



POLITECNICO
MILANO 1863

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POLITECNICO DI MILANO

THE RECTOR

HAVING REGARD to Art. 34 of the Italian Constitution “Capable and deserving pupils, including those lacking financial resources, have the right to attain the highest levels of education. The Republic renders this right effective through scholarships, allowances to families and other benefits, which shall be assigned through competitive examinations.”;

HAVING REGARD TO Law of 30.03.1971, no. 118 “Conversion into law of Decree-Law of 30 January 1971, no. 5, and new rules in favour of amputees and disabled citizens”, and subsequent amendments;

HAVING REGARD TO Law of 07.08.1990, no. 241 “New regulations on administrative procedure and right of access to administrative documents”, and subsequent amendments;

HAVING REGARD TO Law 30.12.2010, no. 240. “Rules on the organisation of universities, academic staff and recruitment, as well as delegation to the Government to promote the quality and efficiency of the university system” and subsequent amendments;

HAVING REGARD TO the Prime Ministerial Decree of 09.04.2001 on “Equal treatment in the right to university studies”; HAVING REGARD TO Legislative Decree 29.03.2012, no. 68 “Revision of the rules of principle on the Diritto allo Studio (right to study) and development of legally recognised colleges of higher education, in implementation of the delegation provided for in Article 5, paragraph 1, letters a), second sentence, and d) of Law of 30 December 2010, no. 240, and in accordance with the guiding principles and criteria set out in paragraph 3, letter f) and paragraph 6”, and subsequent amendments;

HAVING REGARD TO Prime Ministerial Decree of 05.12.2013, no. 159 “Regulations concerning the revision of the methods of determination and the fields of application of the Indicator of Equivalent Economic Situation Indicator (ISEE)” (N.B. this is a certificate that attests to the financial situation of the household, and it will be hereinafter referred to as the “ISEE”); HAVING REGARD TO Ministerial Decree of 07.11.2014 “Approval of the standard model of the Single Substitute Declaration for ISEE purposes, of the attestation, and of the relevant instructions for completion pursuant to article 10, paragraph 3, of Prime Ministerial Decree of 5 December 2013, no. 159”, and subsequent amendments”; HAVING REGARD TO Law of 11.12.2016, no. 232 “State budget for the financial year 2017 and multi-annual budget for the three-year period 2017-2019”, and in particular Art. 1 - paragraphs 252 to 265;

HAVING REGARD TO Ministerial Decree of 26.06.2020, no. 234 “Extension of total and partial exemption from the annual contribution - State universities”;

HAVING REGARD TO the current Statute of the Politecnico di Milano; HAVING REGARD TO the University’s current Educational Rules;

HAVING REGARD TO the Director General’s Decree no. 355 of 09.01.2013, issuing the Regulation for the implementation of checks on the truthfulness of the declarations submitted by students in order to receive the benefits of the Diritto allo Studio (right to education) and for the economic benefits granted by the Politecnico di Milano”; HAVING REGARD TO Rector’s Decree no. 3798 of 31.10.2014, issuing the Student Career Regulations, and subsequent amendments;

HAVING REGARD TO Rector’s Decree no. 1617 of 04.04.2017, issuing the Regulations on student fees, and subsequent amendments made to the regulatory text to ensure its compliance with the provisions of Art. 1 - paragraph 254 of the aforementioned Law 11.12.2016, no. 232;

HAVING OBTAINED the favourable opinions, expressed by the Academic Senate and the Board of Governors at their respective meetings on 17 and 25 May 2021, on certain amendments made to the Regulations on student fees, specifically to Articles 10 and 11;

HEREBY DECREES

- 1) For all the reasons expressed in the introduction, the Regulations on student fees, issued with Rector’s Decree no. 1617 of 04.04.2017 and partially amended with Rector’s Decrees no. 4197 of 13.06.2018 and 5031 of 09.07.2019, are further partially amended in articles 10 and 11, as shown in the text provided in full below, together with the attached tables and an integral part of the Regulations themselves.

REGULATION ON STUDENT FEES

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Art. 1

Subject matter and scope

- 1) This Regulation establishes the principles and procedures for determining student fees and the criteria for exemption.
- 2) The provisions of this Regulation shall apply from A.Y. 2021/2022 onwards to all students as defined by Art. 1 letters a), b) and d) of the Student Career Regulation of Politecnico di Milano.

