



# Notice for allocation of notebooks and backpacks on loan for free use to the students of the University of Trento A. Y. 2022/23

*Please note this is a courtesy translation – the only binding version is the Italian one*

## Art. 1 Purpose

1. The University of Trento announces a notice for the allocation of a number of **150 notebooks** and their backpacks on loan for free use to University of Trento students, in order to facilitate their educational activity according to their income conditions.
2. The present notice will establish this facility, in particular: requirements for admission, application and submission, final ranking (criteria), Device delivery and their return and duration of the contract.

## Art. 2 Requirements for Admission

1. Please find below the requirements requested for the Device allocation. Candidates must be:
  - a) regularly enrolled in Bachelor or Single cycle Master's degree courses at University of Trento (until the first year after the legal duration of the study course.) in the A.Y 2022/23- complying with University of Trento taxes payment- if requested;
  - b) with a submitted ISEE 2022 with a value  $\leq$  € 23,600 (for information about the meaning of ISEE please check: <https://infostudenti.unitn.it/en/isee-university-value-22-23>) (hereinafter: "**ISEE students**");
  - c) as an alternative to b): non- EU "degree seeking students"- citizens living outside Italy (hereinafter: "**non EU no ISEE students**").
2. Students who have taken advantage of similar state or private benefits have been excluded from this notice.

## Art. 3 Submitting the Application

1. The application must be submitted by **September 12, 2022** exclusively online and through the student's account (@studenti.unitn.it), accessing the application:  
<https://webapps.unitn.it/Apply/it/Web/Home/serv-studenti>
2. Applicants will receive an automatic reply of confirmation at their UniTrento account.

## Art. 4 Criteria for candidates ranking

1. Devices will be shared proportionally between **ISEE students** and **non EU no ISEE students** according to the regular applications received from either categories. Final Ranking will based on this criterium.
2. Eligible applicants will be set in a final ranking on the base of their ISEE (in rising order);
3. A specific ranking will be drafted for "non EU students no ISEE", according to merit.
4. Candidates rankings will be published on the following website:  
<https://www.unitn.it/en/servizi/97873/laptop-on-free-loan-for-unitrento-students>



5. Eligible candidates who have already benefited from a notebook and backpack on loan for free use through a specific contract with deadline September 30, 2022 will maintain the same notebook and backpack after verification of good conditions of the Device. They are requested to sign in a new contract in presence by September 30, 2022 following the instructions published together with the final ranking.

#### **4.1 Final ranking (eligible students with ISEE- requirements)**

1. For the present notice the University of Trento will consider ISEE with a value not exceeding € 23,600 and submitted to CAF **from January 2022 and September, 12, 2022** (deadline of Notice for allocation of notebooks and backpacks on loan for free use to University of Trento students A. Y. 2022/23);
2. The candidates ranking assessment is based on ISEE (in rising order);,
3. For candidates with the same ISEE, the number of credits (gained by the notice deadline) referred to the study year will be considered as a priority criterium;
4. As regards newly students enrolled for the first time, the Study Course ranking for the admission to University of Trento (in descending order) will be considered as a criterium for the final ranking.

#### **4.2 Final ranking (eligible students NON EU “degree seeking students”- citizens living outside Italy - requirements)**

1. The final ranking for eligible students non EU students no ISEE is based on the number of credits (gained by the notice deadline) referred to the study year;
2. The Study Course ranking for the admission to University of Trento (in descending order) will be considered the priority criterium for candidates with the same ranking position/ranking mark.;
3. The Study Course ranking for the admission to University of Trento (in descending order) will be considered the criterium for newly students enrolled for the first time.

### **Art. 5 Allocation and declaration check**

1. Candidates are requested to check: their final ranking and how to pick-up/ return the Device to the University of Trento by looking on the following website: <https://www.unitn.it/en/servizi/97873/laptop-on-free-loan-for-unitrento-students> The University of Trento may send a further communication to winners through the institutional email @studenti.unitn.it
2. In order to pick-up the Device, students are requested to book an appointment with the specific link, which will be given together with the final ranking;
3. Shouldn't the Device be collected within the scheduled time, it will be allocated to the next candidate in the ranking;
4. Eligible candidates who have already benefited from a notebook and backpack on loan for free use through a specific contract with deadline September 30, 2022 will maintain the same notebook and backpack after verification of good conditions of the Device. They are requested to sign in a new contract in presence by September 30, 2022 following the instructions published together with the final ranking.



