

# REGULATIONS FOR THE CALCULATION AND PAYMENT OF FEES AND DUES FOR ENROLMENT ON PROGRAMMES AT THE UNIVERSITY OF SIENA AY 2024/2025

## SECTION I: GENERAL RULES REGARDING STUDENT CONTRIBUTIONS

### Art. 1. Subject

1. These regulations set out the criteria for calculating the fees and dues to be paid by students enrolled in programmes at the University of Siena, as well as the procedures for payment thereof. For all matters not governed by these regulations, please refer to the further provisions governing individual programmes, with particular reference to university master's programmes, summer schools, advanced training, and refresher courses, as well as teacher training courses or the respective calls for application.

### Art. 2. Fees and dues: general principles

1. The fees to be paid by students who enrol in a first-cycle, single-cycle or second-cycle degree programme are calculated in accordance with the criteria set out in Section II, with reference to:

- the type of programme chosen;
- the student's economic situation;
- merit.

2. The amount due is payable in four instalments, in accordance with the deadlines set forth each year in the Student Prospectus or in the calls for applications for admission to programmes.

3. Regular enrolment in University of Siena programmes is subject to payment of the amounts due; payment of the first instalment secures registration or enrolment.

4. The following dues must be added to the first instalment of university fees:

- a. regional tax for the Right to University Education (DSU), in accordance with current legislation.
- b. virtual stamp duty, in accordance with current legislation.

5. Virtual stamp duty cannot be reimbursed, whereas requests for reimbursement of the regional DSU tax must be made directly to the ARDSU (Regional Agency for the Right to University Education).

6. Stamp duty is payable online only at the time of registration/enrolment in university master's programmes, advanced training programmes and refresher courses, as well as Summer Schools.

7. Students who are in arrears with payment of fees and dues and/or any related late-payment charges cannot sit exams or complete any administrative act.

### Art. 3. Surcharges for late payments

1. Students who make payments after the due date or who do not comply with the deadlines set out in the Study Prospectus will be required to pay a progressively greater surcharge as follows:

- a. 10 Euros for payments made within 14 days after the deadline.
- b. 25 Euros for payments made between the 15th and 21st day after the deadline.
- c. 50 Euros for payments made between the 22nd and 30th day after the deadline.
- d. 100 Euros for payments made from the 31st day after the deadline.

## SECTION II: FEES

### Art. 4. Calculating fees and dues

1. The amount to be paid by students enrolled in first-cycle, second-cycle or single-cycle degree programmes at the University of Siena is determined on the basis of the following elements:

- a) category the degree programme falls under;
- b) economic status of the student's family unit, as indicated by the Indicator of equivalent economic situation (ISEE with 31 December 2024 expiration date) valid for DSU benefits, drawn up in compliance with the provisions of art. 8 DPCM 159/2013;

- c) year of enrolment<sup>1</sup>,
- d) University credits (CFU) earned in the twelve months prior to 10 August each year.

2. The degree programmes fall under three different categories:

- a) humanities-social studies (US),
- b) technical-scientific (TS),
- c) EU-regulated healthcare (UE).

Programmes fall under the individual categories as follows:

- a) the programmes offered by the Departments below are grouped under the US category:
  - Area of Economics, Law, and Political Sciences,
  - Area Literature, History, Philosophy, and the Arts.
- b) the programmes offered by the Departments in the areas below - except for scientific degree programmes under classes L- 35 and LM-40 (considered equivalent to those under the US category) and the programmes listed under point c) below - belong to the TS category:
  - Area of Biomedical and Medical Sciences,
  - Area of Experimental Sciences.
- c) the following single-cycle degree programmes belong to the EU category:
  - LM 41 – Medicine and Surgery,
  - LM 46 – Dentistry and Dental Prosthodontics.

3. The fee to be paid by each enrolled student, according to the elements under par. 1 above, is:

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<sup>1</sup> The year of enrolment, required to assign students to one of the "Groups" in the following table A, is defined considering all the academic years of enrolment in the current university studies, including the years prior to any transfers from other universities, degree programmes or degrees under former university systems.

**Table A: University contributions for enrolment on first- and second-cycle degree programmes****2024-25**

Students who:

<b>Group 1</b>	1) have been enrolled for a number of years LESS than or EQUAL to the normal duration of the degree programme plus one year 2) in the case of enrolment in the 2nd year, those who HAVE acquired at least 10 university credits (CFU) by 10 August of the first year, 3) in the case of enrolment in years subsequent to the 2 <sup>nd</sup> , those who HAVE acquired at least 25 university credits (CFU) by 10 August of each year
<b>Group 2</b>	1) have been enrolled for a number of years GREATER than the normal duration of the degree programme plus one year 2) HAVE acquired at least 25 university credits (CFU) by 10 August of each year.
<b>Group 3</b>	1) do not fall in either of the groups above