Art. 2

Student fees

- 1) In accordance with Law 232/2016, students of Laurea (equivalent to Bachelor of Science) courses, Laurea Magistrale (equivalent to Master of Science) courses, the single-cycle Laurea Magistrale course and the Specialisation School in Architectural and Landscape Heritage, contribute to covering the costs of teaching, scientific and administrative services by way of an “annual all-inclusive contribution”.
- 2) In addition to the all-inclusive annual contribution, all students are required to pay the amounts relating to stamp duty and regional tax for the Diritto allo Studio (right to education), as referred to in Article 3, paragraphs 20 to 23 of Law of 28 December 1995, no. 549.
- 3) Additional contributions are also required for services provided at the student’s request for individual needs, as well as to cover the costs of insurance.

Art. 3

Amount of the annual all-inclusive contribution

- 1) The element that contributes to the determination of the amount due from the student as an all-inclusive contribution for enrolment in the academic year is the number of university credits (hereinafter referred to as ECTS) acquired and included in the relevant study plan.
- 2) The all-inclusive contribution will be proportional to the number of ECTS included in the study plan, as described in the following table:

ECTS	up to 32	from 33 to 45	from 46 to 74	from 75 to 80
% of the annual all-inclusive contribution	50%	75%	100%	130%

In accordance with Law 232/2016 and Art. 9 of Legislative Decree 68/2012, in order to guarantee the Diritto allo Studio (right to education), Politecnico di Milano allows its students to request total or partial exemption and the scaling of the all-inclusive fee on the basis of the financial conditions of the student's family, which are ascertained through the ISEE as per Prime Ministerial Decree 159/2013.

Art. 4

Composition and payment methods of the contribution

- 1) Politecnico di Milano provides for the payment of the contribution in two instalments by predefined deadlines; failure to meet said deadlines will result in the application of progressive surcharges due in the event of late payment.
- 2) The first instalment consists of the following items:
 - regional tax;
 - stamp duty for the enrolment application for the academic year;
 - insurance premium;
 - advance payment of the all-inclusive contribution;
 - specific IOL contribution for students of the Laurea On Line only;
 - any surcharges due;
 - any past debts of uncollected amounts.

Enrolment for the academic year will only be confirmed after payment of the first instalment. The second instalment consists of the following items:

- balance of the annual all-inclusive contribution;
- specific IOL contribution for students of the Laurea On Line only;
- any surcharges due;
- any past debts of uncollected amounts.

Payment is to be made by way of the methods determined by the university. The contribution may not be broken down into further instalments.

The full amounts for students of the Laurea (equivalent to Bachelor of Science) courses, single-cycle Laurea Magistrale (equivalent to Master of Science) courses and Laurea Magistrale courses are shown in Tables 3, 4.1, 4.2 and 4.3.

Art. 5

Exemption under Law 232/2016

5.1 - Full exemption

In accordance with Law 232/2016, students who meet both of the following requirements are exempt from paying the annual all-inclusive contribution:

- a) belonging to a family whose ISEE is less than or equal to €13,000.00;
- b) enrolment in a programme for a number of academic years less than or equal to the normal duration of the study programme, increased by one (Laurea (equivalent to Bachelor of Science) duration four years; Laurea Magistrale (equivalent to Master of Science) three years; Single Cycle Laurea Magistrale (equivalent to Master of Science) six years);
- c) in the case of enrolment in the second academic year: earning, by 10 August of the first year, at least 10 university credits; in the case of enrolment in subsequent academic years: earning, in the twelve months prior to the 10 August preceding the relative enrolment, at least 25 university credits.

In the case of enrolment in the first academic year, the only requirement to be met is that referred to in point a) above.

5.2 - Partial exemption

Pursuant to Law 232/2016, for students belonging to a family whose ISEE is between €13,001.00 and €30,000.00 and who meet both the requirements of paragraph 5.1, letters b) and c) above, the all-inclusive annual fee may not exceed 7% of the ISEE portion exceeding €13,000.00.

The value is rounded down to the nearest Euro.

In the case of enrolment in the first academic year, the only requirement to be met is that of belonging to a family whose ISEE is between €13,001.00 and €30,000.00 inclusive.

5.3 - Reduced partial exemption

For students belonging to a family whose ISEE is less than €30,000.00 and who meet the requirement referred to in paragraph 5.1, letter c) above, but not that referred to in letter b), the annual all-inclusive contribution may not exceed 7% of the ISEE portion exceeding €13,000.00, increased by 50%, with a minimum value of €200.00.

The value is rounded down to the nearest Euro.

Art. 6

Request for scaling of the all-inclusive contribution

- 1) Students who do not meet the requirements of Art. 5 may request the scaling of the all-inclusive contribution by producing, by the established deadline, the ISEE indicator whose value determines the allocation of one of the eight income brackets as per Table no. 1, attached to this Regulation.
- 2) For each income bracket, there is a reduction in the amount of the all-inclusive contribution, as per Table no. 2, attached to this Regulation. No reduction in the all-inclusive contribution shall be granted for ISEE indicator values above the maximum value of Bracket 8.
- 3) In the absence of a valid ISEE, and in any case after payment of the second instalment referred to in the following article, no reduction in the all-inclusive contribution shall be granted.

