



GUIDELINES FOR EXCHANGE STUDENTS

The following guide is intended for those who are planning to take part in an exchange mobility programme at Politecnico di Torino or have already been accepted for it. This guide provides relevant information to make your time at Politecnico di Torino rewarding. If you have any questions, you can contact our Incoming Mobility Office. Further information can be found at the following link: <http://international.polito.it/>.

Covid-19 emergency measures

As you can read in the official communication published on PoliTO website https://poliflash.polito.it/en/students_polito/at_politecnico_online_teaching_even_for_2020_2021, for the next Academic Year 2020/2021 Politecnico di Torino has decided to continue providing online teaching for the entire 1st and 2nd-level academic offer. Despite this communication, Politecnico di Torino still needs to define the implementing measures in accordance with the evolving situation of the Covid-19 emergency.

Therefore, we inform you that we might need to rectify our current position if in the next months, following the updates of the Covid-19 situation, new or different decisions having an impact on students' mobility or activities are taken.

APPLICATION DEADLINES

Shortly after we have received your nomination by your Home University, you will receive an e-mail from the Incoming Mobility Office containing your log-in information and instructions on how to complete your online application. The first time you enter the online application page, you will be asked to log in with the e-mail account used by your Home University to nominate you (you cannot change it!). The online application is intended to collect general information about the applicant and the Home University. It must be completed and submitted online.

You can find further information at the following link: http://international.polito.it/admission/exchange_programmes.

Applications must be submitted by:

June 30th, 2020

Please notice that applications submitted after the deadline will NOT be accepted.

ACCOMMODATION

You can find useful information on accommodation at the following link: http://international.polito.it/practical_information/accommodation.

EXCHANGE STUDENTS' LEARNING AGREEMENT

Please read the following guidelines carefully before completing your Learning Agreement proposal.

- All programmes offered at Politecnico di Torino can be found at the following link: https://didattica.polito.it/offerta/index_en.html.

Exchange students can choose their courses from the study plans of both Bachelor and Master of Science levels, with the exception of curricular courses held in the 1st year of the Bachelor of Science level.

- Please notice that there are limited places for the "free credits / free ECTS credits / free

choice courses” held in the 1st and 3rd year of the Bachelor of Science level. Due to the restricted number of places, it is not possible to guarantee that all incoming students interested in 1st and 3rd-year Bachelor’s “free credits / free ECTS credits / free choice courses” will be able to attend them. The suggestion, in this case, is to consider more than one option approved by your Home University!

- Courses are called “insegnamenti” in Italian. You can select relevant courses from various Degree programmes. However, please note that when you take courses from different study plans and/or years, there is a high chance that your classes will overlap. Class timetables will be published only a few weeks before the beginning of the semester at the following link: https://www.swas.polito.it/dotnet/orari_lezione_pub/filtri_consultazione_generale.aspx.
- We strongly advise you to select **at least 20/30 ECTS per semester** in your Learning Agreement proposal. Please be flexible in reconsidering changes to your Learning Agreement at your arrival in case some courses are not approved, are cancelled or there are timetable clashes.
- When selecting the teaching activities, make sure you are considering the courses offered during the academic year you will spend at Politecnico di Torino. In order to do that, you have to select “View course catalogue by academic year”, as in the picture below:

When you select the **visualisation by cohort (year of first enrolment)** you will see the courses planned for the students who are currently enrolled in year 1 (i.e. students belonging to cohort 2019/2020 will see second-year courses offered in a.y. 2020/2021)



[View course catalogue by academic year](#)

- **You must make sure that you have an adequate academic knowledge to be able to attend the courses you choose.** Please notice that some degree courses deal with very specific topics and, unless you hold the necessary prior knowledge, you should consider other options. An academic year consists of two semesters: some courses are held only in the first semester (named “1” in the next picture),




and some only in the second semester (named “2” in the picture below). A few courses are taught during the whole academic year and can be chosen only by students who stay for both semesters (named “1, 2” in the picture below). You can find this information in the “semester” column at the left of the course code.

