



University of Gastronomic Sciences

Università degli Studi
di Scienze Gastronomiche

**UNIVERSITY FEE PAYMENT REGULATIONS
FOR ENROLLMENT IN THE TWO-YEAR GRADUATE DEGREE PROGRAM
2024/2025 Academic Year**

REFERENCE REGULATIONS

Excerpted from the University of Gastronomic Sciences Student and Program Enrollment Regulations

6.1 – Each year, prior to the start of the academic year, the Executive Committee determines, upon Faculty Council approval, the amount for the university fees for enrollment to the programs. The detailed regulations governing the payment procedures are defined in the Payment Regulations in effect for the corresponding academic year, published on the University's website.

6.2 – Students are only considered regularly enrolled following the payment of the total amount corresponding to the university fees owed.

(Omissis)

6.5 Students not up-to-date with the payment of university fees, and therefore not regularly enrolled, cannot carry out any career activities (sit exams, participate in study trips and in any other academic activities worth university credit), nor may they transfer to other structures or obtain certifications beyond those relative to the academic years in which students were up-to-date with payments.

**University Fee Payment Regulations - For enrollment in the two-year graduate degree program
2024/2025 Academic Year**

STUDENTS ENROLLED IN THE FIRST YEAR IN THE 2024/2025 ACADEMIC YEAR

AMOUNT

- **€14,000** per year

PAYMENT

- **Deposit: €2,000** payable within one week upon receiving notification of admission to the 2-Year Graduate Degree program.
 - a. In the event of non-payment of the deposit within the established deadline, candidates will be excluded from the ranking list of those to be enrolled and will have to repeat the entire admission process;
 - b. Admitted candidates who subsequently withdraw and do not enroll in the program are entitled to a refund of €1,000 upon the Registrar Office receiving written communication of their decision no later than August 31, 2024. This communication must contain the relevant bank details (IBAN) for receiving the partial refund;
Candidates are not entitled to any refund should written communication of withdrawal be received following the date indicated above.
 - c. Candidates who after having applied for a total fee exemption and, despite having all the requisites, are not be awarded one, are entitled to a refund of the full €2,000 deposit should they decide to withdraw and not enroll in the program.
Candidates who after having applied for a partial fee exemption and, despite having all the requisites, are not be awarded one, are entitled to a refund of €1,500, i.e. 75% of the deposit.

- **First installment: €7,000 by September 13, 2024**
- **Second installment: €5,000 by February 28, 2025**

Recipients of a **partial fee exemption of €7,000**, in addition to the deposit, payment installment must be made as follows:

- **One-time installment: €5,000 by September 13, 2024**

Recipients of a **partial fee exemption of €4,000**, in addition to the deposit, payment installment must be made as follows:

- **First installment: €5,000 by September 13, 2024**
- **Second installment: €3,000 by February 28, 2025**

**University Fee Payment Regulations - For enrollment in the two-year graduate degree program
2024/2025 Academic Year**

Recipients of a **fee reduction of €4,000 from the Community announcement for educational continuity**, reserved for students who have graduated or are about to graduate from UNISG with an Undergraduate Degree in Gastronomic Sciences, must make the following fee installment payments, in addition to the deposit:

- **First installment: €5,000 by September 13, 2024**
- **Second installment: €3,000 by February 28, 2025**

Recipients of a **fee reduction of €500**, reserved for students who attended UNISG Summer Schools, must make the following fee installment payments, in addition to the deposit:

- **First installment: €7,000 by September 13, 2024**
- **Second installment: €4,500 by February 28, 2025**

Recipients of the **total fee exemption worth €14,000** must not pay any university fees. Such candidates will be refunded the €2,000 deposit upon publication of the scholarship rankings online, and following the communication of relevant bank details (IBAN) for receiving the full refund being sent to amministrazione@unisg.it.

The partial fee exemptions and the Community announcement for educational continuity cannot be combined

STUDENTS ENROLLED IN THE SECOND YEAR IN THE 2024/2025 ACADEMIC YEAR:

AMOUNT

- **€10,200**

PAYMENT

- **First installment: €5,200 by September 13, 2024**
- **Second installment: €5,000 by February 28, 2025**

For recipients of a **partial fee exemption of €5,000**, payment installments must be made as follows:

- **One-time: €5,200 by September 13, 2024**

Recipients of the **total fee exemption worth €10,200** must not pay any university fees.

**University Fee Payment Regulations - For enrollment in the two-year graduate degree program
2024/2025 Academic Year**

If a student who has confirmed enrollment in the first or second year of the Graduate Degree Program decides, for any reason, to withdraw from the program, the student has the right to a partial refund of the fees already paid, only if such withdrawal is made within the first thirty or ninety days after the start date of the academic year, as indicated in the schedule outlined below:

Days of notice of withdrawal given by the student prior to the start of the academic year	% refund of the first installment of fees	% refund of the second and third installments of fees, <u>if already paid</u>
30 days	30%	100%
90 days	0%	80%

STUDENTS GRADUATING AFTER THE END OF YEAR II

Students who have not been awarded their degree by the last graduation session at the end of the second year of their studies and who intend to take exams or graduate at a later date are required to pay €2,000 for each academic year in which they remain actively enrolled.

PAYMENT EXTENSIONS

Requests for extensions for the payment of the deposit will not be accepted.

Excerpted from Student and Program Enrollment Regulations, Article 6.7: Any exceptions to the due dates set for the payment of the University fee installments must be requested in writing to the Administrative Director, using the form available on the University portal, no later than the due date of the fee installment; in any case, extension requests are allowed for a maximum term of 90 days from the expiry date of the fee and in any case no later than the start date for enrollment in the first exam session. The extension requests presented according to the above procedures will be evaluated by the Administrative Director with his/her irrevocable decision.

**University Fee Payment Regulations - For enrollment in the two-year graduate degree program
2024/2025 Academic Year**

PAYMENT METHOD

PAGO PA

To utilize the PagoPA service, students must access their personal portal online, selecting the "University Fee Payment Schedule" page under the "Registrar" section from the Menu. Commissions may be applied to the amounts due, depending on the payment method selected

BANK TRANSFER

Payments must be made by bank transfer to the account of UNIVERSITÀ DEGLI STUDI DI SCIENZE GASTRONOMICHE.

The following reference should be used to identify the payment: "Graduate Degree – 2024/2025 – **First and Last Name of the Student**".

The bank details are as follows:

UNICREDIT BANCA

C/C 000041352940
IBAN IT 48 V 02008 46041 000041352940
ACCOUNT NO. 000041352940
BIC/SWIFT UNCRITM1R34

BANCA INTESA SANPAOLO - FIL. MILANO

C/C 100000101172
IBAN IT 05 K 03069 09606 100000101172
ACCOUNT NO. 100000101172
BIC/SWIFT BCITITMM