Art. 7

ISEE (Equivalent Economic Situation Indicator)

- 1) The students described in Art. 5 who are enrolling for the first time at the Politecnico di Milano are required to present the ISEE certificate for the calendar year of enrolment.
- 2) In order to confirm their full or partial exemption, an additional ISEE indicator must be submitted, relating to the calendar year of issue of any second instalment, which may determine, depending on its content:
 - confirmation of the full exemption granted under Art. 5;
 - confirmation of a partial exemption with a request for payment of the portion due in accordance with Art. 5;
 - loss of the right to any full and/or partial exemption with a request for payment of the balance of the contribution due. If the second ISEE indicator is not submitted, no reduction in the all-inclusive contribution shall be granted.
- 3) Students who are enrolling for the first time at Politecnico di Milano and who fail to produce an ISEE indicator before enrolment must pay the first instalment in full. However, it will be possible to submit an indicator relating to the calendar year of issue of the second instalment, which may determine, depending on its content:
 - granting of the full exemption under Art. 5, thus triggering a refund of the amount paid;
 - granting of a partial exemption under Art. 5, thus triggering the payment of any refund and/or balance, if due;
 - allocation of an income bracket and a request for payment of any balance due.
- 4) For students already enrolled at Politecnico di Milano who intend to enrol in subsequent academic years, the ISEE indicator they have already submitted during the previous academic year will be taken into account and on the basis of this, a provisional amount for the first instalment will be determined, with the management system described above being applied.
- 5) If no valid ISEE indicator is submitted, no reduction in the all-inclusive contribution shall be granted.

Art. 8

Fees of students with income and assets abroad

- 1) In accordance with Art. 1, paragraph 261 of Law 232/2016, for students on study programmes with income and assets abroad, for whom the calculation of the ISEE of their family is inapplicable, in accordance with Article 8, paragraph 5 of the Regulation referred to in the Prime Ministerial Decree of 5 December 2013, no. 159, the amount of the annual all-inclusive contribution is established independently by Politecnico di Milano as follows.
- 2) The economic situation indicator for these students, which differs from the ISEE, is identified on the basis of Prime Ministerial Decree 159/2013 and the Memorandum of Understanding signed on 3 June 2015 between the National Association of Bodies for the Diritto allo Studio (right to education) (ANDISU) and the Tax Assistance Centres (CAFs) which are members of the National Council. The method of calculating the indicator, called “Equalised Equivalent Academic Economic Situation Indicator” (hereafter known as equivalent ISEEU), is specified in Attachment A of the previous Protocol.
- 3) Students of Laurea (equivalent to Bachelor of Science) courses, Laurea Magistrale (equivalent to Master of Science) and single-cycle Laurea Magistrale courses can apply, by the same process as Italian students, for the scaling of the all-inclusive contribution, using the equivalent ISEEU, to be obtained solely and exclusively at the CAFs specified by Politecnico di Milano.
- 4) Non-EU students of Laurea Magistrale (equivalent to Master of Science) courses with an undergraduate degree obtained abroad, admitted without any financial benefits, are required to pay the all-inclusive contribution in full, unless they are eligible for special full or partial exemptions as described below.
- 5) Incoming students participating in mobility programmes who are accepted by the relevant authorities beyond the number agreed upon in the specific agreements (exchange and double degree), and in cases in which the agreement does not provide for reciprocity in the payment of tuition fees, are placed in the highest contribution bracket.

Art. 9

Exemptions under Legislative Decree 68/2012 and Art. 30 of Law 118/1971

- 1) In accordance with Legislative Decree 68/2012 Art. 9, paragraphs 2, 3, 8 and 9, Politecnico di Milano provides for a full exemption from payment of the all-inclusive contribution for the following categories of students:
 - a) students with a confirmed disability of 66% or more;
 - b) foreign students who are recipients of annual scholarships from the Italian Government;
 - c) students who meet the eligibility requirements for the Diritto allo Studio (right to education) scholarship.
- 2) In accordance with Art. 30 of Law 118/1971, Politecnico di Milano grants a full exemption from payment of the all-inclusive contribution for the following categories of students who belong to families in poor financial conditions, specifically those who have an ISEE of less than or equal to €13,000.00 for the calendar year when payment of the second instalment is due:
 - a) amputees and disabled citizens who have suffered a reduction of more than two-thirds of their capacity to work,
 - b) children of the recipients of the disability pension,
 - c) war orphans, amputees and invalids of war, blind citizens, amputees and invalids of work or service, and their children.

