



POLITECNICO
MILANO 1863

EDUCATION DIVISION

Decree Index no. 8103/2020
Ref. no. 172.188
Date 17.11.2020
Title III Class 14
UOR SINTMO

The Head

- **HAVING REGARD TO** the Erasmus institutional agreements existing or being defined between Politecnico di Milano and its partner universities, aimed at giving its students the opportunity to spend a period of study abroad recognised by the University;
- **HAVING REGARD TO** the inter-university agreements existing or being defined between Politecnico di Milano and its non-European partner universities, aimed at giving its students the opportunity to spend a period of study abroad recognised by the University;
- **HAVING REGARD TO** the inter-university agreements existing between Politecnico di Milano and its European and non-European partner universities aimed at giving its students the opportunity to spend a period of study abroad recognised by the University and aimed at achieving the Double Degree;
- **PENDING** the assignment of the Erasmus Charter for Higher Education 2021-2027 by the European Commission;
- **PENDING** the approval of the new Erasmus Programme 2021-2027 by the European Council;
- **HAVING REGARD TO** the “Guidelines for the management of international student mobility” approved by the Academic Senate of 16.11.2020;
- **HAVING REGARD TO** the Academic Senate’s resolution of 16.11.2020;

HEREBY DECREES

the issuance of the **First call for participation in International Mobility programmes (Double Degree and Short-Term Mobility) for the academic year 2021/2022 – edition for the School of Design.**

The entire text, attached to this decree, constitutes an integral part thereof.

Milan,

The Head
Dr Assunta Marrese

Digitally signed in accordance with the Digital Administration Code – Italian Legislative Decree 82/2005 as amended and supplemented, Art. 21, par.1.2



POLITECNICO
MILANO 1863

First Call for
applications to

participation
in International Mobility
Programmes
for the academic year
2021/2022

Edition
School of Design



TABLE OF CONTENTS

1. GENERAL INFORMATION	page 3
1.1 RIGHTS AND DUTIES OF THE MOBILITY STUDENT	page 4
1.2 MOBILITY PROGRAMMES	page 5
1.2.1 DOUBLE DEGREE INTERNATIONAL MOBILITY	
1.2.2 SHORT-TERM INTERNATIONAL MOBILITY	
SPECIAL SHORT-TERM INTERNATIONAL MOBILITY PROJECTS	
2. CHOICE OF INSTITUTIONS FOR WHICH TO APPLY	page 7
3. SUBMISSION OF APPLICATION	page 8
4. ASSESSMENT OF APPLICANTS: THE GRADE	page 9
5. SELECTION METHODS AND RANKINGS	page 10
DOUBLE DEGREE INTERNATIONAL MOBILITY	page 11
5.1 SELECTIONS FOR DOUBLE DEGREE INTERNATIONAL MOBILITY	
5.2 RANKINGS FOR DOUBLE DEGREE INTERNATIONAL MOBILITY	
SHORT-TERM INTERNATIONAL MOBILITY	page 13
5.3 SELECTIONS FOR SHORT-TERM INTERNATIONAL MOBILITY	
5.4 RANKINGS FOR SHORT-TERM INTERNATIONAL MOBILITY	
6. PROCEDURES FOR SELECTED AND CONFIRMED STUDENTS	page 15
7. RE-ASSIGNMENT REQUESTS	page 15
8. CONTRIBUTIONS	page 16
8.1 INTERNATIONAL MOBILITY AS PART OF THE ERASMUS PROGRAMME	
8.2 NON-ERASMUS INTERNATIONAL MOBILITY	
9. INSURANCE COVER	page 17
10. PRIVACY POLICY	page 17
11. HEAD OF THE PROCEDURE	page 17

► **dd Double Degree International Mobility**

► **stm Short-Term International Mobility**



POLITECNICO
MILANO 1863



1. GENERAL INFORMATION

Politecnico di Milano offers its students the opportunity to participate in International Mobility programmes, based upon **agreements** signed with numerous partner Institutions.

