

# F.A.Q.

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## PARTNER UNIVERSITIES

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

You can find information on the [Map of Partner Universities](#) by applying the filters for your Study Programme. You will be able to read all the information for each partner university and to visit their websites (both the main pages and the ones dedicated to exchange students).

Look at the Educational Rules of your study Programme (articles 11 and 12). Also, the [Archive of validated courses within International Exchange Programmes](#) is available to be consulted on the Online Services. Check out our tutorials!

### How many places are available per university?

You can find this information both when you fill in your application on the Online Services and on [the Map of Partner Universities](#). The number of available places may be shared by multiple study programmes: you can find out if this is the case on the Map.

### 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.

## EDUCATIONAL ACTIVITIES

### 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. Obviously, the courses attended abroad and those to be validated must have similar relevance and content.
- Work on your thesis.
- Internship, which cannot last longer 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 School:

— [School of Architecture Urban Planning Construction Engineering: International Area](#)

— [School of Design: International Area](#)

[School of Industrial and Information Engineering: Students > Experiences abroad](#)

[School of Civil, Environmental and Land Management Engineering: Students > Experiences abroad](#)

or on your Study programme's website.

Before applying, please check the Educational Rules of your Study Programme (article 12).

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

For the mobility to be recognised and contributed, at the end of their time abroad, students must have obtained at least one exam validated in their Study Plan or have a certificate of research abroad.

Also, check the Educational Rules of your Study Programme and the websites of the host institutions to see whether there are any restrictions on mobility.

## 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 Programme. If this is not the case, you can apply again in the next Call.

## 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 > [Archive of validated courses within International Exchange Programmes](#). Use filters to see the list of exams offered at partner universities and the corresponding courses validated at the Politecnico di Milano during the last 3 years.

**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 Politecnico di Milano and partner universities may vary.

## How can I get in touch with students who have already participated in an exchange program over the past 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 see both the contact details of students who are on their exchange and of those who will leave for your same destination the next academic year.

## 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 regulations or requirements for your Study Programme.

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

Once you have been selected, you will need to find a professor at Polimi, who will be the only thesis supervisor, and one at the host university willing to assist you during your work.

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

No, any credits obtained at the host university for the thesis project cannot be validated at the Politecnico di Milano, but they're useful to your research. Thesis credits will be recognised by your supervisor upon completing your studies at Polimi, that is to say at the graduation exam.

## **While I am on an international exchange programme, can I undertake a curricular internship with the help of my host university?**

Partner universities hosting students for international mobility programmes for study purposes rarely offer the possibility to do internships (either 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 Rules of your Study Programme.

## **THE GRADE**

### **How is the grade calculated?**

We recommend reading point 4 of the Call, as it outlines the method with which the grade is calculated and any possible exception.

### **Is my bachelor's degree mark considered in order to calculate my grade?**

No. Degree marks are not taken into consideration to calculate of the grade. The calculation of the grade only takes into account weighted averages (GPA), both for three-year Laurea programmes (equivalent to Bachelors of Science) and two-year Laurea Magistrale programmes (equivalent to Masters of Science).

### **Are my extra-curriculum exams taken into consideration in order to calculate my grade?**

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

### **In which way the “total enrolment years” will be considered to calculate 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.

## THE SECOND CALL

### I saw that there will be a second Call in April 2025. Who will be able to participate in this Call?

If you applied in the first call, you were selected and have confirmed the mobility of Double Degree, you cannot participate in the second call.

If you applied in the first call, you were selected for Mobility for Study, whether or not you have confirmed the mobility assigned, you cannot participate in the second call.

You can apply for the second Call if:

- you did not apply in the first call
- you applied in the first Call, but you have not been assigned any mobility (that is, you have been found to be eligible, but on a university with spots sold out, or you have been found ineligible), neither for Mobility for Study nor for a Double Degree.

To sum up:

FIRST CALL OUTCOME (DD Double Degrees / MS Mobility for Study)

MS APPLICATION 2ND CALL

DD eligible but not selected, and ineligible, without another assigned mobility

SI

MS eligible but not selected, and ineligible, without another assigned mobility

SI

DD eligible, selected and confirmed

NO

MS eligible, selected and confirmed

NO

DD and MS eligible and selected who have rejected or not responded in the set timescales

NO

## AFTER THE SELECTION

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

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 wait for 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 NOMINATED 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 websites of the host universities, 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 di Milano 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 a Master's Degree course taught in English (equivalent to a Master of Science) may be granted, upon request to the International Mobility Unit, a document specifying that classes 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 required English language proficiency certificate, directly from the institution you took the test in.

If it is still valid, you can submit the same language certificate you used to enrol in your Master's.



## Does the Politecnico organise foreign languages courses?

Yes, the Politecnico organises foreign languages 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 the one of Politecnico di Milano, is it possible to take part in the exchange programme?

Yes, of course. It is important to take this matter in consideration before applying. At many partner universities, the academic calendar starts earlier or later than the one of the Politecnico di Milano (check on the partner university website).

Should the term start earlier than in Polimi, you may find yourself having to sit exams at Polimi when the semester has already begun 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 to have a passport in order to leave? Is there a deadline by which I need to obtain one?

If you are going to a non-EU destination (for instance, to the UK or to Turkey) you must have a valid passport. You must be sure that the validity of the passport 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 plan how to get 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?

You have to apply for your visa at the Consulate of your host country, only after having been accepted by the partner university. This is because you will need to submit the acceptance letter to the Consulate in order to ask for the visa.

**Please note:** foreign students, who currently live in Italy with a valid residence permit, must be sure that their permit will expire after their return from the international mobility programme. If the expiration date is set before your return, check with the central police station how to renew it.

## DOUBLE DEGREE

### **Before the departure date, do I need to have obtained all the credits expected for the Double Degree programme? Alternatively, do I need to have graduated in my Bachelor's?**

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 is planned out in order for students to leave at their first year of Master's, you must have graduated before your departure for the host university.

### **How is the minimum average (GPA), 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?**

Some Double Degree mobility agreements require the applicant to have a minimal average (see mobility schemes in the Map of partner university).

Where indicated, the average required at the time of applying, for each Double Degree agreement, is 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, a candidate with 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. Hence, 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 mandatory and which ones are optional. Be sure that the courses you will attend at the partner university are compatible with those of the Politecnico: you will settle on which courses to take with the academic coordinator of the mobility programme after the selection.

## SPECIAL PROJECTS

### **Can I express my preference for a specific university when applying for a special programme?**

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

**Please note**- students of the School of Design who intend to apply for the Medes program, and students of the study programmes of engineering who intend to apply for Unitech, should enter the programmes as their first preference.

## TUITION FEES, MOBILITY CONTRIBUTIONS

### **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 2025. 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.

## STUDY PLAN

### **Do I have to submit the study plan to the Politecnico di Milano while I am on exchange?**

Yes, even if you are in exchange, you will be required to meet the deadlines of the Politecnico di Milano, both in terms of enrolment for the academic year and payment of fees, as well as in terms of submission of the study plan. In order have the exams taken at the host university validated, they must already be present in your study plan.