Type >>>>>>>	HUMANITIES-SOCIAL STUDIES			TECHNICAL-SCIENTIFIC			EU-regulated HEALTHCARE		
ISEE range	group 1	group 2	group 3	group 1	group 2	group 3	group 1	group 2	group 3
0A_ <16500.99 Euros	0	200	400	0	200	450	0	200	500
1D_ 16501_17000	0	200	440	0	200	458	0	200	500
1E_ 17001_17500	0	200	490	0	200	508	0	200	525
1F_ 17501_18000	0	200	540	0	200	558	0	200	575
1G_ 18001_18500	0	200	590	0	200	608	0	200	625
1H_ 18501_19000	0	200	641	0	200	659	0	200	678
1J_ 19001_19500	0	200	692	0	200	711	0	200	730
1K_ 19501_20000	0	200	743	0	200	763	0	200	783
2A_ 20001_20500	0	200	794	0	200	815	0	200	835
2B_ 20501_21000	0	200	845	0	200	866	0	200	888
2C_ 21001_21500	0	200	896	0	200	918	0	200	940
2D_ 21501_22000	0	200	947	0	200	970	0	200	993
2E_ 22001_22500	122	200	998	124	200	1022	126	200	1,045
2F_ 22501_23000	129	200	1049	131	200	1073	133	200	1,098
2G_ 23001_23500	136	204	1100	138	207	1125	140	210	1,150
2H_ 23501_24000	143	214	1151	145	217	1177	147	221	1,203
2J_ 24001_24500	374	561	1202	380	570	1229	385	578	1,255
2K_ 24501_25000	391	587	1253	397	595	1280	403	604	1,308
2L_ 25001_25500	408	612	1304	414	621	1332	420	630	1,360
2M_ 25501_26000	425	638	1355	432	647	1384	438	657	1,413
2N_ 26001_26500	663	995	1406	673	1010	1436	683	1024	1,465
2P_ 26501_27000	689	1033	1457	699	1048	1487	709	1064	1,518
2Q_ 27001_27500	714	1071	1508	725	1087	1539	735	1103	1,570
2R_ 27501_28000	740	1109	1559	751	1126	1591	761	1142	1,623
2S_ 28001_28500	918	1377	1610	932	1398	1643	945	1418	1,675
2T_ 28501_29000	949	1423	1661	963	1444	1694	977	1465	1,728
2U_ 29001_29500	979	1469	1712	994	1490	1746	1008	1512	1,780
2V_ 29501_30000	1010	1515	1763	1025	1537	1798	1040	1560	1,833
3A_ 30001_31000	1200	1700	1,780	1320	1870	1,960	1380	1955	2,055
3B_ 31001_32000	1230	1710	1,790	1353	1881	1,971	1415	1967	2,067
3C_ 32001_33000	1260	1720	1,800	1386	1892	1,982	1449	1978	2,078
3D_ 33001_34000	1290	1730	1,810	1419	1903	1,993	1484	1990	2,090
3E_ 34001_35000	1320	1740	1,820	1452	1914	2,004	1518	2001	2,101
3F_ 35001_36000	1350	1750	1,830	1485	1925	2,015	1553	2013	2,113

Type >>>>>>>	HUMANITIES-SOCIAL STUDIES			TECHNICAL-SCIENTIFIC			EU-regulated HEALTHCARE		
ISEE range	group 1	group 2	group 3	group 1	group 2	group 3	group 1	group 2	group 3
3G_36001_37000	1380	1760	1,840	1518	1936	2,026	1587	2024	2,124
3H_37001_38000	1410	1770	1,850	1551	1947	2,037	1622	2036	2,136
3J_38001_39000	1440	1780	1,860	1584	1958	2,048	1656	2047	2,147
3K_39001_40000	1470	1790	1,870	1617	1969	2,059	1691	2059	2,159
4A_40001_41000	1500	1800	1,880	1650	1980	2,070	1800	2160	2,260
4B_41001_42000	1520	1810	1,890	1672	1991	2,081	1824	2172	2,272
4C_42001_43000	1540	1820	1,900	1694	2002	2,092	1848	2184	2,284
4D_43001_44000	1560	1830	1,910	1716	2013	2,103	1872	2196	2,296
4E_44001_45000	1580	1840	1,920	1738	2024	2,114	1896	2208	2,308
4F_45001_46000	1600	1850	1,930	1760	2035	2,125	1920	2220	2,320
4G_46001_47000	1620	1860	1,940	1782	2046	2,136	1944	2232	2,332
4H_47001_48000	1640	1870	1,950	1804	2057	2,147	1968	2244	2,344
4J_48001_49000	1660	1880	1,960	1826	2068	2,158	1992	2256	2,356
4K_49001_50000	1680	1890	1,970	1848	2079	2,169	2016	2268	2,368
5A_50001_51000	1700	1900	1,980	1870	2090	2,180	2040	2280	2,380
5B_51001_52000	1710	1910	1,990	1881	2101	2,191	2052	2292	2,392
5C_52001_53000	1720	1920	2,000	1892	2112	2,202	2064	2304	2,404
5D_53001_54000	1730	1930	2,010	1903	2123	2,213	2076	2316	2,416
5E_54001_55000	1740	1940	2,020	1914	2134	2,224	2088	2328	2,428
5F_55001_56000	1750	1950	2,030	1925	2145	2,235	2100	2340	2,440
5G_56001_57000	1760	1960	2,040	1936	2156	2,246	2112	2352	2,452
5H_57001_58000	1770	1970	2,050	1947	2167	2,257	2124	2364	2,464
5J_58001_59000	1780	1980	2,060	1958	2178	2,268	2136	2376	2,476
5K_59001_60000	1790	1990	2,070	1969	2189	2,279	2148	2388	2,488
6A_60001_61000	1800	2000	2,080	1980	2200	2,290	2160	2400	2,500
6B_61001_62000	1810	2010	2,090	1991	2211	2,301	2172	2412	2,512
6C_62001_63000	1820	2020	2,100	2002	2222	2,312	2184	2424	2,524
6D_63001_64000	1830	2030	2,110	2013	2233	2,323	2196	2436	2,536
6E_64001_65000	1840	2040	2,120	2024	2244	2,334	2208	2448	2,548
6F_65001_66000	1850	2050	2,130	2035	2255	2,345	2220	2460	2,560
6G_66001_67000	1860	2060	2,140	2046	2266	2,356	2232	2472	2,572
6H_67001_68000	1870	2070	2,150	2057	2277	2,367	2244	2484	2,584
6J_68001_69000	1880	2080	2,160	2068	2288	2,378	2256	2496	2,596
6K_69001_70000	1890	2090	2,170	2079	2299	2,389	2268	2508	2,608
7A_70001_71000	1900	2100	2,180	2090	2310	2,400	2280	2520	2,620
7B_71001_72000	1910	2105	2,185	2101	2316	2,406	2292	2526	2,626
7C_72001_73000	1920	2110	2,190	2112	2321	2,411	2304	2532	2,632
7D_73001_74000	1930	2115	2,195	2123	2327	2,417	2316	2538	2,638
7E_74001_75000	1940	2120	2,200	2134	2332	2,422	2328	2544	2,644
7F_75001_76000	1950	2125	2,205	2145	2338	2,428	2340	2550	2,650
7G_76001_77000	1960	2130	2,210	2156	2343	2,433	2352	2556	2,656
7H_77001_78000	1970	2135	2,215	2167	2349	2,439	2364	2562	2,662
7J_78001_79000	1980	2140	2,220	2178	2354	2,444	2376	2568	2,668
7K_79001_80000	1990	2145	2,225	2189	2360	2,450	2388	2574	2,674
8A_80001_81000	2000	2150	2,230	2200	2365	2,455	2400	2580	2,680