The opportunities offered concern:

- Erasmus mobility for study and/or thesis research purposes ¹;
- Non-European mobility for study and/or thesis research purposes ²;
- Double Degree Mobility both with European partner universities part of the Erasmus programme, and with partner universities of non-European countries.

The mobility opportunities for the a.y. 2021/2022 will be called twice during the current academic year:

- with this Call, all mobility opportunities available for the a.y. 2021/2022 will be called, whether they are short-term mobility, to be carried out in the first or second semester, or Double Degree mobility.
- The second Call will be published in April 2021. It will call all mobility opportunities still available for the a.y. 2021/2022, in line with the internal organisational timescales of the partner institutions, whether short-term mobility or Double Degree mobility, and any new mobility opportunities whose agreement has been signed in the meantime.

This Call is aimed at all Design School students enrolled on:

- Laurea (equivalent to Bachelor of Science) programmes
- Master's degree programmes
- single programmes

¹ The following European Community countries participate in the Erasmus programme: Austria, Belgium, Bulgaria, Cyprus, Croatia, Denmark, Estonia, Finland, France, Germany, Greece, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Czech Republic, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Hungary and the countries of the European Economic Area: Iceland, Liechtenstein and Norway, the candidate countries for membership (Turkey and the former Yugoslav Republic of Macedonia). The United Kingdom's participation is subject to what is defined for the new Erasmus seven year period 2021/2027.

² All mobility opportunities to be carried out in countries not included in point 1 above are considered non-European mobility opportunities. Mobility to Switzerland is considered non-European mobility.



POLITECNICO
MILANO 1863

At the end of the First Call selections, the applicants may be:

- **Unsuitable**
- **Suitable** but not selected due to lack of available places
- **Confirmed**: selected students, who have confirmed the mobility
- **Renouncing**: selected students who have rejected the mobility or have not given a response to the assignment in the timescales envisaged by this Call

Upon the opening of the second Call, the following persons **CANNOT** apply for the Double Degree:

- Students who confirmed a Double Degree Mobility with the first Call
- Students who confirmed a Short-term Mobility with the first Call
- Students selected for a Double Degree Mobility who rejected the mobility, or did not respond to the assignment

Upon the opening of the second Call, the following persons **CANNOT** apply for the Short-term Mobility:

- Students who confirmed a Short-term Mobility with the first Call
- Students who confirmed a Double Degree Mobility with the first Call
- Students selected for a Short-term Mobility who rejected the mobility, or did not respond to the assignment

1.1 RIGHTS AND DUTIES OF THE MOBILITY STUDENT

Based upon institutional agreements signed between Politecnico di Milano and the partner Universities, valid for the a.y. 2021/2022, the international mobility student will have the right to:

- attend programmes and take examinations at the partner institution;
- access the services offered to students duly enrolled at the partner institution without the obligation to pay registration fees;
- receive full academic recognition for the activities agreed and completed satisfactorily during the mobility period.

To participate in International Mobility for study, students must:

1. upon departure, be enrolled at least to the second year of a three-year Laurea (equivalent to Bachelor of Science) programme at Politecnico di Milano, or be in the condition of "students approaching conclusion of their studies" (see Art. 11 of the Regulation on student contribution);
2. enrol for the a.y. 2021/2022, if required, by the set deadlines;
3. duly pay the student contribution due for the a.y. 2021/2022 to Politecnico di Milano. Students are exonerated from paying tuition fees to the host university. However, the host university may request the payment of a small sum to cover insurance costs, student union membership or the use of various materials (photocopies, laboratory products, etc.) applying treatment identical to that of local students;



POLITECNICO
MILANO 1863

4. sign before departure and respect the Mobility Agreement that regulates the relationship between the student and Politecnico di Milano during the stay abroad, and deliver all requested documentation;
5. respect the regulations and the academic calendar of the host university;
6. carry out the activities agreed with the host university, taking the set examinations.

1.2 MOBILITY PROGRAMMES



1.2.1 DOUBLE DEGREE INTERNATIONAL MOBILITY

The Double Degree programmes allow Politecnico di Milano students to spend a period of study abroad, attending programmes aimed at achieving the Italian qualification and the foreign qualification of the same level.