Art. 10 Further exemptions

- 1) Politecnico di Milano provides for a full exemption for the following categories of students:
 - 1) students of particularly high merit;
 - 2) students who have become parents in the calendar year at the beginning of the academic year;
 - 3) working students, students undertaking voluntary civic or military service;
 - 4) siblings enrolling simultaneously;
 - 5) students undertaking a Double Degree programme;
 - 6) students undertaking a course of study at the Alta Scuola Politecnica (ASP);
 - 7) international students who are recipients of a scholarship from Politecnico di Milano or other institutions.

ATTENTION: the English translation of the “Contribution Regulation” is only an information aid addressed to international students. From a normative point of view, the Italian version is the one to be considered

- 2) The above exemptions cannot be granted to students who already hold an academic qualification of a level equal to or higher than the enrolment study programme, previously obtained in Italy or abroad.
- 3) For the exemption categories mentioned in points 1) to 4), students are required to submit a specific application in the manner and by the deadline established by the university; for exemption categories 5), 6) and 7), exemption is granted automatically, where possible in advance included in payment requests or, alternatively, by means of reimbursement of any amounts already paid by the student.
- 4) In the case of multiple applications for exemption, the most economically advantageous one for the student will be granted, with the exception of the exemption for the Internal Double Degree, which can be accumulated with the exemption for merit.
- 5) The Board of Governors sets an annual ceiling for the loss of revenue generated by the granting of the aforementioned exemptions. Should the total amount of the exemptions granted exceed the aforementioned limit, the amounts shall be reduced by an appropriate percentage.
- 6) Students cannot be exempted from the specific contribution for the Laurea On Line.

1) *Students of Laurea (equivalent to Bachelor of Science) courses, five-year single-cycle Laurea Magistrale (equivalent to Master of Science) and Laurea Magistrale courses of particularly high merit.*

The exemption for merit is granted on the basis of the results achieved in the previous academic year. The requirements include regular enrolment in the current academic year and merit, differentiated by study programme and year of enrolment as shown in the table below:

Type of study programme	Number of years of enrolment on study programme	Merit requirements	% of exemption from contribution
Bachelor of Science	2	50 ECTS as of 30 November; exam score average	50% with $27/30 \leq \text{average} < 29/30$
	3	110 ECTS as of 30 November; exam score average	100% with $\text{average} \geq 29/30$
Single-Cycle Laurea Magistrale (equivalent to Master of Science)	2	48 ECTS as of 30 November; exam score average	50% with $27/30 \leq \text{average} < 29/30$ 100% with $\text{average} \geq 29/30$
	3	108 ECTS as of 30 November; exam score average	
	4	165 ECTS as of 30 November; exam score average	
	5	222 ECTS as of 30 November; exam score average	
Laurea Magistrale (equivalent to Master of Science)	1	Score of Bachelor of Science for graduates in other Italian universities	50% with score = 110/110 100% with score = 110/110 cum laude

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		Exam score average at the Laurea (equivalent to Bachelor of Science) exam for graduates from Politecnico di Milano	50% with $27/30 \leq \text{average} < 29/30$ 100% with average $\geq 29/30$
	2	For students enrolled in the first term, 50 ECTS as of 30 November; exam score average For students enrolled in the second semester, 25 ECTS on November 30; exam score average	50% with $27/30 \leq \text{average} < 29/30$ 100% with average $\geq 29/30$

For students belonging to any contribution bracket above the fourth, the exemption amount will be calculated to be equal to that provided for the fourth contribution bracket.

The average is calculated on the total ECTS earned, starting with the first year of the Degree Programme.

The average is calculated using the exam scores - expressed in thirtieths - required by the study plan and the average is weighted in relation to the ECTS with the following formula: sum of the products of the scores for the relative ECTS, divided by the sum of the ECTS obtained.

For the purposes of calculating the average and the purposes of calculating the minimum ECTS required, extra exams as well as study plan entries such as internships, final exams and equivalent shall not be taken into consideration.

For students who have transferred from another university, the year of first enrolment at Politecnico di Milano is taken into consideration, while for students who change their study programme within Politecnico or re-enrol following a withdrawal or forfeiture, the year in which the study programme is changed or re-enrolment is carried out is taken into consideration. In both cases, any ECTS related to their previous academic career and validated in their new one will not be taken into account in the calculation of their ECTS or their average.

In order to be eligible for an exemption in the first year of enrolment in a Laurea Magistrale (equivalent to Master of Science), it is a necessary requisite for the student's first university enrolment in a three-year Laurea (equivalent to Bachelor of Science) course at the Politecnico di Milano or another Italian university to have taken place three academic years before the current academic year.

