



**POLITECNICO**  
MILANO 1863

## **THE DIRECTOR**

### **TEACHING AREA**

**WHEREAS** Ministerial Decree No 548 of 28 March 2024, 'Decree governing the use of the Fund for the "Erasmus in Italy";

**WHEREAS** the agreement concluded with Politecnico di Torino on 2/7/2024;

**WHEREAS** the agreement concluded with Politecnico di Bari on 2/7/2024;

**WHEREAS** the resolution of the Academic Senate of 17 June 2024, "Student Mobility Agreements under the MUR Programme 'Erasmus in Italy' (DM 548/2024)";

**WHEREAS** the resolution of the Board of Governors of 17 June 2024, "Student Mobility Agreements under the MUR Programme 'Erasmus in Italy' (DM 548/2024)".

## **HEREBY DECREES**

the issuing of the call for applications for participation in the 'Erasmus in Italy' mobility programme for the academic year 2024/2025, the text of which, attached hereto, is an integral part.

Milan, 08/ 07/ 2024

The Director of Teaching  
Ms Assunta Marrese

Digitally signed pursuant to the CAD,  
Legislative Decree 82/2005 and subsequent amendments, art. 21 c.1.2



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## **Call for Applications for Participation in the 'Erasmus italiano' Mobility Programme for the Academic Year 2024/2025**

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#### **Art. 1 RECIPIENTS OF THE CALL**

This Call is intended for all students who, in the academic year 2024/2025, are duly enrolled by the deadline set by the University:

- in their second or third year of Laurea degree programmes at Politecnico di Milano, School of Engineering (School of Industrial and Information Engineering, and Civil, Environmental, and Territorial Engineering);
- in their second year of Laurea Magistrale degree programmes offered at Politecnico di Milano's regional campuses (Cremona, Lecco, Piacenza), School of Engineering (School of Industrial and Information Engineering, and Civil, Environmental, and Territorial Engineering).

Students who have been selected for international mobility during the same period may not participate.

#### **Art. 2 NUMBER OF STUDENTS ADMITTED TO MOBILITY**

The following students are admitted to mobility:

- up to 25 students enrolled in Laurea degree programmes;
- up to 25 students enrolled in Laurea Magistrale degree programmes offered at the Regional Campuses (Cremona, Lecco, Piacenza).

#### **Art. 3 PERIOD AND DURATION OF MOBILITY**

The mobility will take place in the second semester of the academic year 2024/25.

The duration of the mobility programme is up to 5/6 months according to the academic calendar of the host university. This period ensures the opportunity to



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attend the semester's courses and at least one examination session for the courses that the student will take at the host university.

#### **Art. 4 SCHOLARSHIPS**

The Ministry of University and Research finances the 'National Erasmus' project by granting scholarships to selected students who have disclosed, within the deadline to apply to this Call, to Politecnico di Milano their equivalent economic situation indicator for the year 2024, not exceeding €36,000.00.

The aforementioned indicator can be demonstrated through:

- "ISEE for university use issued by INPS", in case of income and assets only in Italy;
- "Equivalent ISEEU obtained from the only Tax Assistance Centre (CAF) affiliated with Politecnico di Milano", in case of income and assets abroad.

The amount of the scholarship awarded to each eligible student is € 650.00 per month. The exact number of scholarships to be awarded and therefore the number of beneficiary students will be communicated by the Ministry of University and Research, tentatively starting from October 2024.

The scholarship received under the 'Erasmus in Italy' programme cannot be combined with other scholarships for national and international mobility programs covering mobility during the same period.

The scholarship will be disbursed in two instalments: 60% of the amount at the beginning of the mobility period and the remaining 40% upon completion of the mobility period, provided that the host university has communicated the following to Politecnico di Milano:

- commencement of the mobility period;
- end of the mobility period;
- passing of exams totalling at least 10 ECTS.

If the necessary communications for the disbursement of the final instalment are not provided, the student will be required to repay the advance payment received.

#### **Art. 5 APPLICATION DEADLINES AND PROCEDURES**

1. Applications for participation in the selection process must be submitted starting from **8 July 2024, and no later than 11:59:59 PM CEST (Central European Summer Time) on 27 August 2024.**

2. Applications must be submitted through the Online Services via the "Selection Procedures" application under the "Online Services Requests for Admission" section, selecting the appropriate option "Erasmus in Italy" for students enrolled in either "Laurea" programme or "Laurea Magistrale programme at Regional Campuses (Cremona, Lecco, Piacenza)".