Type >>>>>>>	HUMANITIES-SOCIAL STUDIES			TECHNICAL-SCIENTIFIC			EU-regulated HEALTHCARE		
8B_81001_82000	2010	2160	2,240	2211	2376	2,466	2412	2592	2,692
8C_82001_83000	2020	2170	2,250	2222	2387	2,477	2424	2604	2,704
8D_83001_84000	2030	2175	2,255	2233	2393	2,483	2436	2610	2,710
8E_84001_85000	2040	2180	2,260	2244	2398	2,488	2448	2616	2,716
8F_85001_86000	2050	2185	2,265	2255	2404	2,494	2460	2622	2,722
8G_86001_87000	2060	2190	2,270	2266	2409	2,499	2472	2628	2,728
8H_87001_88000	2070	2195	2,275	2277	2415	2,505	2484	2634	2,734
8J_88001_89000	2080	2200	2,280	2288	2420	2,510	2496	2640	2,740
8K_89001_90000	2090	2205	2,285	2299	2426	2,516	2508	2646	2,746
9A_90001_91000	2100	2210	2,290	2310	2431	2,521	2520	2652	2,752
9B_91001_92000	2115	2240	2,335	2335	2471	2,576	2555	2702	2,817
9C_92001_93000	2130	2255	2,345	2350	2486	2,586	2570	2717	2,827
9D_93001_94000	2145	2270	2,365	2365	2501	2,606	2585	2732	2,847
9E_94001_95000	2160	2285	2,380	2380	2516	2,621	2600	2747	2,862
9F_95001_96000	2175	2300	2,395	2395	2531	2,636	2615	2762	2,877
9G_96001_97000	2190	2315	2,410	2410	2546	2,651	2630	2777	2,892
9H_97001_98000	2205	2330	2,425	2425	2561	2,666	2645	2792	2,907
9J_98001_99000	2220	2345	2,440	2440	2576	2,681	2660	2807	2,922
9K_99001_100000	2235	2360	2,455	2455	2591	2,696	2675	2822	2,937
9L_>100000	2250	2375	2,470	2470	2606	2,711	2690	2837	2,952
9X_ND	2250	2375	2,470	2470	2606	2,711	2690	2837	2,952

4. Given the particular nature of the single-cycle degree programme in *Dentistry and Dental Prosthodontics* (class LM 46), students who enrol in this programme and do not submit an ISEE certificate or declare an amount in excess of 30,000 Euros will be required to pay the amounts under table A above plus 1,650.00 Euros.
5. The following students cannot submit the normal ISEE valid for DSU benefits pursuant to the provisions of art. 8 DPCM 159/2013 as subsequently amended and supplemented:
  - a. foreigners and those not resident in Italy;
  - b. non-autonomous (art. 8 of Prime Ministerial Decree 159/2013) foreigners resident or staying in Italy whose family unit of origin resides in a country other than Italy, with income received and/or assets held abroad
  - c. Italians resident abroad not registered with AIRE.

These students may request the calculation of the university contribution (Tab. A) on the basis of the equivalent ISEU (*ISEU parificato*), which may be issued by an authorized CAF that has entered into an agreement with the University of Siena.

6. In the absence of an ISEE (art. 4, par. 1, letter b) or equivalent (*parificato*) ISEU referred to in the preceding paragraph and without prejudice to the increase referred to in paragraph 4 above, the amount of the annual all-inclusive contribution for foreign students is equal to the values corresponding to the "9X" range of Tab. A above, multiplied by one of the following coefficients (Tab. B) when they assume values less than one.

These coefficients are calculated by comparing the per capita gross domestic product (GDP) adjusted for purchasing power parities (PPP) of the country of origin with that of Italy, on the basis of data published by the International Monetary Fund (IMF).

The amount of the contribution due cannot in any case be less than 400 Euros.

