

INCOME BRACKET ASSIGNMENT GUIDE

**Undergraduate
A.Y. 2025/2026**

This guide is applicable to all students who have both parents living in European Union Countries and producing income in European Union Countries for the last 3 years (see section at the end of the document for the list of Countries).

In order to enable students to identify the financial resources required to complete qualifications at NABA, a system of fees, contributions and financial reductions has been drawn up and is detailed below.

The necessary financial investment required to complete degree programs at NABA amounts to € 21.300 per year for students assigned to the 6th income bracket. This amount reduces for students assigned to the five facilitated brackets, which are determined with the economic and financial status of a student's family.

NABA will assign students to one of the above-mentioned brackets according to the methods of assessment established by the Academy.

The assignment will be confirmed once the Academy has carried out all necessary investigations to verify the correctness and completeness of the information and documents provided.

Income brackets are determined for the first year of matriculation at NABA which can either be the 1st year of the program or 2nd or 3rd year for students transferring from other Academies/Universities.

For the academic years following the first matriculation at NABA, **income brackets are to be reconfirmed annually** by submitting the fiscal documentation by **30 November** of each year.

Income Brackets Assignment

In order to be assigned to an income bracket, students are required to submit in full the necessary documentation and information upon enrollment, not later than **31 August 2025**.

N.B. Students will automatically be assigned to the highest income bracket if any documentation is missing or if seriously or substantially incomplete documentation and information is not submitted by the prescribed deadlines.

Students who declare to fall within the 6th income bracket are not required to submit the documentation necessary to obtain reduction but may apply for fee reductions when siblings or spouses are enrolled at the same time at NABA or where there are more than 2 financially dependent children.

The documentation is to be submitted to the attention of the Student Administration Office by mail to tuitionfees@naba.it in PDF format only.

Please follow instructions carefully to ensure that the correct documents are submitted and that all documents are completed in full.

Income brackets details and documentation

Please refer to the following in order to identify the appropriate income bracket:

Index:

- a) **Specifications concerning family unit**
- b) **Documentation needed**
- c) **Fee reductions** related to the family unit

(a) Specifications concerning family unit

The following are deemed to be part of the conventional family unit:

- the student
- all individuals specified on the student's Certificate of Nuclear Family Composition, including any individual who is not related by consanguinity.
- the student's parents, even if legally separated or divorced or not married.

The cumulated income and assets of both parents will be taken into consideration when determining the correct income bracket.

Financially independent students - Students may declare themselves to be "financially independent from their family of origin" if both of the following requirements are met:

- official registers show that the student's usual residence has been different to that of the family of origin and relatives' home for at least two years prior to the date of submission of the application and that usual residence is not a property owned by a member of the family of origin;
- the student's income, declared in the last two years, is not less than €12,000.00 per year (excluding incomes that may be linked to a subordinate work in a company owned by a family member and / or property rental, scholarships, student loans)

Students who fail to fulfill the requirements to be classified as "financially independent students", are requested to submit documentation concerning both their income and assets and those of their family of origin.

(b) Documentation required for the assignment of income brackets

DEADLINES

Any required documentation to determine income brackets is to be submitted in full, with regard to academic year 2025/26, by August 31st, 2025.

Upon completion of the assessment of the submitted documentation and, in the event of inconsistency between the declared information and that ascertained by the Academy, students will be notified of the assigned income bracket by email.

All students whose family unit produces income and has assets in Countries different from Italy must submit the required documentation in original language and translated into Italian and then legalized (documents can be legalized by the Italian Diplomatic Authority located in the country where students reside).

LIST OF DOCUMENTS TO BE SUBMITTED - Tax year of reference: 2023 calendar year

- Original copy of the Certificate of Nuclear Family Composition relevant to the student's family unit (normally issued by the General Register Office and attesting the identity of family members and their address of residence)
- **Integrative statement of family income (Annex 1)** which shall be signed in order to allow the processing of the data contained therein and duly completed in full with particular reference to real estate market value, company investments and percentage of involvement, incomes that are tax exempt and any income that, as a result of its nature, is not included in the income tax return forms (documentation relating to the same is to be submitted)
- **Tax return:** photocopy of the fully completed official income and property tax declaration (Income tax return) of all members of the original and de facto family.
Documents attesting pension and employment income must be provided by the Ministry of Finance or by the Financial Administration of the student's country of origin. If the official income tax return is not available, it is necessary to present a certificate issued by the Revenue Offices attesting to the absence and specifying the above-mentioned fiscal year.
- Real Estate owned by Family members, indicating the market value of those Real Estates, and built areas insquare meters. These details are required for every family member per each Real Estate.
All real estates are valued at 10% of the market price. Only for the principal House with a mortgage, the value is 5% of the market price. It is required to enclose the mortgage agreement.
- Photocopies of statements released by banks by 31-12-2023 including:
 - bank accounts balance
 - stocks, shares and/or stakes in funds
 - capitalization insurance policies
 - self-declaration (Annex 3) to be submitted only in case either of the above-mentioned financial documents are not held.*All moveable assets are valued at 5%*
- Annex 2 - Economic, Financial and Property Situation Summary Form

Please note: the Academy will check the submitted documentation, verifying that the included information is complete. If checks reveal that the content in declarations made are untrue, the Academy will be forced to take necessary action.