2) *Students with small children*

Students who have a child who has not yet reached the sixth year of age in the calendar year when the academic year commences are exempt from paying the all-inclusive contribution for the academic year in which they enrol; the amount of that exemption is determined based upon the ISEE or equivalent ISEEU, and for those belonging to a contribution bracket higher than the fourth, the share of exemption will be calculated in an amount equal to that envisaged for the fourth contribution bracket.

The amount of the exemption for international students, who are not required to submit an ISEE, will be calculated in an amount equal to that envisaged for the fourth contribution bracket.

3) *Working students, students undertaking voluntary civic or military service within the Community*

Working students or students performing civil or voluntary military service, within the Community, and enrolled for the first time in a study programme, may not submit an application for exemption, except those students who re-register after the discontinuation or expiry of courses at Politecnico di Milano. In all cases, the exemption is granted only if in the calendar year of the start of the academic year they have passed at least one exam; extra exams are not considered.

Their employment status must be properly documented and be one of those listed below:

- a) employee, for a period of at least six months during the calendar year at the beginning of the academic year, and with a minimum weekly commitment of 18 hours;
- b) autonomous worker, in possession of a VAT number with employment income of no less than €7,766.00 gross, recorded by the income declaration relating to the tax period of the calendar year prior to the start of the academic year;
- c) employed as a contractor, for a period of at least six months during the calendar year at the beginning of the academic year, and with a minimum weekly commitment of 18 hours and/or with an earned income of no less than €7,766.00 gross during the calendar year at the beginning of the academic year.
- d) civil and military service providers. The beginning of the period of civil/military voluntary service must be during the period from 1 January to 31 December of the calendar year at the beginning of the academic year.

The exemption granted is 25% of the all-inclusive contribution.

For students belonging to any contribution bracket above the fourth, the exemption amount will be calculated to be equal to that provided for the fourth contribution bracket.

4) Siblings enrolling simultaneously

Students with siblings belonging to the same family as per the valid ISEE certificate and enrolling at the same time (in the same academic year) in a Laurea (equivalent to Bachelor of Science), Laurea Magistrale (equivalent to Master of Science) or single-cycle Laurea Magistrale course may apply for a 10% reduction in the value of their financial status indicator, thus possibly leading to the allocation of a lower income bracket.

5) Students undertaking a Double Degree programme

Students participating in a Double Degree programme with another University, whose agreement provides for an extra commitment in terms of ECTS such that it is necessary to enrol in an additional academic year beyond the normal duration of the single study programme, are exempt from the payment of the all-inclusive contribution for enrolment in the additional year.

For students participating in the EIT Double Degree Digital Master’s programme, the contribution is partially covered by the funding that Politecnico di Milano receives from the EIT Consortium, of which it is part. In the first two years of enrolment, students are exempt from any part in excess.

Students participating in an internal Double Degree programme at Politecnico di Milano in the first two years of enrolment are only required to pay 100% of the all-inclusive contribution, regardless of the number of ECTS included in their Study Plan. In the third academic year of enrolment, and in any subsequent years, students may only be granted a full exemption from payment of the all-inclusive contribution if they remain on the specific internal Double Degree programme.

6) Students undertaking a course of study at the Alta Scuola Politecnica (ASP)

Students admitted to the Alta Scuola Politecnica are exempt from payment of the all-inclusive contribution for the entire period spent on the specific training course.

7) International students who are recipients of a scholarship from Politecnico di Milano or other institutions

International Laurea Magistrale (equivalent to Master of Science) students who are recipients of a scholarship from Politecnico di Milano or other institutions are exempt from paying the all-inclusive contribution for the years in which they receive the scholarship.

The students who have received the benefits of the aforesaid scholarship for those two years and who need to register for another academic year are exempt only for one additional year. For any subsequent additional years, non-EU students are placed in the maximum contribution bracket; EU students are placed in the contribution bracket based on their economic status indicator.

Non-EU students who lose the scholarship after the first year of assignment are placed in the maximum contribution bracket for any subsequent years; EU students are placed in the contribution bracket based on their economic status indicator.

Non-EU students who are admitted to Master's Degree courses and who benefit from the Diritto allo Studio (right to education) scholarship (granted on the basis merit and income) and who are unable to confirm the scholarship, thus losing the exemption, are automatically placed in the highest income bracket.

Art. 11 Special benefits

1) Politecnico di Milano provides for special financial benefits in the following cases:

- 1) students approaching the conclusion of their studies
- 2) contribution for language certification.

1.a) Politecnico di Milano provides financial benefits for students who need to enrol in a new academic year in order to:

- make a change of teaching position from full to extra, or vice versa, on a complete study plan from the previous academic year (L 180 ECTS; LM/LS 120 ECTS; s.-c. LM 300 ECTS)
- make a change of teaching position from extra to full so as to complete the study plan
- complete the study plan with only first semester courses and/or with the final exam and/or with the internship
- be able to take skill proficiency exams in the new academic year. In all these cases, students are required to pay the amount of the all-inclusive contribution (taking into account the number of ECTS included in the study plan) reduced by 50% if they graduate by the last graduation session of the previous academic year.

