

# **UNIVERSITY FEE PAYMENT REGULATIONS**

## **FOR ENROLLMENT IN THE TWO-YEAR GRADUATE DEGREE PROGRAM**

**2025/2026 Academic Year**

## **STUDENTS ENROLLED IN THE FIRST YEAR IN THE 2025/2026 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 course.
  - 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, 2025. 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 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 19, 2025**
- **Second installment: €5,000** by **February 27, 2026**

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 19, 2025**

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 19, 2025**
- **Second installment: €3,000** by **February 27, 2026**

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Recipients of a **fee reduction of €4,000** 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: €7,000 by September 19, 2025**
- **Second installment: €1,000 by February 27, 2026**

 **Partial Fee exemption and fee reduction for UNISG students cannot be combined**

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: €4,500 by February 27, 2026**

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

**AMOUNT**

- **€14.000**

**PAYMENT**

- **First installment: €8,000 by September 1, 2025**
- **Second installment: €6,000 by February 27, 2026**

Recipients of the total fee exemption worth **€14,000** must not pay any university fees.

Recipients of a **partial fee exemption of €7,000** payment installment must be made as follows:

- **One-time installment: €7,000 by September 1, 2025**

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Recipients of a **partial fee exemption of €4,000**, payment installment must be made as follows:

- **First installment: €6,000 by September 1, 2025**
- **Second installment: €4,000 by February 27, 2026**

Recipients of a **fee reduction of €4,000** 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:

- **First installment: €8,000 by September 1, 2025**
- **Second installment: €2,000 by February 27, 2026**

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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 DEGLI STUDI DI SCIENZE GASTRONOMICHE.

The following reference should be used to identify the payment: "Graduate Degree – 2025/2026 – **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

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## **WITHDRAWAL**

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:

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

## **STUDENTS BEYOND THE REGULAR COURSE LENGTH**

Students who have not obtained their degree by the extraordinary graduation session of the Academic Year in which they attended the second year of the course, if they intend to take exams or graduate subsequently, are required to pay the sum of 2,000 euros for each academic year in which they intend to carry out academic activities.

## **PAYMENT EXTENSIONS - Excerpted from Student and Program Enrollment Regulations**

Art. 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 ([amministrazione@unisg.it](mailto:amministrazione@unisg.it)), using the form available [here](#) 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. A request for an extension of the deposit of the fee is not allowed.

## **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.