Please retain a copy of all the submitted documentation

(c) Fee Reduction

Individual fee reductions cannot be combined with other reductions or with any total or partial exemptions offered by NABA.

If a student is eligible for more than one reduction, the most favorable will be taken into consideration, unless indicated otherwise by the student. Here below facilitation:

- **When two siblings or spouses enrolled at the same time at NABA three-year BA, two-year MA or Academic Master courses** the first student enrolling to the Academy will benefit from a 10% reduction. Reduction is calculated on the total yearly fee (regional tax and enrolment fee excluded) but are deducted from the second installment.
The 10% reduction cannot be applied retroactively.
- **Relatives of NABA employees - 20% discount (within 1st degree of kinship)**
Reduction is calculated on the total yearly fee (regional tax and matriculation fee excluded) but is deducted from the second installment.
- **For families with more than two children who are fully financially dependent on their parents** (at 100%), Euro 6,000.00 will be deducted from income/asset calculations for each child from the 3rd child onwards.

Income brackets

Income bracket evaluation is commensurate with the economic, financial and real estate situation of the student's family.

THE FOLLOWING TABLE REFERS TO ACADEMIC YEAR 2025/26

Family residence in EU and EFTA* COUNTRIES - BA in Italian and English fiscal

Deadlines	Euros	Amounts	
Sixth Income Bracket: over 150.000 Euros - Total per year € 21.300,00			
20 days after the admission letter	€ 5.000,00	€ 4.860,00	Enrolment fee
		€ 140,00	Regional Tax
1 September 2025	€ 8.150,00	€ 500,00	Academic contribution fee
		€ 7.650,00	Tuition fee
10 January 2026	€ 8.150,00	€ 500,00	Academic contribution fee
		€ 7.650,00	Tuition fee
Fifth Income Bracket: 130.000 to 150.000 Euros - Total per year € 19.300,00			
20 days after the admission letter	€ 5.000,00	€ 4.860,00	Enrolment fee
		€ 140,00	Regional Tax
1 September 2025	€ 7.150,00	€ 500,00	Academic contribution fee
		€ 6.650,00	Tuition fee
10 January 2026	€ 7.150,00	€ 500,00	Academic contribution fee
		€ 6.650,00	Tuition fee
Fourth Income Bracket: 100.000 to 130.000 Euros - Total per year € 15.500,00			
20 days after the admission letter	€ 5.000,00	€ 4.860,00	Enrolment fee
		€ 140,00	Regional Tax
1 September 2025	€ 5.250,00	€ 500,00	Academic contribution fee
		€ 4.750,00	Tuition fee
10 January 2026	€ 5.250,00	€ 500,00	Academic contribution fee
		€ 4.750,00	Tuition fee
Third Income Bracket: 70.000 to 100.000 Euros - Total per year € 12.950,00			
20 days after the admission letter	€ 5.000,00	€ 4.860,00	Enrolment fee
		€ 140,00	Regional Tax
1 September 2025	€ 3.975,00	€ 500,00	Academic contribution fee
		€ 3.475,00	Tuition fee
10 January 2026	€ 3.975,00	€ 500,00	Academic contribution fee
		€ 3.475,00	Tuition fee
Second Income Bracket: 45.000 Euro to 70.000 Euros - Total per year € 10.350,00			
20 days after the admission letter	€ 5.000,00	€ 4.860,00	Enrolment fee
		€ 140,00	Regional Tax
1 September 2025	€ 2.675,00	€ 500,00	Academic contribution fee
		€ 2.175,00	Tuition fee
10 January 2026	€ 2.675,00	€ 500,00	Academic contribution fee
		€ 2.175,00	Tuition fee
First Income Bracket: 0 to 45.000 Euros - Total per year € 8.350,00			
20 days after the admission letter	€ 5.000,00	€ 4.860,00	Enrolment fee
		€ 140,00	Regional Tax
1 September 2025	€ 1.675,00	€ 500,00	Academic contribution fee
		€ 1.175,00	Tuition fee
10 January 2026	€ 1.675,00	€ 500,00	Academic contribution fee
		€ 1.175,00	Tuition fee

Family fiscal residence NOT IN EU and EFTA countries - BA in Italian and English

Deadlines	Euros	Amounts	
Total per year € 21.600,00			
20 days after the admission letter	€ 5.000,00	€ 4.860,00	Enrolment fee
		€ 140,00	Regional Tax
05 July 2025	€ 16.600	€ 1.000,00	Academic contribution fee
		€ 15.600,00	Tuition fee

LIST OF EUROPEAN UNION COUNTRIES

Austria, Belgium, Bulgaria, Croatia, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden.

LIST OF EFTA COUNTRIES

Iceland, Liechtenstein, Norway, Switzerland.

ATTACHMENTS

Annex 1: Integrative statement of family income

Annex 2: Economic, Financial and Property Situation Summary Form

Annex 3: Self-declaration