The same financial benefit is also available to students enrolled in a degree course under systems predating Ministerial Decree 509/1999 who have to take no more than three exams.

If students do not graduate within the above terms, they must pay the remaining part of the all-inclusive contribution due.

There is no provision for the attribution of the further exemptions as indicated in Art. 10.

1.b) Politecnico di Milano provides an economic benefit to students who have a complete study plan for the previous academic year and who take all exams, including any extra courses and plan entries of internship nature, in the exam sessions of the previous academic year and who graduate in graduation sessions after the last degree exam session of the previous academic year; for those students, the amount of the all-inclusive contribution will be equal to 25% of the amount due and, if enrolled on the online IT degree course, they will also be exempt from the cost contribution for use of the respective platform.

There is no provision for the attribution of the further exemptions as indicated in Art. 10.

2) Students enrolled in a Laurea (equivalent to Bachelor of Science) course at Politecnico di Milano who register a certificate of knowledge of the English language qualifying them for admission to a Laurea Magistrale (equivalent to Master of Science) will obtain a lump sum contribution of €100.00, to be adjusted against any amounts owed. The certification must have been obtained from 1 January of the calendar year of entry to the Laurea course at Politecnico di Milano and before the end of their studies.

3) The lump sum contribution will not be attributed to enrolled students who withdraw from their studies.

Art. 12 Specific contributions

1) The following contributions are due for specific individual requests submitted by the student.

- Contribution for the costs of issuing a duplicate of the degree parchment, to the value of €120.00 (including stamp duty on the application and the parchment, as well as costs of

reproduction). For all cases of loss, theft, destruction or error in the provision of personal data attributable to the student.

- Contribution for the evaluation of a previous academic career, to be paid in advance in the amount of €60.00 for each Study Programme for which the evaluation is requested. This is not refundable, even in the event of withdrawal from studies.
- Contribution for the costs of a transfer to another university, to be paid in advance, to the value of €46.00 including stamp duty.
- Contribution for the costs of using the Laurea On Line platform from students taking courses in online mode, as provided for by the Laurea (equivalent to Bachelor of Science) course in Engineering of Computing Systems, to the value of €1500.00, to be paid in addition to the required instalments of the contribution: €1000.00 together with the first instalment and €500.00 together with the second.
- Contribution for registration in a graduation session, to the value of €62.00 for the first registration, including two revenue stamps. In the event of enrolment in a graduation session which is not followed by the completion of studies, only the stamp duty for the enrolment application will be required for subsequent enrolments.
- Enrolment fee for tests and other entrance tests: the amount differs according to the enrolment period – €30.00 for tests and exams that take place prior to the standard periods and €50.00 for tests and exams that take place in the standard periods. There is no payment reimbursement, unless Politecnico di Milano could not guarantee the performance of the test/exam.
- Gradual increase for delayed payment of the contribution instalments according to the following structure (the due dates of the payment instalments are defined in the calendar of the academic year):

Surcharge amount	Extent of the delay
€50.00	from the day after the deadline up to 30 days late
€80.00	from 31 to 60 days late
€110.00	from 61 days late onwards

- Surcharge of €200.00 for late submission of the request for allocation of a bracket other than the maximum bracket. It is up to the student to submit an application for allocation of a bracket other than the maximum bracket in the Online Services of Politecnico di Milano by 31 March of each year. By the same date, the DSU (Single Substitute Declaration) for benefits for the Diritto allo Studio (right to education) must be present in the INPS database. In both cases, after that date, a surcharge of €200.00 will be applied.
- Surcharge of €100.00 for late submission of the study plan with respect to the deadlines defined in the calendar for the academic year.
- Surcharge of €150.00 for late submission of the application for admission to the Laurea Magistrale (equivalent to Master of Science), or late enrolment. An application for admission to the Laurea Magistrale (equivalent to Master of Science) and/or an application for enrolment submitted after the deadlines, but before the deadline for submission of the study plan, can only be accepted subject to approval from the relevant School.

Art. 13

Contributions for individual courses

- 1) For enrolment in individual courses in accordance with Art. 12 of the Student Career Regulations of Politecnico di Milano, the sum of the contribution to be paid consists of a first instalment of a fixed amount and a second instalment which varies according to the total number of ECTS required, as per Table no. 5, attached.