The participation conditions vary depending on the agreement with the partner institution, the year of attendance and the necessary academic requirements. In the majority of cases, those programmes involve:

- attendance from 1 to 2 academic years at a partner University
- achievement of a maximum of 120 ECTS credits (equivalent to CFU credits) of which a maximum 60 recognised by Politecnico di Milano
- the taking of a minimum of 60 ECTS credits at Politecnico di Milano
- the discussion of the Laurea (equivalent to Bachelor of Science) thesis at Politecnico di Milano and at the partner University, where required.

It is specified that the duration of the mobility and the number of places available are subject to the agreement with the partner institution.

For further details on the characteristics of each agreement, see the "Map of partner institutions and international mobility agreements" available at the link <https://www.polimi.it/servizi-e-opportunita/studiare-allestero/mappa-delle-sedi-partner-e-accordi-di-mobilita/>, which details the following

- the average requirements (to be considered as the total weighted average, namely the weighted average of the whole university career)
- the requirements for the year of application,
- the double degree mobility scheme,
- the available places and the programmes that have access to them,
- references to the link of the partner institution and the part focusing on exchange students.

The minimum requirements may be checked again by the host institution at the time of application and admission to the courses.



POLITECNICO
MILANO 1863

► **stm** 1.2.2 SHORT-TERM INTERNATIONAL MOBILITY

International Mobility Programmes of short-term duration allow Politecnico di Milano students to spend a period studying abroad, attending programmes aimed at achieving credits that will be recognised in their academic career.

The duration of the short-term Mobility and **the number of places available are subject to the agreement with the partner institution**. In any case, the duration of the mobility may not be less than **3 months** or more than **12 months**.

The Erasmus mobility must take place between 1 June 2021 and 30 September 2022.

The mobility in the non-European area may take place between 1 June 2021 and 31 December 2022 and may not start after 3 June 2022.

Attention! The rule of the first semester of the Master's degree

Students who, when applying, are enrolled on the third year of a three-year Laurea (equivalent to Bachelor of Science) programme or on single programmes and who enrol on a Master's degree programme in the second semester of a.y. 2020/21 may carry out the mobility both in the first and the second semester of a.y. 2021/2022.

Students who, when applying, are enrolled on the third year of a three-year Laurea (equivalent to Bachelor of Science) programme or on single programmes and who enrol on a Master's degree programme in the first semester of a.y. 2021/2022 may carry out the international mobility only in the second semester of the same year.

Students who, when applying, are enrolled on the third year of a three-year Laurea (equivalent to Bachelor of Science) programme and who enrol on a Master's degree programme in the second semester of a.y. 2021/2022, may not carry out the international mobility in the semester of enrolment.

Students who, when applying, are enrolled on the third year of a three-year Laurea (equivalent to Bachelor of Science) programme and who do not graduate in time to enrol on a Master's degree programme during the a.y. 2021/2022 may carry out the international mobility both in the first and the second semester of the same year and for as long as they are enrolled on a three-year Laurea (equivalent to Bachelor of Science) programme.

SPECIAL SHORT-TERM INTERNATIONAL MOBILITY PROJECTS

MEDes

Students will have the opportunity to apply, where envisaged, and exclusively with this Call, for the **MEDes Project**. Applicants must express that choice as their first preference; otherwise, it cannot be taken into consideration. The Promoter of the MEDes agreement may fix individual meetings with the applicants, during which they will be able to express the order of preference of the MEDes institutions. The final destination institution will be decided during the Board Meeting in March 2021, at which the selected students will be asked to participate. For further information on the MEDes Project, see the link: <https://www.design.polimi.it/en/international-area/exchange/medes>



POLITECNICO
MILANO 1863



2. CHOICE OF INSTITUTIONS FOR WHICH TO APPLY

In order for the application to be valid and effective, the student must:

- consult the list of partner universities of his/her Programme, available at the item Internationalisation a.y. 2021/2022 of the Degree programme.
- Consult the "Map of partner institutions and international agreements" which details, for each agreement, any requirements and the mobility scheme, the places available and the study programmes that have access to them, as well as the references to the link of the partner institution and the part focusing on exchange students.
- Check on the websites of the partner institutions the offer and the academic calendar, the language requirements, the deadlines for submitting the application, etc.
- Check the additional requirements indicated in the Educational Rules of his/her Programme (see Art. 12 of the Rules) available on the University's website, and/or other info/regulations published on the School and/or the Study Programme websites.