#### **Art. 6 SELECTION CRITERIA FOR PARTICIPANTS**

1. Students are selected based on academic merit determined by a formula, i.e., a "grade," which takes into account the overall weighted average, i.e., the weighted average throughout the entire academic record, ECTS credits and academic career duration.

In cases where grades and ECTS credits are equal, the formula assigns a



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higher grade to students who achieved the same results in a shorter timeframe. The grade is automatically calculated using the student's academic record data as of 23 August 2024.

2. The grade is calculated as follows:

$$Media\ totale + 0.1 \left( \frac{CFU_{1^o\ livello} + CFU_{2^o\ livello}}{Anni\ di\ immatricolazione\ totali - 0.5} - 30 \right)$$

Dove

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

## **Art. 7 PUBLICATION OF RESULTS**

The rankings will be published on **30 August 2024** on the University's notice board at [www.protocollo.polimi.it/albo](http://www.protocollo.polimi.it/albo) and each candidate can view the result through the Online Services function, using the same application used to send the application.

## **Art. 8 COURSE SELECTION AND STUDY PLAN APPROVAL**

Students enrolled in **Laurea** degree programmes may spend their mobility period at **Politecnico di Torino**. They can select the programmes from the available list for each Study Programme Board (CCS), from the webpage <https://www.polito.it/en/education/bachelor-s-degree-programmes> only for the following CCS: Architecture, Civil Engineering, Building Engineering, Environmental and Territorial Engineering, Chemical and Food Engineering, Materials Engineering, Electrical Engineering, Energy Engineering, Management Engineering, Biomedical Engineering.

Students enrolled in **Laurea Magistrale** degree programmes may spend their mobility period at **Politecnico di Bari**. They can select the programmes from the available list for each Study Programme Board (CCS), from the webpage <https://poliba.coursecatalogue.cineca.it/corsi/2024?gruppo=1679304510529> they may choose all the programmes except those relating to the Laurea Magistrale programme "Civil Infrastructure Management Engineering".

Each student is required to attend a minimum of 20 ECTS credits at the host University. Mobility for fewer credits is not permitted.

Students admitted to mobility must contact the professor "study plan coordinator" of their programme and submit a "Learning Agreement". This agreement must specify which programme from the approved study plan for the academic year 2024/2025 they intend to validate through the mobility experience at the host University.

Upon approval by the "study plan coordinator", the Registrar's Office at Politecnico di Milano will communicate the student's personal data and the



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selected programmes to the host University. They will also provide the student with contacts at the host University for assistance during the mobility period.

The programmes approved in the Learning Agreement and successfully completed at the host University will be automatically validated, following formal communication from the host University to the Politecnico di Milano's Registrar's Office.

### **Art. 9 STUDENT OBLIGATIONS DURING THE MOBILITY PERIOD**

During the mobility period, students are required to comply with the rules and regulations of the host University.

Students must report to the facilities of the host University upon arrival to complete the identification process and formally commence the mobility period.

Similarly, at the end of the mobility period, students must report to the facilities of the host University to formally conclude the mobility period.

The host University will formally notify Politecnico di Milano of the end of the period and will communicate the results of the final exams related to the courses attended.

If the host University allows participation in exam sessions following the end of the mobility period, it will notify Politecnico di Milano, indicating the final date granted and will commit to sending the positive results for record-keeping in the next student's academic record.

### **Art. 10 INFORMATION REGARDING DATA PROCESSING**

With regard to the processing of personal data, pursuant to Art. 13 of Regulation (EU) 2016/679 of 27 April 2016, please refer to the specific University web page <https://www.polimi.it/en/privacy>.

### **Art. 11 PROCEDURE MANAGER**

In accordance with the provisions of Art. 5 of Italian Law No 241 of 7 August 1990, 241, the Procedure Manager in charge of the procedure referred to herein is Mr Gianluca Attolini([gianluca.attolini@polimi.it](mailto:gianluca.attolini@polimi.it)).

The Director of Teaching  
Assunta Marrese