Art. 14
Specialisation School

- 1) For students enrolled as regular in the Specialisation School in Architectural and Landscape Heritage, there is a fixed annual all-inclusive contribution of €3,000.00, plus the share relating to
 - regional tax: €140.00;
 - stamp duty; €16.00;
 - insurance: €9.59.
- 2) Politecnico di Milano schedules the payment of the contribution in two instalments in the same amount by pre-defined due dates:
 - the first instalment (regional tax additional amount, stamp duty and insurance) is to be paid at the time of enrolment to each academic year;
 - the second instalment is to be paid by 30 April of each academic year.
- 3) For students enrolled as repeating, there is a fixed annual all-inclusive contribution, to be paid in a single instalment at the time of enrolling on the academic year, based upon the ECTS still to be obtained:
 - from 1 to 16 ECTS, student missing only the Specialisation thesis: only regional tax, stamp duty and insurance;
 - from 17 to 46 ECTS: €750.00, plus the share relating to regional tax, stamp duty and insurance;
 - from 47 ECTS upwards: €1,500.00, plus the share relating to regional tax, stamp duty and insurance.
- 4) Enrolment for the academic year will only be confirmed after payment of the first instalment. Payment is to be made by way of the methods determined by the university. The contribution may not be broken down into further instalments.

Specialisation students who intend to discuss the Specialisation thesis in the session of reference are required to pay €30 for the parchment and €32 for stamp duty (to be fulfilled online and/or on paper).

Art. 15
Political refugees

- 1) Students who have applied for political refugee status and are awaiting a decision by the competent bodies, along with those who are already in possession of that recognition, are exonerating from submitting the Single Substitute Declaration (equivalent ISEEU) and are positioned in contribution bracket 1 for the whole of the normal duration of the study programme on which they are enrolled.
- 2) In the case, on the other hand, of income and/or assets held in Italy, they must obtain a University ISEE Certification.

Art. 16
Acknowledgement

- 1) When submitting a request to resume their studies, students who have interrupted/suspended their studies
 - provided that they are not in a situation of disqualification - will be required to pay the fixed acknowledgement fee of €254.00 for each academic year of interruption/suspension, in addition to any sums owed at the time of said interruption/suspension and upon resumption of their studies.

Art. 17
Withdrawal from studies

- 1) Students who withdraw from their studies must pay any sums contractually owing to Politecnico di Milano before formalising their withdrawal.
- 2) Students who have recently enrolled in a Laurea (equivalent to Bachelor of Science), Laurea Magistrale (equivalent to Master of Science) or single-cycle Laurea Magistrale course, or in individual courses, who have not yet obtained the certification relating to their enrolment and who decide to withdraw from their studies by the deadlines laid down by the university are entitled to a refund of the entire first instalment, less the stamp duty.

- 3) Students enrolled on a Laurea (equivalent to Bachelor of Science) or Laurea Magistrale (equivalent to Master of Science) or single-cycle Laurea Magistrale (equivalent to Master of Science) programme are required to pay only the first instalment if they withdraw from the studies before the start of the second semester and the entire contribution due if the request to withdraw is submitted after the start of the lessons of the second semester according to the calendar of the academic year.
- 4) Students enrolled on individual courses are required to pay the entire contribution due even if they submit a request before the start of the second semester according to the academic calendar.
- 5) Students of the Specialisation School in Architectural and Landscape Heritage who withdraw from their studies are required to inform the Dean of the School by way of the specific form. The withdrawal is irrevocable and does not give any entitlement to the return of any fees already paid.

Art. 18

Collection of amounts owed

- 1) Politecnico di Milano, in compliance with the regulations in force, does not enter into collection proceedings for amounts of less than €12.00.
- 2) Politecnico di Milano reserves the right to block, at the time of graduation, students who have not paid the fee due or who owe amounts to the University for housing services they have received. In order to have this block removed, the student is required to settle their position by paying any debts owed by the deadlines established for enrolment in the graduation session.

Art. 19

Entry into force

- 1) This Regulation enters into force for all students starting from A.Y. 2021/2022.
- 2) The tables attached to this Regulation are decided annually by the Academic Senate and the Board of Governors.
- 3) This Regulation is issued by Rector’s Decree and posted on the University’s website_ <http://www.normativa.polimi.it>.