NB: Students not having Italian citizenship may not ask to carry out a period of study abroad in the country/countries of citizenship or in the country of academic origin.

NB: The actual performance of the mobility is in any case subject to acceptance of the selected student by the partner institution, which may always establish restrictions and limitations on that mobility.

Some mobility periods offered may only be confirmed after the final renewal of the agreements still being negotiated.

It is also emphasised that the training offer of the partner Universities may undergo changes that prevent the proposed exchange from taking place.

Attention! Many partner institutions request, among the requirements for admission to the exchange, knowledge of a language certified by official certificates. It is the student applicant's responsibility to check on the website of the partner institution the existence of any conditions for the exchange, and to prepare the necessary documentation to prove the necessary linguistic skills by the deadlines fixed by the partner institution.



POLITECNICO
MILANO 1863



3. SUBMISSION OF APPLICATION

3.1 HOW TO SUBMIT AN APPLICATION

Students interested in applying for a Double Degree Mobility and/or a Short-term Mobility study programme must complete the application online using the “International Mobility for Study” app, available in the personalised Online Services **from 17 November 2020 to 8 January 2021 (at 12pm - midday)**. **The closing date for applications is mandatory: no application may be modified or completed beyond 8 January at midday.**

If the student wishes to apply for both the Double Degree mobility and the Short-term Mobility, he/she must complete two separate applications online.

Students who submit two applications must attach just one portfolio and two different profiles in reference to the first preference expressed in each application.

The requested annexes should be uploaded online in PDF format according to the specifications indicated below:

- Portfolio – maximum size 10 MB, with images of maximum size 300 dpi
- Profile: Curriculum vitae and motivation letter in English – maximum size 2 MB. The motivation letter must refer to the first preference expressed by the applicant.

When applying for the Double Degree International Mobility, the student may select a maximum of 3 preferences.

When applying for the Short International Mobility, the student may select a maximum of 6 preferences.

For each of the selected institutions, the student will be able to see, when applying, the number of places available for the Call a.y. 2021/2022, and the number of preferences expressed by applicants for the Call a.y. 2020/2021 where available.

NB: students who have achieved the Laurea (equivalent to Bachelor of Science, or equivalent qualification) in an Italian university other than Politecnico di Milano must self-certify, in the specific section of the online application, the weighted average of exams taken, the maximum value of which amounts to 30, and the absolute first year of enrolment (the first year of enrolment on any first level Laurea programme, even if different from that for which the qualification was achieved). The total credits obtained in the first cycle will in any case be considered to amount to 180. Those students must also self-certify any participation in study mobility programmes, of the minimum duration of 3 months, carried out during the previous university study programme.

Any self-certified data not compliant with what is required will see the applicant excluded from the selection process. If, after checks are performed, the self-certified data is found to be false or untrue, the applicant will forfeit the benefits obtained based upon the untrue declaration, in accordance with Art. 75 of Italian Presidential Decree 445/2000.

Students who, when applying, are enrolled on the third year of a three-year Laurea (equivalent to Bachelor of Science) programme or on single programmes, will be asked to **indicate the course of study programme that they wish to attend in the a.y. 2021/2022**. The



selection will be made based upon what is declared by the student in the application phase. If the programme to which the student actually enrolls differs from that indicated in the application, the mobility may not take place.

Students who have not uploaded the portfolio and profile and/or have not expressed at least one preference will be considered not assessable and, as a result, will be excluded from the selections.



4. ASSESSMENT OF APPLICANTS: THE GRADE

The student's academic career is assessed by applying the function known as **grade formula**. The value generated by the formula, the **grade**, considers the total weighted average, namely the weighted average of the whole university career, ECTS and academic career time. With the same weighted average and ECTS, the formula thus gives the best possibilities to students who have achieved the same results in shorter timescales.