7. In the case of students who are entitled to enrolment following rulings by the competent administrative judicial bodies, an enrolment fee of EUR 600.00 is payable for each completed academic year.

8. Students who, as a result of updates to the ministerial rankings, enrol after 1 March 2025, are exempt from

paying 50% of the amount due for the current academic year of the fees and dues referred to in Article 4.

9. Students enrolling in the first year of a second-cycle degree programme who in academic year 2023/2024 were enrolled at the University in individual courses that were activated for this second-cycle degree programme are exempt from paying an amount equal to the amount paid for enrolment in these individual courses if they have earned the relevant university credits.

**Table B: Adjustment coefficient for contributions payable - GNP (PPP) per capita in the country of origin (\*)**

Source: International Monetary Fund, World Economic Outlook Database (April 2022)

Country	\$	coeff.	Country	\$	coeff.	Country	\$	coeff.	Country	\$	coeff.
Afghanistan	1,947	0,0545	Albania	17,383	0,3462	Algeria	13,002	0,2589	Andorra	63,600	1,2665
Angola	7,360	0,1466	Antigua and Barbuda	21,890	0,4359	Saudi Arabia	55,368	1,1026	Argentina	25,822	0,5142
Armenia	15,818	0,3150	Aruba	39,508	0,7868	Australia	61,941	1,2335	Austria	64,751	1,2895
Azerbaijan	17,153	0,3416	Bahamas	40,274	0,8020	Bahrain	57,424	1,1435	Bangladesh	6,633	0,1321
Barbados	17,408	0,3467	Belgium	61,587	1,2264	Belize	7,147	0,1423	Benin	4,137	0,0824
Bhutan	12,967	0,2582	Belarus	21,686	0,4319	Bolivia	9,856	0,1963	Bosnia and Herzegovina	17,471	0,3479
Botswana	19,287	0,3841	Brazil	17,208	0,3427	Brunei	74,953	1,4926	Bulgaria	28,593	0,5694
Burkina Faso	2,663	0,0530	Burundi	856	0,0170	Cambodia	5,493	0,1094	Cameroon	4,398	0,0876
Canada	57,812	1,1513	Cape Verde	7,740	0,1541	Chad	1,705	0,0339	Chile	28,526	0,5681
China	21,364	0,4254	Cyprus	48,443	0,9647	Colombia	18,225	0,3629	Comoros	3,355	0,0668
South Korea	53,051	1,0565	Ivory Coast	6,345	0,1264	Costa Rica	24,490	0,4877	Croatia	36,201	0,7209
Denmark	69,273	1,3795	Dominica	14,491	0,2886	Ecuador	12,664	0,2522	Egypt	14,928	0,2973
El Salvador	10,581	0,2107	United Arab Emirates	78,255	1,5584	Eritrea	2,101	0,0418	Estonia	44,778	0,8917
Eswatini	10,411	0,2073	Ethiopia	3,407	0,0679	Fiji	13,598	0,2708	Philippines	10,237	0,2039
Finland	58,010	1,1552	France	56,036	1,1159	Gabon	17,848	0,3554	Gambia	2,646	0,0527
Georgia	18,594	0,3703	Germany	63,271	1,2600	Ghana	6,754	0,1345	Jamaica	11,802	0,2350
Japan	48,814	0,9721	Djibouti	6,667	0,1328	Jordan	11,861	0,2362	Greece	35,596	0,7089
Grenada	18,293	0,3643	Guatemala	9,911	0,1974	Guinea	3,029	0,0603	Equatorial Guinea	19,036	0,3791
Guinea-Bissau	2,784	0,0554	Guyana	38,258	0,7619	Haiti	3,189	0,0635	Honduras	6,740	0,1342
Hong Kong	70,448	1,4029	India	8,358	0,1664	Indonesia	14,535	0,2894	Iran	18,332	0,3651
Iraq	12,141	0,2418	Ireland	124,596	2,4812	Iceland	64,621	1,2869	Marshall Islands	4,192	0,0835
Solomon Islands	2,385	0,0475	Israel	50,204	0,9998	Italy	50,216	1,0000	Kazakhstan	30,502	0,6074
Kenya	6,061	0,1207	Kirghizstan	5,562	0,1108	Kiribati	2,148	0,0428	Kosovo	13,964	0,2781
Kuwait	50,919	1,0140	Laos	9,184	0,1829	Lebanon	18,240	0,5108	Lesotho	3,034	0,0604
Latvia	37,330	0,7434	Liberia	1,779	0,0354	Libya	18,345	0,3653	Lithuania	46,479	0,9256
Luxembourg	140,694	2,8018	Macao	85,612	1,7049	North Macedonia	19,726	0,3928	Madagascar	1,778	0,0354
Malawi	1,603	0,0319	Malaysia	32,901	0,6552	Maldives	29,133	0,5801	Mali	2,575	0,0513
Malta	54,647	1,0883	Morocco	9,041	0,1800	Mauritania	6,920	0,1378	Mauritius	25,043	0,4987
Mexico	22,216	0,4424	Micronesia	3,650	0,0727	Moldavia	16,719	0,3329	Mongolia	13,350	0,2659
Montenegro	24,878	0,4954	Mozambique	1,439	0,0287	Myanmar	4,776	0,0951	Namibia	10,448	0,2081
Nauru	10,750	0,2141	Nauru	10,750	0,2141	Nepal	4,578	0,0912	Nicaragua	7,071	0,1408
Niger	1,435	0,0286	Nigeria	5,853	0,1165	Norway	77,808	1,5495	New Zealand	50,411	1,0039
Oman	35,286	0,7027	Netherlands	68,572	1,3655	Pakistan	6,470	0,1288	Palau	13,652	0,2719
Palestine	6,243	0,1243	Panama	36,085	0,7186	Papua New Guinea	4,299	0,0856	Paraguay	14,430	0,2874
Perú	15,035	0,2994	Poland	41,685	0,8301	Puerto Rico	42,759	0,8515	Portugal	40,805	0,8126
Qatar	112,789	2,2461	United Kingdom	55,301	1,1013	Czech Republic	47,527	0,9465	Central African Rep.	1,102	0,0219

