Translation of “Nota dipendenti conferma settimane”

To whom it may concern

Subject: request of contribution for summer schools – summer 2022

With reference to your request of contribution for summer schools, we inform you that, based on the ISEE submitted, contributions will be granted for all the weeks requested.

Please fill in the attached form in its entirety and send it to centriestivi@sissa.it no later than 6th June 2022 at noon.

After the publication of the decree of contribution, we’ll notify you of the amount paid by SISSA.

It is up to the parents to notify the summer schools of the amount of the contribution, so as to enable them to proceed with invoicing.

SISSA will make the payment upon presentation of the receipt/invoice issued by the summer schools after the child’s attendance. This document must be payable to the parent and it has to include the following text “sum to be paid by SISSA as per the agreement stipulated prot.n……” (https://www.sissa.it/servizi-informazioni-personale/centri-estivi).

If the contribution is lower than the rate, the summer schools will issue two receipts/invoices to the parent (one with the amount charged to SISSA and another with the amount to be paid by parents).

The summer schools will deliver the receipts/invoices in printed form or by email after the child’s attendance. It’s up to the parent to deliver the document for SISSA to our accounting office, that will make the payment after the child’s attendance.

Best regards.

THE SECRETARY GENERAL
dott. Marco Rucci
(Italian version signed digitally)

Att: confirmation form