The grade is calculated automatically, during the selection phase, with the student's career details at 31 December 2020.

The grade is calculated as follows:

$$Media\ totale + 0.1 \left(\frac{CFU_{1^{livello}} + CFU_{2^{livello}}}{Anni\ di\ immatricolazione\ totali - 1} - 30 \right)$$

where

$$Media\ totale = \frac{CFU_{1^{livello}} \cdot Media_{1^{livello}} + CFU_{2^{livello}} \cdot Media_{2^{livello}}}{CFU_{1^{livello}} + CFU_{2^{livello}}}$$

"Total enrolment years" means all years spent from the absolute first enrolment on any Laurea (equivalent to Bachelor of Science) programme, even if different from that for which the qualification was achieved. Therefore, the years of any suspension of studies are also included.

The applicant for a short-term Mobility to whom the following aspects apply will benefit from a bonus of 3 points on the grade value:

- he/she has never carried out an international study mobility at a foreign partner university, virtually or in person, with Politecnico di Milano or with another Italian university;
- he/she has rejected by midday on 01 February 2021 the international mobility to be carried out in the second semester of a.y. 2020/2021, by accessing the online services "International Mobility for Study" and clicking on "my mobilities" (top left) and on the specific button REJECT.

In any case, the three-year qualification achieved at foreign universities is considered to be an international mobility.

The applicant for a Double Degree Mobility will in any case benefit from a bonus of 3 points on the grade value, limited to the Double Degree application, irrespective of whether or not he/she has performed a previous mobility.



POLITECNICO
MILANO 1863

The grade can therefore reach a maximum value of 33 points + 3 bonus points.

For students with equal grade, priority will be given in the ranking to the student with the highest average. If the grades are still equal, priority will be given to the youngest student.

For the purposes of calculating the grade of students with Laurea (equivalent to Bachelor of Science, or equivalent qualification) achieved at an Italian university other than Politecnico di Milano, and for the purposes of the possible assignment of 3 bonus points, the self-certified data provided in the application phase will be used, considering a number of total credits of 180.

Applicants in possession of a non-Italian qualification enrolled on the first year of a Master's degree programme will be assigned a value based upon the average obtained in the University of origin reported on a scale of thirty-thirds.

For applicants in possession of a non-Italian academic qualification enrolled on a year after the first of a Master's degree programme, the grade will be calculated, for the part referring to the first level, considering the average obtained in the University of origin reported on a scale of thirtieths, a number of total credits of 180 and a total first level time of 3 years. For the part relating to the second level, the data present in the career at 31.12.2020 will be considered.

The grade formula is not applicable to applicants enrolled on the first year of a three-year Laurea (equivalent to Bachelor of Science) programme; they will therefore be inserted in the ranking based upon a grade calculated on the score obtained at the entry test reported in thirty-thirds.



5. SELECTION METHODS and RANKINGS

Only one mobility may be assigned to each selected applicant, to be carried out exclusively in the a.y. 2021/2022.

Firstly, the assessments and selections of applicants for the Double Degree International Mobility will be conducted; only at the closure of the latter selection ranking for the Double Degree International Mobility opportunities will the assessment and selection of the applicants for the short-term International Mobility opportunities take place.

If a student has applied for both the Double Degree International Mobility and for the Short-term International Mobility, he/she will not be assessed for the latter if the assignment of a Double Degree mobility has been confirmed.

All students selected for a Double Degree International Mobility, who reject the same or do not respond to the assignment by the deadlines envisaged by this Call, may not apply for the Double Degree Mobility with the Second Call, being published in April 2021.

All students selected for a short-term International Mobility, who reject the same or do not respond to the assignment by the deadlines envisaged by this Call, may not apply for the Short-term International Mobility with the second Call, being published in April 2021.



