LODGING CONTRIBUTION FOR PHD STUDENTS

FAQs

1. **Which period is considered for the contribution?**
   
   The contribution shall be paid for the period corresponding to the specific academic year of enrolment of the student (e.g.: 01/11-31/10 or 01/01-31/12) until the end of the first extension/postponement year (postponement for no less than 12 months) and it is limited to the period covered by regular contract/s (as evidenced by the attachments to the AOL).

   Exceptions:
   1. Students of the 1st year may receive the contribution from the date of enrolment although previous to the starting of the AY, provided that there is valid lodging contract from that date and that the students were not enrolled in a degree- or master’s degree course at UniTrento at the same time;
   2. Students who have already completed the third year of the course and have requested admission to the final examination are not granted the contribution for the current AY, but they may request eventual residual months deriving from the previous Academic Year (see FAQ nr. 11).

2. **What do you mean by "permanent address" (residenza permanente)?**

   "Permanent address" means the address/country where you pay taxes (usually the place of origin of the student before starting studying at/before enrolling at University of Trento). Residence in Italy can be related to a single municipality only, for the purposes of registration on the electoral roll and all the other tax and legal benefits that residents of a particular locality are entitled to. The residence in Italy may be demonstrated by the Italian ID card or by the letter issued by the Municipality (see FAQ nr. 7). If you have changed your official residence from abroad to Trento, you are now required to pay taxes in Italy.
3. **In the “Current address” entry (AOL Section “Personal data”), is it correct if I write the address of the place I currently live in?**

Yes, in that entry you must write the address of the house you are currently living in and which is also mentioned in the contract. In case of multiple contracts for different houses, you have to write the latest address (in chronological order).

4. **If Personal data that are uploaded automatically in the system when I start the AOL are incorrect, what should I do?**

Some data are modifiable autonomously by the applicant; for non-editable data (such as the date and place of birth) please send an email to your reference Doctorate Office (see office emails at the bottom of the web page).

5. **If I have changed my accommodation over the Academic Year, what documents should I submit?**

In the AOL you must upload all contracts regularly recorded at “Agenzia delle Entrate” (Revenue Agency) and, in case of an early termination of the contract, the related and compulsory registration at “Agenzia delle Entrate” of the early termination of each contract.

6. **What do you mean by “early termination” (risoluzione anticipata) of the contract?**

We have an “early termination” every time and for any reason a contract is terminated before its expiring date.

7. **Which documents should I upload if I am a foreign national residing in Italy but I do not have an Italian identity card?**

In case of lack of an Italian ID card you can upload the letter received by the Municipality of Trento when you requested the change of residence, with the subject line "Comunicazione di avvio del procedimento di cambio di abitazione" ("Notice of initiation of change of residence").

8. **I do not hold a copy of the contract bearing the details of the registration (stamp and registration number) at the Revenue Agency, what can I do?**

In the absence of a copy of the contract you can attach a replacement document signed by the landlord: the document must nonetheless mention all necessary data, included the starting and expiring dates of the lodging contract: the competent office will then perform the appropriate checks. We recommend, however, to request a copy of the original contract bearing the details of the registration as it ensures better the certainty of data, in order to avoid any penalties as a result of any possible controls.

9. **I hold a multiannual lodging contract (no “cedolare secca”) but I do not hold a copy of the receipt of the annual registration tax, what can I do?**

It is recommended to ask the owner for a copy of the annual payment receipt of registration fees. The tenant is required to make sure that the annual registration tax has been paid (eventually referring to the Revenue Agency), since both parts are responsible of the payment (the tenant will be requested to pay the tax him/herself in case the owner is defaulting).

10. **In my contract an “automatic renewal” (rinnovo automatico) is mentioned: am I expected to produce any further documentation after the expiring date?**

The “automatic renewal” clause refers to the agreement between the lessor and the lessee but it does not exempt from registering the renewal at Agenzia delle Entrate: the receipt of the registration must be provided with the first possible contribution request.
11. Over the past AY I have not been paid all the months due since my new contract/contract’s renewal was not signed by the AOL deadline. What can I do?
Simply start a new application online at the next instalment detailing the period to be recovered and attach all documents required.

12. I hold an accommodation contract with Opera Universitaria, can I apply for the lodging contribution? Do I have to attach the registration at Agenzia delle Entrate?
Students staying at the Opera Universitaria accommodation are eligible for the contribution and it is sufficient to attach the copy of the contract ("verbale di assegnazione"), with no other certification.

13. During the academic year I will spend a period of research abroad, may I ask for the lodging contribution related to the accommodation in the host country?
No, the lodging contribution is allocated only for housing in Trento or commuter municipalities (see the online commuter list “comuni pendolari”). Nevertheless the contribution shall be paid for the accommodation in Trento if a regular contract is kept during the period abroad.

14. Is it mandatory to request tax deductions?
The lodging contribution, unlike the scholarship, is subject to taxation; if you ask for tax deductions, and are eligible for, it will be an advantage for you.
The “tax deduction” is a request done in order NOT to be subject to taxation, therefore – if you have the requirements – it is advisable to ask for it. Actually, the AOL advises to answer "YES" if the applicant has no other income besides the scholarship.
The deductions for employment can be requested by the beneficiaries of the lodging contribution, if they have no other income (remember: the scholarship is NOT an income). In the case of other incomes you must verify if the deductions have already been required for such income (in this case, you can contact the Fiscal Office of UniTrento).
Those who do not intend to request the deductions must declare it in the appropriate section of the AOL by answering “NO”.