Republic of the Congo	4,578	0,0912	Dem. Rep. of the Congo	1.316	0,0262	Dominican	23,983	0,4776	Romania	36,622	0,7293
Rwanda	2,808	0,0559	Russia	30,013	0,5977	Samoa	5,935	0,1182	San Marino	70,139	1,3968
São Tomé and Príncipe	4,681	0,0932	Senegal	4,093	0,0815	Serbia	23,904	0,4760	Seychelles	35,272	0,7024
Sierra Leone	1,958	0,0390	Singapore	13,1580	2,6203	Spain	46,413	0,9243	Slovakia	38,620	0,7691
Slovenia	48,534	0,9665	Somalia	1,322	0,0263	St. Vincent and Grenadines	15,505	0,3088	Sri Lanka	15,387	0,3064
St. Kitts and Nevis	27,608	0,5498	St. Lucia	16,509	0,3288	Sudan del Sud	928	0,0185	United States	76,027	1,5140
South Africa	15,361	0,3059	Sudan	4,442	0,0884	Tajikistan	4,630	0,0922	Suriname	17,300	0,3445
Sweden	62,926	1,2531	Switzerland	84,658	1,6859	East Timor	3,339	0,0665	Taiwan	68,730	1,3687
Tanzania	3,358	0,0669	Thailand	21,057	0,4193	Tunisia	12,300	0,2449	Togo	2,599	0,0518
Tonga	6,783	0,1351	Trinidad and Tobago	29,884	0,5951	Ukraine	7,519	0,2106	Turkey	37,488	0,7465
Turkmenistan	18,857	0,3755	Tuvalu	5,798	0,1155	Uzbekistan	9,243	0,1841	Uganda	2,961	0,0590
Hungary	40,944	0,8154	Uruguay	26,663	0,5310	Yemen	2,078	0,0414	Vanuatu	2,851	0,0568
Venezuela	5,949	0,1185	Vietnam	12,881	0,2565				Zambia	3,776	0,0752
Zimbabwe	2,523	0,0502									

 Developing countries

(\*) A minimum fee of 400 Euros is applied to Countries not listed above.

#### Art. 5. Part-time students

1. For students enrolled as part time, the “normal” duration of the degree programme will be increased from one to six years, depending on the study programme and the number of academic years for which part-time status was requested.

#### Art. 6. Simultaneous enrolment in programmes at the University of Siena

Students enrolled at the same time in two first and/or second level programmes of study at the University of Siena may apply for the "simultaneous enrolment" benefit on the second study programme, which consists of exemption from payment of the regional fee already paid for the first study programme and a reduction of 50% of the entire amount of university fees due.

#### Art. 7. Students enrolled in the Foundation course

For the calculation and payment of fees and dues for enrolment in the Foundation course, to be paid in a single instalment, please refer to the resolutions passed by the responsible bodies.

#### Art. 8. Students enrolled in doctoral research programmes

1. When applying for admission to the doctoral research programme, the applicant pays a 30.00 Euro fee regardless of the number of applications submitted.
2. Students enrolled in doctoral programmes who have not been awarded a scholarship are required to pay virtual stamp duty, in accordance with current legislation, and the regional tax of the Regional Agency for the Right to University Education (DSU); at the time of enrolment, doctoral students with scholarships are also required to pay the University an all-inclusive yearly fee of 340 Euros.

#### Art. 9 Students enrolled in Postgraduate Schools

3. To determine the fees for students enrolled in postgraduate schools who do not have a specialist training contract, reference is made to the same elements considered for first-cycle, second-cycle and single-cycle degree programmes. One of the three categories will be applied on the basis of the degree required for admission to the programme. In any case, the all-inclusive annual fee payable can be no less than 1,200 Euros.
4. Students enrolled in postgraduate schools in the area of healthcare who have a specialist training contract, army doctors and medical personnel who belong to specific categories serving in healthcare structures other

than those included in the school's training network who have reserved places pursuant to art. 35, paragraphs 3 and 4 of Legislative Decree 368/99, are required to pay an annual all-inclusive fee of 2,400 Euros.

5. Without prejudice to the procedures for admission to postgraduate schools in the area of healthcare reorganized and accredited pursuant to Ministerial decrees no. 68 of 4 February 2015 and no. 402 of 13 June 2017, should a specializing student request to transfer to a postgraduate programme at another university during the course of a year, having already paid the University of Siena the contributions due and having already signed the contract for specialist training, said student may request even partial reimbursement of sums paid. The sum to be reimbursed is 180 Euros for every full month from the start of the academic year and up to the date of forfeiture by the specializing student.

6. Postgraduate students are required to pay 50% of the amount due at the time of registration or renewal of enrolment. There are two instalments. For renewal of enrolment in years subsequent to the first, the first instalment is due by the 45th day following the final exam, the second instalment is due within 6 months of passing the exam. The second instalment for registered students must be paid 6 months after the registration date.