POLITECNICO
MILANO 1863

► dd **DOUBLE DEGREE INTERNATIONAL MOBILITY**

5.1 SELECTIONS FOR DOUBLE DEGREE INTERNATIONAL MOBILITY

Applicants will be assessed by the Promoter of the first preference expressed, based upon a score consisting of:

- Grade (max 33 points), + 3 bonus points (see Art. 4)
- Portfolio (max 10 points)
- Profile (max 10 points).
- Suitability for first preference expressed (from 0 to 3 points)
- Mandatory interview, even virtually (max 10 points). Any failure to undergo the interview results in the applicant's unsuitability for the Double Degree mobility and, as a consequence, the exclusion from the rankings. The dates of the interviews will be published online, at the Call page, by 18 December 2020. The methods and timescales will, on the other hand, be communicated to the direct interested parties before the indicated dates.

The total score of the applicants may therefore reach the maximum value of 69 points, for only the first preference.

For all the preferences after the first, the maximum score that can be achieved by each applicant is 66 points.

The student will therefore have a score with which to compete for his/her first preference. The score with which he/she will compete, possibly, in the other preferences expressed will not take account of the assessment of suitability received (between 0 and 3 points) on the first preference.

If the Promoter of the first preference is unable to proceed, the assessment of the portfolio, the profile and the suitability of the first preference expressed will be carried out by a Commission specifically appointed by the School. That Committee will hold the interview with the student.

The Promoters of the first preferences expressed, or the Commission, will also have the opportunity to indicate the unsuitability of the applicant for mobility. In that case, the applicant will automatically be excluded from the Double Degree international mobility ranking.

In addition, all Promoters, limited to their institutions, may render the applicant unsuitable on the individual preferences expressed.



5.2 RANKINGS FOR DOUBLE DEGREE INTERNATIONAL MOBILITY

The rankings will be published, for all programmes, according to the following Schedule:

Publication of first ranking	29 January 2021
Acceptance by student	from 29 January to 2 February 2021, by midday
Publication of second ranking	8 February 2021
Acceptance by student	from 8 to 11 February 2020, by midday

Each applicant must view the outcome of the application via the "International Mobility for Study" app, in the aforementioned windows for the acceptances of the assigned institutions.

The selected student must in any case express his/her decision (accept the assigned institution, reject it or possibly await a later ranking, if allowed by the assigned preference) by clicking on the link "what do you want to do?" active at the side of the partner institution's name for which he/she has been selected (highlighted in green).

If the selected student rejects the option or does not express a decision in the acceptance phase referring to the ranking in which he/she is selected, he/she will be automatically excluded from the subsequent selection phases and from the Double Degree International Mobility for the a.y. 2021/2022.

The communication of the present Call and the deadlines relating to the selection process contained therein has the value of notification to the applicants. The International Mobility Unit will not send personal communications to the interested parties.

First ranking

STUDENTS SELECTED FOR ONE OF THE FIRST 2 PREFERENCES:

The student selected for any one of the first 2 preferences must accept or reject the assigned institution.

STUDENTS SELECTED FOR THE 3RD PREFERENCE:

The student selected for the 3rd preference may:

- accept the assigned institution, which is thus confirmed on a final basis.
- reject the assigned institution and, as a consequence, waive the Double Degree mobility for the a.y. 2021/2022.
- ask to wait for the second ranking, in which he/she may be selected for a better preference, or, if this is not possible, be positioned once again in the preference already assigned with the first ranking.



POLITECNICO
MILANO 1863

Second ranking

With the publication of the second and final ranking, the student selected for any one of the preferences expressed must accept or reject the assigned institution.

► **stm SHORT-TERM INTERNATIONAL MOBILITY**

5.3 SELECTIONS FOR SHORT-TERM INTERNATIONAL MOBILITY

All students who have confirmed a Double Degree International Mobility will be excluded from the selection process for the Short-term International Mobility.

The selection process will firstly involve a citizenship and academic origin check, in line with what is indicated above (see Art.2).

Applicants will be assessed by the Promoter of the first preference expressed, based upon a score consisting of:

- Grade (max 33 points), + 3 bonus points (see Art. 4)
- Portfolio (max 10 points)
- Profile (max 10 points).
- Suitability for first preference expressed (from 0 to 3 points)

The total score of the applicants may therefore reach the maximum value of 59 points, for only the first preference.

