



ASPeF

Il cuore della città

AZIENDA SERVIZI PERSONA E FAMIGLIA
AREA INTEGRAZIONE SOCIALE

NOTICE OF COMPETITIVE EXAMINATION FOR TEMPORARY HOUSING ALLOCATION

For freshmen, undergraduates, trainees, scholars, researchers, fixed-term workers, people who need temporary treatment and medical care, and others who need a temporary housing.

ASPeF Azienda Servizi Persona e Famiglia makes available n° 52 lodgings, so-called *Studentato* (Hall of Residence), in Via Volta 1/A and Via Volta 3, in Mantova, thanks to the agreement with the local Council (Comune di Mantova) about the management of the council-owned building and lodgings to be used as “Temporary Housing”.

N° 104 sleeping accommodations are available; they will be assigned as follows:

80 sleeping accommodations are available for freshmen, undergraduates and postgraduates, trainees, scholars, researchers, people attending training courses or masters;

24 sleeping accommodations are available for people who need temporary housing because of their job or training, especially for those who have a fixed-term contract; for employees for co-operatives and enterprises who don't have any relocation allowance for changeable offices; for people who need temporary treatment and medical care, as relatives of hospitals or nursing homes patients; for other people who need a housing, etc.

Among these 24, 8 sleeping accommodations are at the disposal of the local Council, and they will be assigned following the Council own criterions about need or emergency.

ARTICLE 1. REQUIRED QUALIFICATIONS

The categories above quoted can ask for a temporary housing allocation only if they possess the following qualifications:

1. ECONOMIC CONDITIONS EVALUATION

The applicant's economic condition must be defined in accordance with the current Regional Law 10/02/2004, n. 1 (and following amendments and integrations) terms and criterions.

It can not be more than 44.000,00 euro national standard ISEE¹, referring to one's family unit.

Family Unit: it is defined in accordance with D.p.c.m. 07/05/1999, n. 221 art. 1Bis. Upon submission, the applicant's family unit is considered composed by:

- The applicant;
- The applicant's parents, if they are not legally separated or divorced, and the dependent children even if they are not mentioned in the Civil Status Certificate;
- Everyone is in the applicant's Civil Status Certificate, upon submission, even if they are not relatives;
- The applicant's parent, if divorced or legally separated, who receives the alimony for the applicant;
- Children in foster care, upon submission.

2. GPA – GRADE POINT AVERAGE EVALUATION (as regards sleeping accommodations for undergraduates; the score evaluation for freshmen is about the A levels)

3. GEOGRAPHIC EVALUATION.

The distance between the permanent address and the office, the school or the hospital must not be less than 30 Km.

ARTICLE 2 REQUIRED DOCUMENTS

The applicants must present the following documents to ASPeF:

- a) Personal Data;
- b) Fiscal Code/SSN;
- c) Resident permit for non-EU citizens;

¹ Isee means Indicatore di Situazione Economica Equivalente; this is a tool used to calculate the Italian family's economic situation.

- d) University enrolment;
- e) Employment contract;
- f) ISEE to verify the economic conditions of the applicant's family

The applicant can supply the data above quoted with an affidavit (Articles 46 and 47 of Italian Presidential Decree 28/12/2000 n. 445)

ARTICLE 3 GRADING CRITERIONS

The assignments will be based on a classification list, until all the available places are taken. The applicants must have all the required qualifications to be entered in the classification list, in accordance with Articles 1-2.

When the applicant will receive the communication of his/her own assignment must answer by a written communication within 3 days, accepting to enter into a contract. Otherwise he/she will renounce to the assignment.

A final classification list will be compiled. After that, the assignment will be subject to the applicant participation to a *general interview*. If the applicant will not accept it, he/she will be excluded from the allocation.

If the applicant accepts the allocation commits himself/herself to follow the "Studentato" Regulation.

The sleeping accommodation is reserved to the assignee, who can not allow any other the use it, even temporary. Otherwise the assignee will lose any right on it.

STUDENTS CLASSIFICATION LIST

The classification list considers a maximum score of 1000, as follows: income accounts on 60% (max 600 points); GPA accounts on 30% (max 300 points); the distance between the permanent address and the university accounts on 10% (max 100 points).

