



GUIDE FOR EXCHANGE STUDENTS

The following guide is intended for those who are planning or have already been accepted at the Politecnico di Torino. The guide provides relevant information to make your time at Politecnico di Torino rewarding. If you have any questions at all, be sure to contact the staff at the Incoming Mobility Office (incoming.students@polito.it). We will do all we can to assist you as you get ready for your big adventure in Italy. We look forward to seeing you here! Further information can be found at the following link: <http://international.polito.it/>

APPLICATION DEADLINES

Shortly after we have received your nominations by your University you will receive an e-mail from us with log-in information and instructions on how to complete the online application.

When you will enter for the first time into the online application page you will be asked to enter with your e-mail account. The on-line application is intended to provide general information about the applicant and the home university. It must be completed and submitted on-line. Further information can be found via the following link:

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

Applications must be submitted by the following dates:

for full year and 1st semester: **7 June 2016**

for 2nd semester: **5 December 2016**

Please notice: we will not accept applications after the given deadlines.

ACADEMIC YEAR AND CALENDAR

Have a look at the university system, 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 2 semester basis: from September 29th 2016 to January 21st 2017 (1st semester) and from March 6th 2017 to June 17th 2017 (2nd semester).
- Examinations take place during 3 defined periods (called “sessioni”) in the year:
1st semester (from January 23rd 2017 to March 4th 2017)
2nd semester (from June 19th 2017 to July 28th 2017)
September 2017 (from September 4th until September 23rd)
- Two dates (“appelli”) are offered in each session for courses just concluded and one date for the past courses.



- See the academic calendar available online for the most up to date information:
http://international.polito.it/admission/exchange_programmes

Please notice: you are required to stay in Italy till the end of the semester, examination period included.

ARRIVAL INFORMATION

All incoming students are strongly invited to attend the Welcome Orientation Meeting that will be held according to the following program:

Program	Date	Location
Incoming Exchange students	20-02-2017 (afternoon)	Aula Magna (Main Campus - Duca degli Abruzzi)

The Welcome Orientation Meeting is compulsory for all students since the date coincides with the official beginning of the Exchange Programme. The days following the Meeting and prior the beginning of classes you will need to formally define your Learning Agreement and enroll at Politecnico. In addition you will be introduced to your Academic Advisor.

We advise you to arrive approximately 1 or 2 days prior to your Meeting date.

The only reason we may make an exception to not attend the Welcome Orientation Meeting is if you have exams to attend at you home institution. If this is the case, please email us as far in advance as possible. Please, take notice that an email from your home institution confirming your exams dates will be required.

ACCOMMODATION

You will be able to find useful information on accomodation at the following link:
http://international.polito.it/practical_information/accommodation

GUIDELINES FOR YOUR PROPOSAL OF LEARNING AGREEMENT

Read the following guidelines carefully before completing your proposal of Learning Agreement.

- All programs offered at the Politecnico can be found at the following link:
https://didattica.polito.it/pls/portal30/gap.a_mds.init_new?p_a_acc=2017



Any information on the course catalog 15/16 enclosed in this page should be considered as provisional, until formal approval from the Italian Ministry of Education. Official study plans are expected by June/July 2015.

Engineering				Architecture			
1 st level	2 nd level	Master	PhD	1 st level	2 nd level	Master	PhD

Bachelors - Engineering		
AEROSPACE ENGINEERING	TORINO	IT UK
ARCHITECTURAL ENGINEERING	TORINO	IT UK
AUTOMOTIVE ENGINEERING	TORINO	IT UK
AUTOMOTIVE ENGINEERING	TORINO	UK IT
BIOMEDICAL ENGINEERING	TORINO	IT UK
CHEMICAL AND FOOD ENGINEERING	TORINO	IT UK
CINEMA AND MEDIA ENGINEERING	TORINO	IT UK
CIVIL ENGINEERING	TORINO	IT UK

- Bachelor and Master students can choose courses from study plans of 1st and 2nd level (cycle) with the exception of courses from 1st year of 1st level. Please notice that there are limited places on 3rd year at Bachelor of Science level “free choice courses” in the area of architecture and engineering. Due to the restricted number, it not possible to guarantee that all interested incoming students will be able to attend these courses. The suggestion, in this case, is to consider a second choice approved by your home university!
- Courses in Italian are called “insegnamenti”. You may select relevant courses from various degree programs, however, please note that when you take courses from different study plans and/or years there’s a high chance these can **overlap**. We therefore strongly advise you to choose most courses belonging to the same study plan and same year. Please take notice that timetables will be published just a few weeks before the semester starts at the following link: http://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 on your application. Please be flexible in reconsidering changes to your L.A. at arrival in case some courses are not approved, are cancelled or there are timetable clashes.
- You must ensure you have the appropriate academic knowledge to study the courses you choose. Incoming students are able to request courses they believe they are academically capable of studying at Politecnico. Please note some study areas/courses are restricted unless you have very specific knowledge. An academic year consists of two semesters, some courses are held only in the first period (label 1 in picture below) some only in the second semester (label 2). A few courses are taught during the whole academic year and **these can be chosen only by students that stay for both semesters** (label 1,2). This information is given in the ‘period’ column on the left of the course:



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1 year	Period	Code	Language	Insegnamento	CFU	Teacher	Notes	Vincoli
	1	06AHMLZ		Chemistry	8	B. Onida (237 iscr.) M. Tomalino (236 iscr.) C. Gerbaldi (247 iscr.)		Yes
	1	06ACFLZ		Mathematical analysis I	10	A. Tabacco (237 iscr.) E. Serra (234 iscr.) E. Berchio (247 iscr.)		
	1; 2	07LKILZ		English Language 1st level	3			Yes
	2	02BHDLZ		Computer science	8	P. Laface (267 iscr.) A. Acquaviva (278 iscr.)		Yes

Please make sure you pick courses held in the semester you will be at Politecnico

- Politecnico offers programs taught in Italian and some programs taught in English. To view the language click on the degree program:

BIOMEDICAL ENGINEERING	TORINO		
CHEMICAL AND FOOD ENGINEERING	TORINO		
CINEMA AND MEDIA ENGINEERING	TORINO		
CIVIL ENGINEERING	TORINO		
COMPUTER ENGINEERING	TORINO		
ELECTRICAL ENGINEERING	TORINO		

You will be able to see what language the courses are offered in the study plan by a flag next to each course:

Period	Code	Language	Insegnamento	CFU	Teacher	Notes	Vincoli
2	01QNJOD		(It) Visione sostenibile nell'interno architettonico	6	A. Marotta (84 iscr.)		
2	01DDVOD		Automotive evolution	6	G. Genta (157 iscr.)		Yes
2	010HOOD		Chemistry lab for engineering	6	N. Penazzi (98 iscr.)		Yes
2	02FZUOD		Communication and Writing Techniques	6	D. Corno (277 iscr.)		Yes
2	010QAOD		Communication, Technology and Society	6	S. Monaci (187 iscr.)		Yes
2	01PRQOD		Digital and Connected World	6	V. Curri (115 iscr.)		Yes
2	010NIOD		Digital representation techniques	6	R. Spallone (117 iscr.)		

- 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:

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2	01DDVOD		Automotive evolution	6	G. Genta (157 iscr.)		Yes
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- Your Learning Agreement proposal will be discussed in full once you arrive in Turin, where you will be assigned an Academic Advisor. Therefore some modifications to your Learning Agreement can be done herein.
- For students in Architecture: studios, ateliers and workshops have a limited capacity of students, therefore we cannot assure you that you will be enrolled to the preferred studio, atelier or workshop. Please take notice that workshops are available only in the 2nd semester. You can indicate your preference in your L. A. proposal, though its approval will only be done once you arrive at Politecnico.



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Please notice that when you are admitted to Politecnico, your L.A. proposal is only provisionally accepted. Some courses may not be approved, may be cancelled, overlapping may occur, etc., thus changes to your L.A. may be required. Be flexible enough!!!

FINAL PROJECT INFORMATION

If you are enrolled at home university in 4th or 5th year and you wish to prepare your final project (thesis) you are more than welcome. Please, note that the work load is 5-6 months long, therefore it is advisable to spend this period at the Politecnico di Torino.

You are invited to suggest a selection of topics you are interested in when you fill in the Student Exchange Application Form. The more topics proposed, the more chances to come to the Politecnico di Torino you will have!!!

We would like to invite you to be a little flexible in case the final project they intend to prepare does not match the purpose of project you have planned. It is very important that you cooperate with the academic advisors and accept their suggestions. The Italian University system does not provide a mark for the final project, nor is there a final exam, the Italian Supervisor will only send an informal work evaluation of the project to the partner-university by e-mail.

Unfortunately, the Politecnico di Torino is not able to assist undergraduate students in carrying out their final projects.

DOUBLE DEGREE STUDENTS' LEARNING AGREEMENT

If you are a double degree/joint degree student you will only be allowed to follow the study plan of your field of study and cannot choose different subjects from different study plans (as described in the previous section).

If you do not hold a valid certificate, you are required to pass the Italian language exam before your graduation (the credits of the Italian language are considered as "extra" in your study plan). In particular:

- those who will be enrolled in a program completely taught in English must pass the exam of the level A2;
- those who will be enrolled in a program completely taught in Italian must pass the exam of the level B1.

You are required to achieve the IELTS certificate of English language with the minimum score of 5.0 or equivalent certificate before your graduation (credits of the English language are considered "extra" as for the Italian); for the Master of Science in Automotive Engineering the minimum score required is IELTS 5.5 or equivalent.



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Italian Certificate is free of charge at Politecnico whereas IELTS Certificate is not.

Further information can be found at the following link:

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ITALIAN LANGUAGE COURSE

During your study period at the Politecnico you can attend an Italian language course. Politecnico offers different levels of Italian language courses starting in the 1st and 2nd semesters.

After you have filled in the application form, if you if you declared that you know Italian, you will be asked to take an online Italian test. According to the score obtained at the online test, Politecnico will subsequently inform you about the most suitable Italian language course available on the Turin campus for your level.

Information about the Italian language courses and timetable will be widespread during the Welcome Orientation Meeting.

If you want, once that you register on the application form, you will be able to attend the Italian Language A1 level in streaming.

Please take notice that exchange students cannot take language courses other than Italian.

TUITION FEES

In general, students in the frame of an exchange programme are exempted from paying tuition fees and other expenses unless it is stated differently in the Bilateral Agreement.

Where the agreement between the Politecnico di Torino and your University states that exchange students pay tuition fees only at the home university, upon arrival in Turin, you will be charged ~161 euro for access to facilities and services such as:

- student canteens, computer and study rooms
- accident insurance in the Politecnico di Torino facilities
- copyright
- enrolment duty stamp