For all the preferences after the first, the maximum score that can be achieved by each applicant is 56 points.

The student will therefore have a score with which to compete for his/her first preference. The score with which he/she will compete, possibly, in the other preferences expressed will not take account of the assessment of suitability received (between 0 and 3 points) on the first preference.

If the Promoter of the first preference is unable to proceed, the assessment of the portfolio, the profile and the suitability of the first preference expressed will be carried out by a Commission specifically appointed by the School.

The Promoters of the first preferences expressed, or the Commission, will also have the opportunity to indicate the unsuitability of the applicant for mobility. In that case, the applicant will automatically be excluded from the Double Degree international mobility ranking.

In addition, all Promoters, limited to their institutions, may render the applicant unsuitable on the individual preferences expressed.



5.4 RANKINGS FOR SHORT-TERM INTERNATIONAL MOBILITY

The rankings will be published, for all Study programmes, according to the following Schedule:

Publication of first rankings	22 February 2021
Acceptance by student	from 22 February to 1 March 2021 , by midday
Publication of second rankings	5 March 2021
Acceptance by student	from 5 to 11 March 2021 , by midday

Each applicant must view the outcome of the application via the "International Mobility for Study" app, in the aforementioned windows for the acceptances of the assigned institutions.

The selected student must in any case express his/her decision (accept the assigned institution, reject it or possibly await a later ranking, if allowed by the assigned preference) by clicking on the link "what you want to do?" active at the side of the partner institution's name for which he/she has been selected (highlighted in green).

To confirm the mobility highlighted in green, the applicant must also indicate the semester and the activity that he/she intends to perform abroad.

The selected student who rejects or does not express his/her decision in the acceptance phase relating to the ranking in which he/she is selected will be automatically excluded from the subsequent selection phases and from the short-term International Mobility for the a.y. 2021/2022.

The communication of the present Call and the deadlines relating to the selection process contained therein has the value of notification to the applicants. The International Mobility Unit will not send personal communications to the interested parties.

First ranking

STUDENTS SELECTED FOR ONE OF THE FIRST 3 PREFERENCES:

The student selected for any one of the first 3 preferences must accept or reject the assigned institution.

STUDENTS SELECTED FOR ONE OF THE PREFERENCES BETWEEN THE 4TH AND THE LAST:

The student selected for any one of the preferences listed between the 4th and the last preference may:

- accept the assigned institution, which is thus confirmed on a final basis



POLITECNICO
MILANO 1863

- reject the assigned institution, and as a consequence waive the short-term International Mobility for the a.y. 2021/2022.
- ask to wait for the second ranking, in which he/she may be selected for a better preference, or, if this is not possible, be positioned once again in the preference already assigned with the first ranking.

Second ranking

With the publication of the second ranking, the student selected for any one of the preferences expressed must accept or reject the assigned institution.

6. PROCEDURES FOR SELECTED AND CONFIRMED STUDENTS

The International Mobility Unit will inform students who have confirmed the mobility of the subsequent procedures necessary to start the mobility:

- completion of the Application Form of the partner institution by the methods and timescales indicated by it;
- definition of the Learning Agreement (study plan form) with the Referee/Promoter.

7. RE-ASSIGNMENT REQUESTS

The students selected in the International Mobility rankings, both of Double Degree and Short-term, may request a re-assignment to one of the preferences expressed in the application, in the case of:

- rejection of the Application Form submitted by the student, by the partner institution;
- proven impossibility of preparing a Learning Agreement, endorsed by the professor Promoter of the mobility
- impossibility of following the courses (in person or remotely) at the host country/institution due to causes of force majeure. Causes of force majeure are understood to be all those situations and events that are unforeseeable and exceptional and that may prevent the normal conduct of the educational activities or may prejudice the student's safety. Examples of this consist of natural disasters with serious impact (e.g. earthquakes) or the emergence of difficult socio-political or health conditions in the destination country.