Semester	Code	SSD	Course
1	13A00MC	ICAR/17 (6)	Drawing
1	23ACIMC	MAT/05 (8)	Mathematical analysis II
1,2	01NKJMC	GEO/05 (6);	Geology/Safety and Civil Protection
2	06BPTMC	MAT/07 (8)	Analytical Mechanics
2	04CFRMC	ING-IND/22 (6)	Science and technology of materials

- **Please make sure you pick courses held in the semester you will be at Politecnico di Torino!**
- Politecnico di Torino offers degree programmes taught in English, in Italian and in both languages at the same time. In order to display the language of teaching, click on the degree programme:
 - ARCHITECTURE FOR THE SUSTAINABILITY DESIGN
 - SYSTEMIC DESIGN
 - BIOMEDICAL ENGINEERING
 - CHEMICAL AND SUSTAINABLE PROCESSES ENGINEERING
 - CIVIL ENGINEERING
 - COMPUTER ENGINEERING
- The flag next to the title of each course indicates the language in which that course is taught:

Course	Language
Aerosol technology and air quality (06ICPNE)	
Automatic control in transport systems (06ICPNE)	
Electrical Systems (06ICPNE)	
Hybrid propulsion systems (06ICPNE)	

- To have more information about a course, you can click on it. You will find a page with useful information such as pre-requisites, contents, text books, examination modalities, etc.:

Course	Language
Aerosol technology and air quality (06ICPNE)	
Automatic control in transport systems (06ICPNE)	
Electrical Systems (06ICPNE)	

- Your Learning Agreement proposal will be defined once you begin your mobility,

when you will be assigned an Academic Advisor. So, further changes to your Learning Agreement might be made at that time.

DOING YOUR FINAL PROJECT @POLITO

If at your Home University you are enrolled in your 4th or 5th year and you wish to prepare your final project (thesis) at Politecnico di Torino, you are more than welcome. Please keep in mind that the workload is 5-6 months long.

Please notice that you have to **find a Supervisor at Politecnico di Torino** when you submit the application form. Before the Mobility Board evaluates your application form, the Incoming Mobility Office will double check it with the thesis Supervisor.

In case you do not specify the name of your thesis Supervisor in the application form, its evaluation will be pending until you find a Supervisor.

Please be flexible: the project you might undergo may not perfectly match with the purpose of the project you initially planned to do. It is very important that you cooperate with the thesis Supervisor and accept their suggestions. The Italian university system does not provide a mark for the final project, nor there is a final exam; the Italian Supervisor will prepare an informal work evaluation of the project you will deliver to your Home University.

IMPORTANT: Unfortunately, Politecnico di Torino cannot assist undergraduate students in carrying out their final projects.

DOUBLE/JOINT DEGREE STUDENTS' LEARNING AGREEMENT

If you are a Double/Joint Degree student, you will only be allowed to follow the study plan of your field of study. You will not be able to select any subjects from different study plans (as described in the previous section).

Further information is available at the following link: http://international.polito.it/admission/exchange_programmes/double_joint_degree.

ITALIAN LANGUAGE COURSES

During your study period at Politecnico di Torino you can attend an Italian language course. Politecnico di Torino offers different levels of Italian language courses, ranging from A1 to B2 levels.

Exchange students cannot take language courses other than Italian.

ACADEMIC CALENDAR AND EXAMINATION SESSIONS

The following link shows the Italian university framework for the Higher Education:

<http://www.quadrodeitoli.it/Index.aspx?IDL=2>.

Politecnico di Torino runs on a two-semester basis: from September 28th, 2020 to January 16th, 2021 (1st semester) and from March 1st, 2021 to June 12th, 2021 (2nd semester).

- There are 3 examination periods (“sessioni”) for each academic year:
 - 1st semester:** from January 18th, 2021 to February 27th, 2021;
 - 2nd semester:** from June 14th, 2021 to July 24th, 2021;
 - Recovery exam session:** from August 30th, 2021 to September 18th, 2021.
- For each “sessione”, there are two dates (“appelli”) for the courses concluded in the current semester and one date for the courses concluded in the previous one. Through your “Portale della Didattica”, you can register to the “appello” in which you want to take the exam.
- The marks, both for written and oral exams, range from 18 (low/albeit sufficient) to 30 (excellent). Your marks will appear on your final Transcript of Records with their ECTS correspondence. Marks below 18 cannot be registered and will not appear on your final Transcript of Records.

Check the academic calendar available online for the most up-to-date information:

http://international.polito.it/admission/exchange_programmes/admission_procedure/welcome_polito.

EXTERNAL TAXES @POLITO

All European and Non-European Double/Joint Degree students have to pay the external taxes, no matter which programme or project they belong to (Erasmus+, Erasmus+ Non EU Partner Countries, etc.), the type of Agreement established between our institutions or the duration of their stay, as they will be formally enrolled in a Degree programme offered by Politecnico di Torino as any other local student.

The amount of those taxes is around € 160 and it includes:

- the regional fee for the right to university study;
- the accident insurance premium;
- the tax stamp.

European and Non-European students on an exchange mobility for courses, courses and final project, final project, research, traineeship or internship are totally exempted from paying external taxes.

