



# FAQ

## Call for International Mobility 2022/2023



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UNIVERSITIES**



**EDUCATIONAL  
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## PARTNER UNIVERSITIES

### Where can I find the destinations offered for my study programme?

You can find this information on the [Map of Partner Universities](#).

You can also look at the tutorial “How to apply”

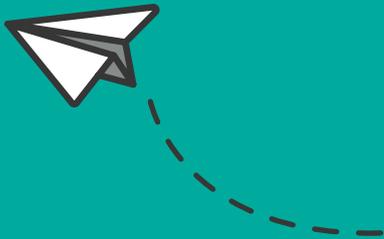
### How many places are available per university?

You can find this information both when you complete your application on the Online Services or on the [Map of Partner Universities](#).

The places may be shared by multiple study programmes: see the tutorial “How to apply” for further details.

### Can I see how many preferences a specific university received last year?

You can find this information when you complete your application on the Online Services. If the number is ‘0’, this may be a new agreement, or it may indicate that no preference was expressed in the previous year.



## Which activities can I do during the exchange period?

- Courses, labs or training activities that upon your return can be validated as similar courses (required credits or extra credits) in your Polimi Study Plan
- Work on your thesis
- Internship whose duration is less than 2 months, but just if carried out during your exchange period or right after the exchange period and only if offered by the partner university

## Where can I find the mobility information and regulation related to my study programme?

You can find the information related to the international mobility on the websites of your Schools

[School of Architecture Urban Planning Construction](#)

[Engineering](#)

[School of Design](#)

[School of Industrial and Information Engineering](#)

[School of Civil, Environmental and Land Management](#)

[Engineering](#)

or on your Study programme’s website.



## TEACHING ACTIVITIES

Before applying, please check the Regulation of your Study Programme (point 12).

### **Can I see how many preferences a given university received last year?**

You can find this information when you complete your application on the Online Services. If the number is '0', this may be a new agreement, or it may indicate that no preference was expressed in the previous year.

### **Is there a minimum number of credits to be obtained abroad?**

Recognition of mobility is not usually subject to a minimum number of credits. Check the Regulation of your Study Programme and the websites of the host universities for specific information.

### **Can I join the mobility programme if I enrol in a different Study Programme after applying/being selected?**

It's possible, but it's not guaranteed. It will be necessary to verify that the exchange agreement with the partner university is available also for the new Study Programmes. If this is not the case, you will have to cancel the mobility.

### **Where can I find information about the exams approved in the previous years?**

You can find this information on the Online Services, in the International Mobility section > Course archive validated within international exchange Programmes. Apply a filter to the School and to the exchange programme to see the list of exams offered at partner universities and the corresponding courses recognised at the Politecnico di Milano.

For better search results, we recommend you do not activate the filter on the specific Study Programme (leave the filter on 'all programmes').

Please note. This tool may help you choose a destination, but please note that the information provided is purely indicative as the courses offered by both universities may vary.

### **Can I be put in touch with students who have already participated in an international experience in recent years?**

The information will be available on the Online Services > International mobility for study > My mobilities, once



you have confirmed your selection. You will be able to view the contact details of students who have participated (or are participating) in an exchange programme at the same destination.

### **How can I write my thesis abroad?**

Yes, the purpose of the exchange programme may be to take courses and complete part of your thesis or exclusively to write your thesis. at a partner university: please check if there are specific Regulation for your Study Programme.

Once you have chosen a university of interest and been selected, you will need to find a professor at the Politecnico and one at the host university willing to supervise your work.

Please read the Notes in the application, because some universities may have established specific requirements that must be met when applying.

### **Do you recognize the credits earned for the thesis?**

Thesis credits will be recognised by your supervisor upon completion of your studies at the Politecnico, that is to say at the graduation exam.

No, any credits obtained at the partner university for the theses work cannot be validated in the Study Plan at the Politecnico di Milano, but they're useful for your research work.

