-M.C.L. s.r.l. all the charges and obligations listed below:

- Availability of adequate human resources, in terms of number and quality, for the work itself.
- Availability of a manager able to follow the good execution of the service and to keep the necessary contacts until the end of the work, also for the purpose of telematic transmission of data.
- Availability of the necessary IT equipment and adequate management skills, including the telematic transmission of data.
- Custody and confidentiality of data in accordance with the privacy legislation.
- Any other charge relating to the execution and responsibility of the service.

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#### **PERIOD OF DELIVERY OF UNIQUE SUBSTITUTE DECLARATIONS**

Students will be able to apply for the elaboration of the university parified indicator within the deadlines set by the calls for applications for scholarships and admission and readmission competitions to university colleges of each academic year which are communicated by EDUCatt to the C.A.F.-M.C.L. s.r.l. as soon as defined in the individual calls.

Any exceptions to these deadlines (eg students admitted to colleges after the deadlines of the calls) will be authorized and communicated by EDUCatt.

#### **DURATION OF THE AGREEMENT**

This agreement is valid from **15/06/2021** to **31/05/2022**

**IT IS OBLIGATION TO THE C.A.F.-M.C.L. s.r.l. NOT TO ASK THE SINGLE STUDENT NEITHER FEES OR REFUNDS FOR THE PROCESSED PRACTICES.**

The call for admission to the EDUCatt Colleges in Università cattolica can be downloaded at the following link:

<http://www.educatt.it/agevolazioni/doc/EDUCattBandoCollegi2021ITA.pdf>

Sincerely.