In no case will re-assignment applications due to failure to achieve the level of language required from the student by the partner institution be accepted.

The re-assignment applications will be assessed and possibly accepted by the International Mobility Unit, having liaised with the professor Referee / Promoter of the mobility.

Students whose re-assignment is accepted automatically reject the institution already assigned.

They may access the second Call for International Mobility where the request and the endorsement of the professor are received in good time. They will therefore submit a new application and will be assessed for it together with the other applicants, with whom they



POLITECNICO
MILANO 1863

will compete for the assignment of the mobility periods with no guarantee of being selected again.

If, on the other hand, the application and the professor's endorsement are not received in good time for accessing the second Call, a specifically appointed Commission, which will meet each time this is necessary commencing from the month of July 2021, will check if the student can be re-placed to one of the institutions already listed in the application, for the same mobility programme, where available.



8. CONTRIBUTIONS

8.1 INTERNATIONAL MOBILITY AS PART OF THE ERASMUS PROGRAMME

The study mobility for 2021/2022 will be regulated by the regulations concerning the new seven-year period of the Erasmus programme (2021/2027), of which the operational details are not yet known.

The activities and funding envisaged by this Call are therefore subject to the definition of the planning guidelines by the European Commission as well as the respective signature of the Erasmus 2021/2022 financial agreement between the Erasmus National Agency and Politecnico di Milano.

The Board of Governors of Politecnico di Milano will define the criteria, methods and amount of contributions for the a.y. 2021/2022 by July 2021, based upon funding that will be assigned by the Erasmus National Agency and by the Ministry of Education, University and Research to facilitate student mobility.

The Erasmus student continues to benefit from any national/regional scholarships of which he/she is the beneficiary. Students assigned the scholarships indicated in Italian Legislative Decree no. 68 of 29/03/2012 and the suitable non-assignees may also compete for the award of supplementary contributions, according to the deadlines envisaged by the Call for the Benefits of the Right to Education for the a.y. 2021/2022.

In order to allow for broad participation in the Erasmus Programme by students with disabilities or DSA, Community funds additional to the Erasmus contribution are generally envisaged.

These rules apply to all mobility opportunities in countries that are members of the Erasmus programme, whether they are short-term Mobility or Double Degree.

As regards the Erasmus KA107 mobility towards the Partner Countries (non-European countries), see Art. 3.2 of this Call.



8.2 NON-ERASMUS INTERNATIONAL MOBILITY

The Board of Governors of Politecnico di Milano will define the criteria, methods and amount of contributions for the a.y. 2021/2022 by July 2021, based upon funding that will be assigned by the Ministry of Education, University and Research to facilitate student mobility.

The student in non-European mobility continues to benefit from any national/regional scholarships of which he/she is the beneficiary. Students assigned the scholarships indicated



POLITECNICO
MILANO 1863

in Italian Legislative Decree no. 68 of 29/03/2012 and the suitable non-assignees may also compete for the award of supplementary contributions, according to the deadlines envisaged by the Call for the Benefits of the Right to Education for the a.y. 2021/2022.

These rules apply to all mobility opportunities in countries that are NOT members of the Erasmus programme, whether they are short-term Mobility or Double Degree.

9. INSURANCE COVER

The Politecnico di Milano student in international mobility is covered by an insurance policy for accidents and civil liability against the Politecnico di Milano for claims occurring during educational activities at the host institution.

For health cover, the student must obtain a European Health Insurance Card (EHIC) or other insurance models required in the destination country.

The Politecnico di Milano student also has the opportunity to enter into a travel insurance policy (EuropAssistance S.p.A.) at subsidised cost.

10. PRIVACY POLICY

With regard to the processing of personal data, in accordance with Art. 13 of EU Regulation 2016/679 of 27 April 2016, see what is indicated on the specific web page of the University website <https://www.polimi.it/privacy/>.

11. HEAD OF THE PROCEDURE

In accordance with the provisions of Art. 5 of Italian Law 7 August 1990, no. 241, the Head of the Procedure indicated in this Call is Dr. Rossella Magni, e-mail: bando-mobilita@polimi.it