### **While I am on an international exchange programme, can I do a curriculum internship with the help of the partner university?**

Partner universities hosting students for international mobility programmes for study purposes rarely offer the possibility to do internships (in an internal laboratory or in a partner company).

If you want to do an internship with a company or firm outside the mobility programme, you should apply for an Erasmus for Traineeships. For more details, visit the dedicated webpage of the [CareerService](#) of the Politecnico di Milano. In any case, we suggest you to check the Regulation of your Study Programme.





## THE GRADE

### How is the grade calculated?

We recommend reading point 4 of the Call, which details the method of calculating the grade and any exceptions thereto.

### Is my three-year degree score considered for the purpose of calculating my grade?

No. Degree scores do not contribute to the calculation of the grade, which only considers weighted averages, both for three-year Laurea programmes (equivalent to Bachelors of Science) and Laurea Magistrale programmes (equivalent to Masters of Science).

### Are my extra-curriculum exams considered for the purpose of calculating my grade?

No, extra-curriculum exams are not considered in the calculation of the grade.

### How are total enrolment years calculated for the purpose of calculating my grade?

“Total enrolment years” means all years spent from the absolute first enrolment on any three-year Laurea programme (equivalent to a Bachelor of Science), even if obtained at another university and even if different to that for which the qualification was achieved. These years also include any “suspension” in studies.



## I saw that there will be a second Call in April 2022. Who will be able to participate in this Call?

If you have not participated in the first Call, you can participate in the second Call, in any case.

If you participated in the first Call you cannot participate in the second Call if you were eligible and had been assigned a Mobility (Double Degree mobility or Mobility for Study), that you confirmed.

If you participated in the first Call you can participate in the second Call if you were not assigned any mobility

- you were ineligible
- you were eligible but you were not assigned any mobility



## THE SECOND CALL

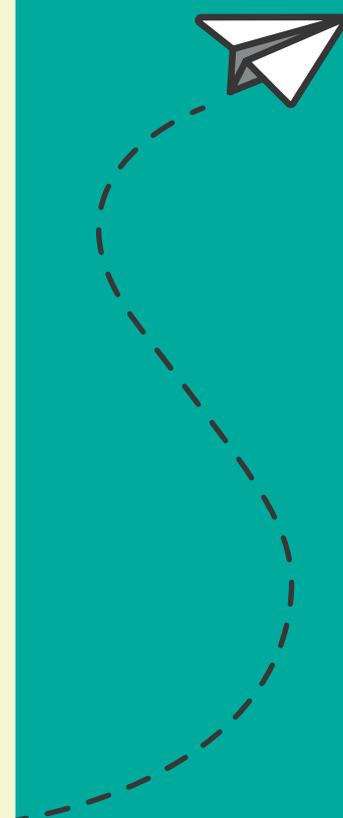
On the other hand, if you participated in the first Call and:

- you applied for the Double Degree and had been selected, but you rejected the assigned university or didn't give a response, in the second Call you can apply only for Mobility for Study (MS).
- you applied for Mobility for Study and had been selected, but you rejected the assigned university or didn't give a response, in the second Call you can apply only for Double Degree mobility (DD).

To sum up

FIRST CALL OUTCOME for DOUBLE DEGREE	DD APPLICATION 2ND CALL	MS APPLICATION 2ND CALL
DD ineligible, without another assigned mobility	YES	YES
DD eligible but not selected, without another assigned mobility	YES	YES
DD eligible and selected and confirmed	NO	NO
DD eligible and selected who have rejected or not responded in the set timescales, without another assigned mobility	YES	NO

FIRST CALL OUTCOME for MS	DD APPLICATION 2ND CALL	MS APPLICATION 2ND CALL
MS ineligible, without another assigned mobility	YES	YES
MS eligible but not selected, without another assigned mobility	YES	YES
MS eligible and selected and confirmed	NO	NO
MS eligible and selected who have rejected or not responded in the set timescales, without another assigned mobility	YES	NO





## AFTER THE SELECTION

### **I have confirmed the university assigned to me: is my participation in the mobility programme guaranteed at this point?**

Having been selected by the Politecnico di Milano for an international mobility programme does not automatically mean that you can take part in the exchange. You will need to send the required documents (application) within the deadlines indicated by the partner university and await their acceptance. Remember that at the time of departure you will need to be regularly enrolled at Politecnico di Milano in a Laurea programme (equivalent to a Bachelor of Science) or in a Laurea Magistrale programme (equivalent to a Master of Science).