THE RECTOR
Prof. Ferruccio Resta

Signed digitally under the Digital Administration Code

Attachments

Table no. 1 - ISEE indicator values for determination of the Income Bracket

Bracket	1	2	3	4	5	6	7	8	Full contribution
from €	0.00	23,121.00	27,001.00	31,001.00	40,001.00	51,001.00	63,001.00	75,001.00	95,001.00
to €	23,120.00	27,000.00	31,000.00	40,000.00	51,000.00	63,000.00	75,000.00	95,000.00	higher amounts

Table no. 2 - Amount of the all-inclusive contribution in relation to the Income Bracket

Bracket 1	Bracket 2	Bracket 3	Bracket 4	Bracket 5	Bracket 6	Bracket 7	Bracket 8	Full contribution
€723.00	€1,142.00	€1,474.00	€1,788.00	€2,109.00	€2,436.00	€2,763.00	€3,189.00	€3,726.00

Table no. 3 - Full amounts for Laurea (equivalent to Bachelor of Science) courses, single-cycle Laurea Magistrale (equivalent to Master of Science) courses and Laurea Magistrale courses for students who are not eligible for the benefits under Law 232/2016

Instalment I

Regional tax	€140.00							
Stamp duty	€16.00							
Insurance	€9.59							
Advance payment of the contribution	€723.00							
Advance payment for IOL	€1,000.00							
Total for Instalment I								€888.59
Total for IOL Instalment I								€1,888.59

Instalment II

Balance of contribution

Bracket 1	Bracket 2	Bracket 3	Bracket 4	Bracket 5	Bracket 6	Bracket 7	Bracket 8	Full contribution
€0.00	€419.00	€751.00	€1,065.00	€1,386.00	€1,713.00	€2,040.00	€2,466.00	€3,003.00

Balance of IOL	€500.00
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Instalment I + Instalment II

Bracket 1	Bracket 2	Bracket 3	Bracket 4	Bracket 5	Bracket 6	Bracket 7	Bracket 8	Full contribution
€ 888,59	€ 1.307,59	€1.639,59	€1.953,59	€2.274,59	€2.601,59	€2.928,59	€3.354,59	€3.891,59

IOL: Instalment I + Instalment II

Bracket 1	Bracket 2	Bracket 3	Bracket 4	Bracket 5	Bracket 6	Bracket 7	Bracket 8	Full contribution
2.388,59 €	2.807,59 €	3.139,59 €	3.453,59 €	3.774,59 €	4.101,59 €	4.428,59 €	4.854,59 €	5.391,59 €

Tables no. 4.1, 4.2 and 4.3 - Full amounts for Laurea (equivalent to Bachelor of Science) courses, single-cycle Laurea Magistrale (equivalent to Master of Science) courses and Laurea Magistrale courses for students who are eligible for the benefits under Law 232/2016

Table no. 4.1 - Full exemption (see art. 5.1)

Instalment I

Regional tax	€140.00		
Stamp duty	€16.00		
Insurance	€9.59		
Advance payment of the contribution	€0.00	Total for Instalment I	€165.59
Advance payment for IOL	€1,000.00	Total for IOL Instalment I	€1,165.59

Instalment II

Balance of contribution	€0.00
Balance of IOL	€500.00

Instalment I + Instalment II

Total	€165.59
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IOL: Instalment I + Instalment II

Total	€1,165.59
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Table no. 4.2 - Partial exemption (see art. 5.2)

Instalment I

Regional tax	€140.00		
Stamp duty	€16.00		
Insurance	€9.59		
Advance payment of the contribution	7% (ISEE - 13,000.00); max. €723.00	Total for Instalment I	€165.59
Advance payment for IOL	€1,000.00	Total for IOL Instalment I	€1,165.59

Instalment II

Balance of contribution	7% (ISEE - 13,000.00) - advance payment of the contribution
Balance of IOL	€500.00

Instalment I + Instalment II

Total	value based on ISEE
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IOL: Instalment I + Instalment II

Total	value based on ISEE + €1,500.00
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ATTENTION: the English translation of the “Contribution Regulation” is only an information aid addressed to international students. From a normative point of view, the Italian version is the one to be considered

Table no. 4.3 - Reduced partial exemption (see art. 5.3)				
Instalment I				
Regional tax	€140.00			
Stamp duty	€16.00			
Insurance	€9.59			
Advance payment of the contribution	7% (ISEE - 13,000.00) + 50%; min. €200.00; max. €723.00		Total for Instalment I	€165.59
Advance payment for IOL	€1,000.00		Total for IOL Instalment I	€1,165.59
Instalment II				
Balance of contribution	7% (ISEE - 13,000.00) + 50% - advance payment of the contribution			
Balance of IOL	€500.00			
Instalment I + Instalment II				
Total	value based on ISEE			
IOL: Instalment I + Instalment II				
Total	value based on ISEE + €1,500.00			

Table no. 5 - Amounts due for individual courses (see Art. 13)				
ECTS	%	Instalment I	Instalment II	Total
up to 32	50	€888.59	€0.00	€888,59
from 33 to 45	75	€888.59	€447.00	€1.335,59
from 46 to 74	100	€888.59	€894.00	€1.782,59
from 75 to 80	130	€888.59	€1,430.40	€2.318,99