1) INCOME: for what concern the income, the classification list is made on the ISEE; the limit is € 44.000,00 for a maximum score of 600 points. It can be calculated using the following formula:

$$\left(1 - \frac{\text{student's ISEE}}{44.000 \text{ €}} \right) \times 600$$

2) GPA: Freshmen: A levels score

$$\left(\text{Score} - 60 \right) \times \frac{300}{100 - 60}$$

Undergraduates: courses started in accordance with D.M. 509/1999:

$$\text{(Students's credits} - \text{Minimum credits)} \times \frac{300}{\text{(Maximum credits*} - \text{Minimum credits)}}$$

* Maximum credits: 60/year.

3) DISTANCE:

$$\text{Real Km} - 30 (\text{Minimum Km}) \times \frac{100}{200 (\text{Maximum Km}^*) - 30 (\text{Minimum Km})}$$

* The Maximum Km have been arbitrarily determined as 200 (two hundred).

The applicant has a bonus of more 5% on the total score if he/she is disabled (it is needed a documented invalidity degree of 66% or more).

ALL OTHER CATEGORIES LIST

The classification list considers a maximum score of 1000, as follows: income accounts on 60% (max 600 points); the distance between the permanent address and the school/office/hospital accounts on 40% (max 400 Points). If two or more applicants get the same score, the allocation will be given to the one who has presented before his/her own application; this will be attested by the ASPeF reference number.

1) INCOME: for what concern the income, the classification list is made on the ISEE; the limit is € 44.000,00 for a maximum score of 600 points. It can be calculated using the following formula:

$$\left(1 - \text{Applicant's ISEE} \right) \times \frac{600}{44.000 \text{ €}}$$

2) DISTANCE:

$$\text{Real Km} - 30 (\text{Minimum Km}) \times \frac{400}{200 (\text{Maximum Km}^*) - 30 (\text{Minimum Km})}$$

* The Maximum Km have been arbitrarily determined as 200 (two hundred).

ARTICLE 4 AVAILABLE LODGINGS AND OFFERED SERVICES

The “Studentato” sleeping accommodation has the following services:

Two double-bedded flat, with its own bathroom + toilet.

In all the housings there are: hot and cold water, electricity, heating, bathroom (with shower), kitchen, living room.

It is available the doorman service.

It is also available for all the guests a playroom/studying room.

The assignees will have to provide themselves with bathroom linen, kitchen accessories, and they must see to the house cleaning.

ARTICLE 5

TERM OF THE ASSIGNMENT AND PAYMENT OF THE RENT

The term of the assignment coincides to the assignee's need (courses, fixed-term contracts, treatment and medical care, etc.).

For freshmen and undergraduates the term of the assignment will be the same of the degree course plus one year more, if the student will not pass all his/her exams within the prescribed period of time. It is due 12 (twelve) pays per academic year.

It is due also a non-interest-bearing security deposit (one monthly payment); it will be returned at the end of the stay.

The sleeping accommodation assignment can be ever revoked for non-payment of the rent.

The rent is calculated, collected and entirely hold by ASPeF.

The maximum rent for 2011 will be:

- 250,00 €/sleeping accommodation per month.

The rent is inclusive of all the lodging charges, excepting for those which are individuals.

ARTICLE 6

LOSS OF THE SLEEPING ACCOMMODATION

The loss of the sleeping accommodation is possible for the following reasons:

- 1) non-utilization of the sleeping accommodation for more than one month, except in case of advance notice to ASPeF, examined case by case;
- 2) non-payment of the rent;
- 3) giving up studies or work.

The assignee who has no more the right to use the lodging must communicate it to the Responsible of "Studentato", he/she must pay the rent for the whole month and leave immediately the lodging.

**ARTICLE 7
NOTICE TO LEAVE**

The notice to leave (only for serious and urgent reasons) must be written to ASPeF, with one month advance notice.

ASPeF will examine the request and it may allow the authorization to leave; in this case the student will have to pay the rent for one month, since the date of the notice.

**ARTICLE 8
DEADLINE FOR SUBMITTING THE APPLICATION - 2011**

The applications must be sent to ASPeF Registered Office

WITHIN AND NLT 12 a.m. of 23/09/2011

ASPEF REGISTERED OFFICE

ASPEF
Piazzale Michelangelo 1
46100 MANTOVA

The applications can be received

- 1) by recorded delivery with acknowledgement of receipt (RR - raccomandata con ricevuta di ritorno), by hand or post
- 2) by e-mail at the address aspef@aspefmantova.it
- 3) by fax at the n° 0376/360608.

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