### **When do I need to submit the documents required by the partner university?**

If you are selected, you will be notified by the International Mobility Unit at the partner university, in accordance with its deadlines.

After the nomination, you can proceed with sending the application to the partner office: always be careful to respect the deadlines.

### **How do I know what language certificate is required by the partner university I am interested in?**

You can find this information directly on the universities' websites, at the pages related to the exchange/ Erasmus/international students.

Please note. Knowledge of the foreign language is not a requirement to apply for the Call for International Mobility, but before applying you should check if the partner university requires a certificate of English and/or local language.

### **When should I submit the language certificate?**

The Politecnico di Milano does not require you to submit your language certificate during the application phase. Once selected, the certificate should be sent along with the other documents required for the application, within the deadlines set by the partner university.

### **Can the Politecnico certify my level of knowledge of the language?**



No. The Politecnico di Milano does not have a language department, it is not authorised to certify your linguistic proficiency. You will need to contact a Language School or a qualified teacher to certify your language skills. Students attending an English-language Laurea Magistrale (equivalent to a Master of Science) may be granted, upon request to the International Mobility Unit, a document specifying that the lessons are delivered in English.

### **Can the Politecnico provide me with a copy of the English-language certificate submitted upon enrolling in the Laurea Magistrale?**

No, it is your responsibility to obtain, in good time, a copy of the English language certificate – if it is still valid – used to enrol in the Laurea Magistrale, directly from the body with which you took the test.

### **Does the Politecnico organise foreign language courses?**

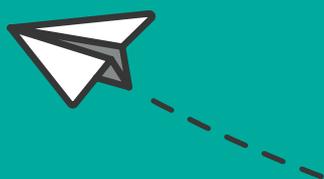
Yes, the Politecnico organises [foreign language courses](#) in both semesters. At the end of the course, however, students are issued a certificate of attendance (not a language certificate).

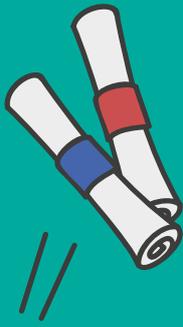
### **If the academic calendar of the partner university is very different to that of the Politecnico di Milano, is it possible to take part in the exchange programme?**

Yes, of course. It is important to consider this before applying. At many partner universities, the academic calendar starts earlier or later than that of the Politecnico di Milano. Should the semester start early, you may find yourself having to sit exams at Politecnico when the semester begins at the partner university. In this case you will have to organise yourself in such a way as not to miss the welcome activities planned by the partner university. We suggest checking with individual professors if you have any doubts.

### **Do I always need a passport to leave? Is there a deadline by which I need to obtain one?**

If you are going to go to a non-EU destination, to the UK or to Turkey you must have a valid passport. You must be sure that the passport's validity covers the whole period of the international mobility programme plus a further six months after it ends. Passports are





usually among the documents to be submitted by the deadlines set by the partner university. Therefore, if you don't have one, we recommend that you set about getting one right away.

The same applies to identity cards if you are applying for a European destination.

### **I have been selected at a partner university in a country that requires a visa. How can I apply for one?**

Visas for study purposes must be applied for from the Consulate of the host country only after being accepted by the partner university, as the acceptance letter must also be submitted to the Consulate.

Please note: foreign students who currently live in Italy with a valid residence permit must ensure that their permit expires after they return from the international mobility programme. If it expires before that, check with the central police station how to go about renewing it.