7. The amount under paragraphs 1 and 2 above decreases to 400 Euros if the student must sit for the final exam only.

8. In addition to the amounts listed in this article, students are required to pay virtual stamp duty, in accordance with current legislation, and the amount set by the Region of Tuscany as the regional tax for the Right to University Education (DSU); students enrolled in the postgraduate schools in the medical area included under Legislative Decree no. 368 of 17 August 1999 are exempted from paying the regional tax.

### **SECTION III: OTHER DUES**

#### **Art. 10 Dues for transferring to another University**

1. Students requesting to transfer to another University are required to pay a non-refundable 250 Euro fee.
2. Only students who are up to date with payments on the day the request to transfer is submitted are entitled to apply for transfers.
3. Fees and dues paid prior to requesting a transfer cannot be refunded.
4. Pursuant to Art. 29 of these Regulations, students who are incarcerated are exempted from payment of the transfer fee.

#### **Art. 11. Fee for recognition and suspension of enrolment**

1. Students who, as at the last exam session of the previous academic year, are lacking only the University credits required for the final examination, must pay an annual enrolment fee equal to 30% of the fees and dues under Article 4 of these regulations with a ceiling of 600 Euros. In addition to said amount, they must pay virtual stamp duty in accordance with the amount set by the laws in force as well as the amount set by the Region of Tuscany as the regional tax for the Right to University Education (DSU).
2. Students who must earn 30 University credits in addition to those required for the final examination, or only the final exam if they are enrolled in degree programmes under the educational system prior to Ministerial Decree no. 509/1999, who do not modify their plan of study and plan to complete all their exams by the end of the last exam session of the previous academic year, may request suspension of enrolment in the new academic year, and consequently payment of the amounts due. The request for suspension must be submitted by the deadline for enrolment in the new academic year.

#### **Art. 12. Interruption of studies, resumption of studies and career reunification**

1. Studies are interrupted automatically if a student fails to renew enrolment for at least two consecutive academic years without applying for suspension pursuant to article 31 of the University Regulations
2. The interruption may last several academic years, as long as the prescription periods under applicable laws are respected.
3. A student who abandons or interrupts his/her studies for any reason shall under no circumstances receive reimbursement for fees and dues paid.
4. A student who intends to resume his/her studies after an interruption thereof, must submit a specific career reunification application (resumption of studies) and that student shall be required to pay a reunification contribution of 500 Euros for US type programmes and of 600 Euros for other types of programmes for each year of interruption, plus the fees and dues payable for the academic year in which studies are resumed.



5. If the student interrupts studies for five years or more, he/she must pay an amount corresponding to the last five years of interruption.

#### **Art. 13. Interruption of studies: suspension**

1. The request to suspend studies, under Art. 31 of the University Regulations, must be submitted at the start of the start of the academic year in which the suspension is intended. During the period of suspension, the student is totally exempt from payment of university fees and cannot carry out any formal acts.

A request for suspension may be submitted after renewal of enrolment only if no formal acts have been completed for that academic year.

2. Suspension is not compatible with part-time student status pursuant to Art. 5.

#### **Art. 14. Interruption of studies: withdrawal**

1. Students can withdraw from their studies under art. 31 of the University Degree Regulations only if they are up to date with the payment of all fees and dues by the date of application for withdrawal. The withdrawal procedure applies only to students fully registered/enrolled in accordance with art. 2.

2. Students who apply for a DSU grant and withdraw from studies before the publication of the final ranking must pay the fees due as if they were ineligible.

#### **Art. 15. Enrolment in single courses**

1. The fee for enrolling in single courses pursuant to these Regulations is 130 Euros for US type programmes and 150 Euros for other programmes, plus the amount resulting from multiplying the cost of each individual credit (set at 15 Euros for US programmes and 20 Euros for other types of programmes) and the number of credits required for the programme selected. The amount due for each single course is therefore based on the following formulas:

US-type programmes = Euro 130.00 + (Euro 15.00\*no. of credits)

Other programmes = Euro 150.00 + (Euro 20.00\*no. of credits)

2. Virtual stamp duty, in accordance with current legislation, must be added to the amount calculated above.

#### **Art. 16. Delivery of original diplomas and costs for duplicating diplomas and certificates**

1. The cost of producing the original diplomas is included in the annual fees.

2. It is possible to send the original diplomas to the address specified by the student on payment of a special fee to cover postage and handling: 30 Euros for delivery to Italy and 45 Euros for delivery within the EU.

3. The cost of duplicating an original diploma is 100 Euros. This provision also applies to University Master's diplomas.

4. Original professional qualification certificates issued by the appropriate Ministry through the University are free of charge.

5. The cost of sending holographically signed certificates or other paper documents abroad, to the address specified by the requesting student, shall be borne by the recipient.

#### **Art. 17. Registration fee for the admission test for first-cycle degree programmes, for participating in competitions for admission to study programmes with a cap on enrolment and for admission to Master's programmes**

1. Participation in tests for assessing first-cycle and single-cycle degree students' initial preparation is subject to a non-refundable fee of 30 Euros. Sitting tests for which specific agreements and/or contracts have been stipulated with the University, following the approval of the University Bodies, is subject to the terms and conditions set forth in the agreement and/or contract.

2. Participation in competitions for admission to the single-cycle degree programme with a cap on enrolment in Medicine and in Dentistry and Dental Prosthodontics is subject to payment of a non-refundable 60 Euro fee. Participation in competitions for admission to first cycle and single-cycle degree programmes with a cap on enrolment is subject to payment of a non-refundable 100 Euro fee. The sum may vary in accordance with ministerial provisions.