## Art. 6 Contract, obligations and withdrawal

1. This facility lasts at least 90 days from the delivery date.
2. Beneficiaries are obliged to utilise the Device only and exclusively personally and to carry out the activities related to teaching and education, to keep the Device without defects and suitable for the function described and to return to the University of Trento **by the deadline of the contract**, in the same condition as it was delivered to him/her, less normal wear and tear. L'assegnatario/a del dispositivo è tenuto/a ad utilizzarlo personalmente e soltanto a fini didattici, a conservarlo e custodirlo con cura ed attenzione e a restituirlo all'Università di Trento entro la scadenza del contratto nelle stesse condizioni nelle quali gli è stato consegnato, salvo il normale deperimento dovuto ad un corretto uso;
3. At the time of delivery beneficiaries are requested to sign in a specific contract, accepting all foreseen conditions (e.g. penalty, obligations, civil and criminal liability, damages to third parties, unauthorised use by third parties).
4. The return of the Device is a necessary condition in case of withdrawal, transfer to other Universities, graduation, failure to pay taxes (if requested), disciplinary procedure, according to information available on the University website.

## Art. 7 Device Return

1. Students must return the Device **by September, 2023**, should they result not eligible for the notice of the A.Y. 2023-24.
2. The gratuitous loan for use is intended to be automatically revoked in case of withdrawal, transfer and in any other case in which the requirement of the active enrolment in this University should lack..
3. In case of conclusion of the career, notebook and backpack has/have to be returned **within 2 working days** from the final official graduation date.
4. In case of failure to return within the given deadlines or failure to pay any penalties, Beneficiaries have to refer to the consequences provided in the contract.

## Art. 8 Assistance, theft or loss

1. The University assumes no responsibility for damage, loss, deterioration, breakage, or theft due to the carelessness of the student, who shall be financially liable for the same, paying the equivalent of the inventory value, as well as in the case of failure to return the item
2. No assistance is provided in case of breakage due to carelessness or neglect of the Device. No technical assistance is provided for the configuration and use of the Device after delivery.
3. In the event of theft or loss of the Device received on loan, the Student is required to notify the University within 48 hours in writing, attaching authenticated copy of the denounce presented to the competent authorities, in which shall be specified the dynamics of the fact as well as the declaration that the good is on gratuitous loan for use from the University. The device will not be replaced and the student is required to pay the equivalent of the value of the device, according to the amounts defined in the contract.

## Art. 9 Information on the processing of personal data



1. In compliance with Article 13 of the EU Regulation 2016/679, the University of Trento processes personal data as part of the performance of its public interest tasks (article 6(1), point e) of the GDPR) and, in particular, to manage this procedure.

The Data controller is the University of Trento, via Calepina 14, 38122 Trento; email: [ateneo@unitn.it](mailto:ateneo@unitn.it); [ateneo@pec.unitn.it](mailto:ateneo@pec.unitn.it). The Data Protection Officer (DPO) can be contacted at the following email address: [dpo@unitn.it](mailto:dpo@unitn.it).

The processing of personal data shall be carried out manually and by automated means by authorised staff, according to their tasks. Personal data shall be processed lawfully, fairly and transparently, confidentially, in a manner that is adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed.

The personal data will not be transferred in any way to countries outside the EU.

The provision of personal data is essential for the carrying out of this this procedure and failure to provide it prevents participation in the procedure.

Personal data will be stored as long as necessary to fulfil the abovementioned purposes and anyway in compliance with legal obligations on the matter. In any case data will be stored for the time indicated by the current law and/or by the University regulations on managing and storage of documents issued by the University within its institutional activities.

The data subject shall exercise the rights referred to in article 15 et seq. of the GDPR at any time. In particular, data subjects have the following rights: access to his/her own personal data, rectification of his/her own personal and/or their integration; ; erasure of his/her own personal data; restriction of processing; object to processing of personal data concerning him or her when allowed.

This is without prejudice to the right to lodge a complaint with the Supervisory Authority in accordance with art. 77 of GDPR.

For further information please refer to this page: <https://www.unitn.it/en/ateneo/51105/privacy-and-data-protection>