### **Before the departure date, does my academic record have to include all the credits provided for by the Double Degree programme and/or must I have graduated from the three-year Laurea (equivalent to a Bachelor of Science)?**

Yes. The Double Degree mobility programmes published in the [Map of Partner Universities](#) have a minimum number of credits that you must have acquired at the Politecnico before your departure for the partner university. Similarly, if the agreement provides for departure during the 1st year of a Laurea Magistrale (equivalent to a Master of Science), you must have graduated before your departure for the partner university.

### **How is the minimum average required by Double Degree mobility agreements calculated? Can the average score be rounded up or down? Do I need to maintain my average score until I leave?**

Where indicated, the average required at the time of applying, for each Double Degree agreement, is



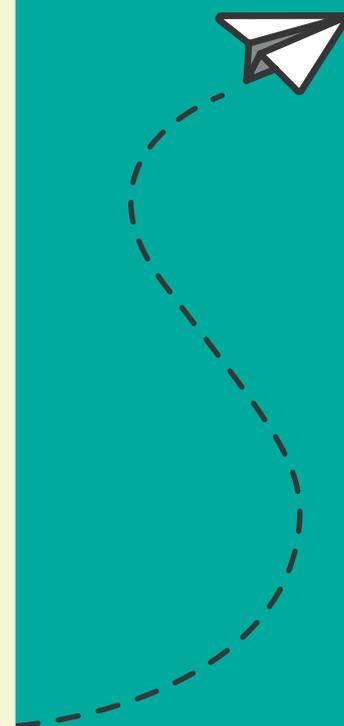
## **DOUBLE DEGREES**

calculated based on the weighted average of the exams, both for the three-year Laurea (equivalent to a Bachelor of Science) and for the Laurea Magistrale (equivalent to a Master of Science). Scores will not be rounded up: for example, if the minimum average required is 24, an average of 23.99 will not be considered.

You must maintain the minimum average required up until your departure.

### **How can I choose what courses to take at the Double Degree partner university?**

At the Double Degree partner university, you don't just have to choose a number of courses, but a fully-fledged study programme from which you will have to graduate. For this reason, you must check the courses offered at the partner university and choose the study programme that interests you most among those provided for by the agreement. Also, check carefully all the applicable rules and constraints you will have to follow, i.e. check which exams are required and which are optional. Ensure the courses you will attend at the partner university are compatible with those of the Politecnico: you will agree them with the professor Promoter of the mobility programme after the selection.



### **SPECIAL PROJECTS**

#### **Alliance4Tech, Medes, Erasmus KA107**

#### **Can I express my preference for a specific university when applying for a special programme (Alliance4Tech, Qtem or Medes)?**

No, when applying you must express a general interest in a special programme. Once selected, you will be assigned the destination by the responsible teacher or board of the programme.

Please note: only Alliance4Tech and Erasmus KA107 programmes will be available in the second call, if there are any vacancies left.

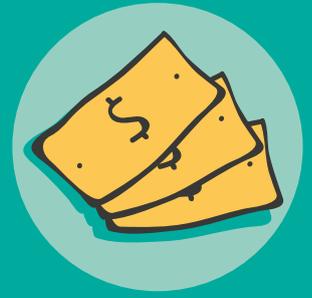
## What contribution will I be entitled to with the mobility programme?

At the time being, we do not know the amount of the contribution to which you are entitled. In any case, the Politecnico di Milano will define monthly allowances and amounts in July 2022. Whatever is decided for European mobility programmes will be extended, to ensure equal treatment, to non-European mobility programmes. The mobility grant is awarded to all selected students without having to make further requests: the amount of the grant will be communicated by the time the mobility agreement is signed.

## If I am accepted, do I have to pay tuition fees at the partner university?

If you are accepted by a partner university for an exchange programme, you will continue to pay your tuition fees to the Politecnico di Milano for the entire period of the mobility programme, and you will not have to pay tuition fees to the host university (except in exceptional cases).

Sometimes, the partner university may ask you to pay a fee for training material, transport subscriptions or other costs.



## TUITION FEES AND CONTRIBUTIONS





**POLITECNICO**  
MILANO 1863

**INTERNATIONAL MOBILITY UNIT**

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