Participation in any calls for admission to the years following the first year of first cycle and single-cycle degree programmes in the health professions, Medicine and Surgery and Dentistry and Prosthodontics is subject to payment of a non-refundable contribution of 100 Euros, to be paid in accordance with the procedures described

in the calls.

3. Participation in competitions for admission to Master's programmes is subject to payment of a non-refundable 30 Euro fee for each application.

#### **Art. 18. Fee for sitting State Board Examinations**

1. Those who wish to sit State Board Exams must pay a fee of 310 Euros.
2. Those who wish to sit the exam for chartered accountants must pay a 100 Euro fee.
3. Assessed curricular training for qualifying as a physician is subject to a 110 Euro fee.
4. Any extra-curricular traineeships for qualifying as a physician, where applicable under current legislations, must pay a 260 Euro fee.

#### **Art. 19. Fee for recognition of a foreign academic qualification**

1. Recognition of a foreign academic qualification awarded by a non-EU country, for the purpose of receiving an equivalent Italian university degree, is subject to payment of a non-refundable fee of 200 Euros.
2. This fee is not due if there is an agreement between the University of Siena and the foreign university for the recognition of degrees.
3. Evaluation of foreign degrees for admission to second cycle degree programmes through the University's online platform is subject to payment of a non-refundable fee of 30 Euros.

#### **Art. 20. Dues for services provided by request to meet students' personal needs**

1. Should a student wish to insert, integrate or correct the ISEE self-certifications after 20 December, a 30 Euro charge will apply.
2. A 30 Euro charge will be applied to requests submitted after the deadlines indicated in the annual Study Prospectus.

### **SECTION IV: STUDENT BENEFITS**

#### **Art. 21. Merit benefits for students enrolled in the first year of a non-single-cycle degree who graduated by 30 November of the third year**

1. Students enrolling in the first year of a non-single-cycle degree programme who were awarded a three-year degree from the University of Siena in academic year 2023/2024 by 30 November of the third year on track with studies (*in corso*) are entitled to the following merit-based benefit for the first year of the programme:

- a) those who were awarded a degree with a final mark of 110/110 or 110/110 with honours are exempt from paying 20% of the fees and dues under Article 4 of these regulations;
- b) those who were awarded a degree with a final mark of between 106/110 and 109/110 are exempt from paying 10% of the fees and dues under Art. 4 of these regulations.

The benefits referred to in par. 1, lett. a also apply to graduates from other universities.

2. For students enrolled in class L/SNT1, L/SNT2, L/SNT3 or L/SNT4 degree programmes in the health professions only, the deadline for the enjoyment of the benefits under paragraph 1 is 15 December.

#### **Art. 22. Disabled students**

2. Students with certified civil invalidity equal to or greater than 66% and or with a recognized handicap pursuant to art. 3, par. 1 and 3 of Law 104/1992 are fully exempted from payment of university fees and the regional tax for the Right to University Education (DSU).

3. The children of individuals receiving disability pension (pursuant to art. 30 of law 118/71) are granted exemption from payment of university fees upon specific request to be submitted at the beginning of each academic year.

4. Students enrolled on three-year first-cycle degree programmes, second-cycle degree and single-cycle degree programmes may apply for the Solidarity Fund referred to in Article 32 of these regulations if they:

- have disabilities of less than 66%;
- have invalidity certification - pursuant to Article 3 paragraphs 1 and 3 of Law 104/1992 - recognised during the course of the academic year;

- have a record of disability equal to or greater than 66% recognized during the course of the academic year;
- are children of recipients of a disability pension (pursuant to Art. 30 of Law 118/71) recognised during the course of the academic year.

**Art. 23. Students who are in receipt of, or eligible for, a grant from the Regional Agency for the Right to University Education (DSU)**

1. Students who enrol on a study programme and who apply for grants from the Regional Agency for the Right to University Education are temporarily exempted from payment of university fees until the final ranking of successful candidates is published; students who have been awarded grants or who are eligible for grants based on the same lists are totally exempted from payment.

**Art. 24. Students in receipt of a six-month grant from the Regional Agency for the Right to University Education**

1. Students who, within the last call for the last session of the academic year, apply for a grant from the Regional Agency for the Right to University Education (DSU) for an additional semester over and above the normal duration of the programme, and who have completed all the University credits required for their plan of study, except those for the final examination, are exempt from payment of the credit recognition fee.

2. Students who fail to earn all the University credits required for their plan of study by the last call of the last session of the academic year, are exempted from payment of 50% of the amount covering fees and dues pursuant to Art. 4 of these Regulations, by the last deadline provided.

**Art. 25. Simultaneous enrolment Students who are holders of or eligible for a grant or semi-annual grant from the Regional Agency for the Right to University Study.**

The student who enrolls at the same time in two programmes of study identifies one of the two enrolments as a reference to access the benefits provided for by current legislation on the right to study, for the entire period of simultaneous enrolment in the two degree programmes. Students already enrolled in a degree programme in years following the first cannot identify the second enrolment as a reference for the purposes of DSU benefits. In order to increase the amount of the scholarship provided for in article 6, paragraph 3, of Ministry of University and Research decree no. 1320 dated 17 December 2021, the student must maintain for both degree programmes in which they are enrolled the merit requirements provided for by the aforementioned decree.

