



Università di Scienze
Gastronomiche di Pollenzo
University of Gastronomic Sciences of Pollenzo

UNIVERSITY FEE PAYMENT REGULATIONS

THREE-YEAR UNDERGRADUATE DEGREE PROGRAM

2025/2026 Academic Year

UNIVERSITY FEE PAYMENT REGULATIONS
FOR ENROLLMENT IN THE THREE-YEAR UNDERGRADUATE DEGREE PROGRAM
2025/2026 Academic Year

STUDENTS ENROLLED IN THE FIRST YEAR IN THE 2025/2026 ACADEMIC YEAR (ADMITTED IN THE FIRST AND/OR SECOND ADMISSION SESSION - MARCH AND/OR MAY 2025):

AMOUNT

- **€15,500** per year, for each of the three years of the Undergraduate Degree program.

PAYMENT

➤ **Deposit: €2,000**

Admitted students following the publication of results for each of the admission session must pay a deposit of **€2,000** within one week of the admissions results being published.

- a) If the deposit is not paid by the stated deadline, the candidate will be taken off the list of admitted candidates and will have to repeat the entire admissions process.
- b) Candidates who after having paid the deposit decide not to enroll are entitled to a refund of €1,000 only if they submit a written notification of their decision not to enroll to the Student Registrar Office by August 31, 2025. This communication must contain the student's bank details (IBAN) for payment of the refund.
Written notification of the decision not to enroll received later than the date indicated above does not entitle the candidate to receive any refund of the deposit.
- c) If a candidate pays the deposit but fails to graduate from secondary/high school, one of the requisites for admission to the first year of the Three-Year Undergraduate Degree program, the candidate is entitled to a full refund of the deposit.
- d) Candidates who submit an application for a total exemption from university fees and are not awarded an exemption despite meeting all the requirements, and who subsequently do not enroll in the undergraduate program, are entitled to a full refund of the €2,000 deposit.
- e) Candidates who submit an application for a partial exemption from university fees and are not awarded an exemption despite meeting all the requirements, and who subsequently do not enroll in the undergraduate program, are entitled to a refund of €1,500, i.e. 75% of the deposit.

➤ **First installment: €7,000 by September 19, 2025**

➤ **Second installment: €6,500 by February 27, 2026**

For recipients of a **partial university fee exemption of € 10,000**, in addition to the deposit, payment installment must be made as follows:

➤ **One-time installment: €3,500 by September 19, 2025**

For recipients of a **partial university fee exemption of € 5,000**, in addition to the deposit, payment installments must be made as follows:

➤ **First installment: €5,000 by September 19, 2025**

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- **Second installment: €3,500** by February 27, 2026

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 19, 2025
➤ **Second installment: €6,000** by February 27, 2026

Recipients of the **total university fee exemption of €15,500** do not need to pay any fees. The deposit of €2,000 will be refunded following the publication of the university fee exemption recipient rankings, following written communication of the student's bank details (IBAN) to amministrazione@unisg.it.

STUDENTS ENROLLED IN THE FIRST YEAR IN THE 2025/2026 ACADEMIC YEAR (ADMITTED FOLLOWING THE SEPTEMBER ADMISSION EXAM):

AMOUNT

- **€15,500** per year, for each of the three years of the Undergraduate Degree program.

PAYMENT

- **First installment: €9,000** by September 19, 2025
➤ **Second installment: €6,500** by February 27, 2026

For recipients of a **partial university fee exemption of € 10,000**:

- **One-time installment: €5,500** by September 19, 2025

For recipients of a **partial university fee exemption of € 5,000**:

- **First installment: €7,000** by September 19, 2025
➤ **Second installment: €3,500** by February 27, 2026

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: €9,000** by September 19, 2025
➤ **Second installment: €6,000** by February 27, 2026

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STUDENTS ENROLLED IN THE SECOND YEAR IN THE 2025/2026 ACADEMIC YEAR:

AMOUNT

- **€15,500** per year

PAYMENT

- **First installment: €9,000** by September 01, 2025
➤ **Second installment: €6,500** by February 27, 2026

For recipients of a **partial university fee exemption of € 10,000**, payment installment must be made as follows:

- **First installment: €3,000** by September 01, 2025
➤ **Second installment: €2,500** by February 27, 2026

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

- **First installment: €5,500** by September 01, 2025
➤ **Second installment: €5,000** by February 27, 2026

Recipients of the **total university fee exemption of €15,500** do not need to pay any fees.

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STUDENTS ENROLLED IN THE THIRD YEAR IN THE 2025/2026 ACADEMIC YEAR:

AMOUNT

- **€15,500** per year

PAYMENT

- **First installment: €9,000** by September 01, 2025
➤ **Second installment: €6,500** by February 27, 2026

For recipients of a **partial university fee exemption of € 10,000**, payment installment must be made as follows:

- **First installment: €3,000** by September 01, 2025
➤ **Second installment: €2,500** by February 27, 2026

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

- **First installment: €5,500** by September 01, 2025
➤ **Second installment: €5,000** by February 27, 2026

Recipients of the **total university fee exemption of €15,500** do not need to pay any fees.

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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 DI SCIENZE GASTRONOMICHE**.

The following reference should be used to identify the payment: "Undergraduate Degree – 2025/2026 – **Student's first and last name**".

The bank details are as follows:

UNICREDIT BANCA		BANCA INTESA SANPAOLO - FIL. MILANO	
C/C	000041352940	C/C	100000101172
IBAN	IT 48 V 02008 46041 000041352940	IBAN	IT 05 K 03069 09606 100000101172
ACCOUNT NO.	000041352940	ACCOUNT NO.	100000101172
BIC/SWIFT	UNCRITM1R34	BIC/SWIFT	BCITITMM

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PROGRAM WITHDRAWAL

If a student who has completed the enrollment for the first year of the Undergraduate Degree program or confirmed their enrollment for the second or third year of the program decides, for any reason, to withdraw their enrollment, they have the right to a partial refund of the fees already paid (the deposit worth 2,000€ excluded), as per the percentages in the following table:

Days of notice of withdrawal given by the student after start of academic year	% refund of the first installment of fees	% refund of the second installment of fees, <u>if already paid</u>
30 days	30%	100%
From 31st day and within the start date of the second semester	0%	80%

STUDENTS GRADUATING AFTER THE END OF YEAR III

Students who have not earned their degree by the special graduation session at the end of Year III of their studies, 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 - Excerpted from Student and Program Enrollment Regulations, Article 6.7.

6.7 – Any exceptions to the due dates set for the payment of the fee installments must be requested in writing from the Administrative Director (amministrazione@unisg.it), using the form available on the University portal (AMM, downloadable [here](#)), 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 no later than the start date for enrollment in the first exam session. Extension requests presented according to the above procedures will be evaluated by the Administrative Director, whose decision will be final.

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REFERENCE REGULATIONS -_Excerpted from the Student and Program Enrollment Regulations

6.1 – Each year, prior to the start of the academic year, after consulting the Academic Council, the Executive Committee determines 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 in the University following payment of the total amount of University fees owed.

(Omissis)

6.5 – Students not up to date with their tuition fee payments and therefore not regularly enrolled will be subject to a block of their academic career, in accordance with Art. 5.4 of the current regulations.