**Art. 26. Students whose study grant has been revoked by the Regional Agency for the Right to University Education**

1. Students whose study grant has been revoked by the Regional Agency for the Right to University Education (DSU) must pay fees and dues for the year in question, in addition to the regional tax for the Right to University Education. In the event that the grant is revoked or not allocated due to withdrawal from studies, the fees and dues owed at the date of withdrawal must still be paid.

**Art. 27. Students in receipt of grants from the Italian government**

1. Overseas students who receive study grants from the Italian government are fully exempted from payment of university fees and dues.

**Art. 28. Students with Political refugee status or who are stateless**

1. Students enrolled in first-cycle, single-cycle or second-cycle degree programmes and those enrolled in postgraduate and doctoral programmes who have also been granted or have submitted a request for refugee status or subsidiary protection are exempted from payment of university fees in full, except for the amounts under Art. 2, par. 4 above.

2. Other international students, even those not holding refugee or subsidiary protection status, who are in situations of particular gravity, as duly due assessed by a dedicated University Committee headed by the Delegate for students and researchers from crisis areas, may also be exempted from payment of the full university contribution and of other fees applied during enrolment (Dream Apply), except for the sums under art. 2, par.4.

3. Stateless students are considered equivalent to Italian citizens, and income and assets held in Italy are therefore taken into account for the purposes of these regulations.

### **Art. 29. Detained students**

1. Students detained in prisons covered by the Agreement Protocols between the University of Siena and the Tuscany Regional Penitentiary Administration Department must pay an annual enrolment fee of 150 Euros in addition to the regional tax for the Right to University Education.
2. This amount is also applied in the case of resumption of interrupted studies or when the status of graduand is accorded.

### **Art. 30. Special categories of students**

1. Students over sixty enrolled in first- cycle, single- cycle or second- cycle degree programmes are entitled to a 50% reduction of the entire amount of university fees due, calculated according to the criteria under Art. 4.
2. Students enrolled in first-cycle, single-cycle or second-cycle degree programmes who are employees of the University of Siena with a permanent contract or have held a temporary contract for at least the last six months at the time of enrolment, and students who are permanent employees of the Siena University Hospital at the date of registration/enrolment are entitled to a 400 Euro reduction in the university contribution referred to in Article 4 of these Regulations.
3. Civil servants enrolled in first-cycle, second-cycle and single-cycle degree programmes within the framework of the "PA 110 e lode" project are entitled to a 400 Euro reduction in the university contribution referred to under art. 4 of these regulations.
4. Civil servants enrolled in Master's programmes within the framework of the "PA 110 e lode" project are entitled to a 700 Euro reduction in the university contribution specified in the specific calls for applications.
5. In application of what has been agreed with public bodies, or public or private institutions in Italy or overseas through the stipulation of various education agreements approved by university bodies, the University of Siena can extend benefits to certain student categories, regulating them as part of said agreements.
6. All students receiving benefits as above must pay the regional tax for the Right to University Education, in addition to the amounts due.

### **Art. 31. Solidarity fund**

1. In accordance with budgetary funding, each year the University of Siena sets up a Solidarity Fund in favour of students in sudden adequately documented difficult situations, even if temporary.
2. Students referred to in Article 22, par. 3 and students resident in areas affected by earthquakes and/or natural disasters can also apply for the Fund.
3. Support, consisting in partial or total exemption from payment of university fees, is provided on request and is deliberated by a Committee nominated by the Rector through special provision. The members of this committee shall include the Rector or his/her delegate, the Head of the Student Services Area or his/her delegate, the student representatives on the Council and the manager of the office responsible for the procedure, who shall act as recording secretary.  
Exemption does not apply to payment of the regional tax for the Right to University Study and virtual stamp duty, in accordance with the amounts provided for by the regulations in force (Art.2 paragraph 4 of these Regulations).
4. The application procedure, required documentation, criteria for assessment and for providing benefits are defined in a specific call for applications issued annually through Rectoral Decree. The call for applications may specify that the Fund be allocated in one or more moments during the academic year, depending on when university fees are due.

### **Art. 32. Virtual stamp duty**

1. In addition to the amount due, all students in receipt of the benefits listed in Section IV above must also pay a virtual revenue stamp in accordance with the laws in force.

### **Art. 33. Non-cumulation of exemptions, benefits and reductions**

1. Without prejudice to the support measures referred to in art. 31 above, the exemptions, benefits and reductions provided for in these regulations cannot be cumulated.

## **SECTION V: FINAL PROVISIONS**

### **Art. 34. Fiscal checks and penalties for false statements**

1. In application of legislation in force, the University of Siena conducts random checks on statements made by students in self-certifications.
2. Students subject to disciplinary sanctions for making false statements, regarding themselves or their family members, in order to obtain subsidies that they do not have a right to, will be required to pay the maximum university fees for the type of study programme enrolled in and will forfeit the right to obtain other subsidies for the entire duration of their academic studies. In addition, an administrative fine will be levied against these students, comprising the payment of an amount which is threefold the value of the services unduly used, and will lose the right to obtain other provisions for the duration of the study programme, without prejudice to the application of sanctions in accordance with the laws in force in the event of false self-certification.

### **Art. 35. Final provisions**

1. For any matters not expressly covered by these Regulations, reference should be made to the laws and specific Regulations in force.
2. The fees and dues covered by these Regulations, as well as the ISEE income statement brackets under art. 4, Table A and the coefficients in Table B, are all updated every three years in relation to the inflation rate and the figures for GNP growth and in accordance with any constraints placed by the laws in force.