

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



POLITECNICO
MILANO 1863

POLITECNICO DI MILANO

THE RECTOR

HAVING REGARD to Article 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 Italian Law no. 168 of 09.05.1989 containing ‘Institution of the Ministry of the University and Scientific and Technological Research’, as amended;

HAVING REGARD to Law no. 118 of 30.03.1971 ‘Conversion into law of Decree-Law no. 5 of 30 January 1971 and new rules in favour of amputees and disabled citizens’, as amended;

HAVING REGARD to Law no. 241 of 07.08.1990 ‘New rules regarding administrative procedure and the right of access to administrative documents’, as amended;

HAVING REGARD to Italian Presidential Decree no. 445 of 28.12.2000 ‘Consolidated laws and regulations on administrative documentation’ as amended;

HAVING REGARD to Italian Law no. 240 of 30.12.2010. ‘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’ as amended;

HAVING REGARD to Prime Ministerial Decree of 09.04.2001 on ‘Equal treatment in the right to university studies’; HAVING REGARD to Legislative Decree no. 68 of 29.03.2012 ‘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 no. 240 of 30 December 2010, and in accordance with the guiding principles and criteria set out in paragraph 3, letter f) and paragraph 6’, as amended;

HAVING REGARD to Prime Ministerial Decree no. 159 of 05.12.2013 concerning the ‘Regulations on the revision of the methods of determination and the fields of application of the Equivalent Economic Situation Indicator (ISEE)’;

HAVING REGARD to Ministerial Decree of 07.11.2014 ‘Approval of the standard model of the Single Substitute Declaration for ISEE (Equivalent Economic Situation Indicator) purposes, of the certification, and of the relevant instructions for completion pursuant to article 10, paragraph 3, of President of the Council of Ministers Decree no 159 of 2013 December 2013’ as amended; HAVING REGARD to Law no. 232 of 11.12.2016 ‘State budget for financial year 2017 and multi-annual budget for the 2017-2019 three-year period’, and, specifically, Art. 1 - paragraphs 252 to 265;

HAVING REGARD to Ministerial Decree no. 234 of 26.06.2020 ‘Extension of total and partial exemption from the annual contribution - State universities’, as amended;

HAVING REGARD to Ministerial Decree no. 1320 of 17.12.2021 ‘Increase in the value of scholarships and eligibility requirements for diritto allo studio allowances as of Legislative Decree no. 68/2012 by way of application of Article 12 of Italian Decree Law no. 152 of 6.11.2021 ;

HAVING REGARD to Politecnico di Milano’s current Charter;

HAVING REGARD to the University’s Educational Rules and Regulations;

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 concerning the student fees, as amended;

HAVING OBTAINED the favourable opinion of the Student Council in the meeting of 13 June 2024;

HAVING OBTAINED the favourable opinions, expressed by the Academic Senate and the Board of Governors at their respective meetings on 17 and 25 June 2024, on the amendments made to the Regulations on student fees;

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

HEREBY DECREES

Article 1

- 1) For all the reasons expressed in the recitals, 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, 5031 of 09.07.2019, 5654 of 26.05.2020, 4763 of 03.06.2021, 5515 of 06.06.2022, and 9114 of 31.07.2023 is further amended as shown in the text provided in full below, together with the annexed tables which are an integral part of the Regulations themselves.
- 2) The changes introduced are marked in ***bold italics***.

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

REGULATION ON STUDENT FEES

TABLE OF CONTENTS

Article 1 - Subject matter and scope	4
Article 2 - Student fees	4
Article 3 - Amount of the annual all-inclusive contribution	4
Article 4 - Composition and payment methods of the contribution	5
Article 5 - Exemption under Law 232/2016, as amended and supplemented	5
Article 6 - Request for scaling of the all-inclusive contribution	6
Article 7 - ISEE (Equivalent Economic Situation Indicator)	6
Article 8 - Fees of students with income and assets abroad	7
Article 9 - Exemptions under Legislative Decree 68/2012 and Article 30 of Law 118/1971	7
Article 10 - Further exemptions	8
Article 11 - Special benefits	11
Article 12 - Specific contributions	12
Article 13 - Contribution for individual courses	13
Article 14 - Specialisation School	13
Article 15 - PhD programme	14
Article 16 - Political refugees	14
Article 17 - Acknowledgement	14
Article 18 - Withdrawal from studies and transfer to another University	14
Article 19 - Collection of amounts owed	15
Article 20 - Entry into force	15
Annexes	
<i>Table no. 1 - ISEE indicator values for determination of the Income Bracket</i>	16
<i>Table no. 2 - Amount of the all-inclusive contribution in relation to the Income Bracket</i>	16
<i>Table no. 3 - Full amounts for Laurea, single-cycle Laurea Magistrale and Laurea Magistrale courses for students who do not qualify for the benefits contemplated in Law 232/2016 as amended</i>	16
<i>Table no. 4.1 - Full exemption</i>	17
<i>Table no. 4.2 - Partial exemption</i>	17
<i>Table no. 4.3 - Reduced partial exemption</i>	17

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

Article 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 Academic Year 2024/2025 for all students on Laurea, single-cycle Laurea Magistrale, Laurea Magistrale, Master’s Degree courses and Degree courses pre-dating Ministerial Decree 509/99 as well as students enrolled in individual courses.
- 3) ***Students of the Specialisation school are subject solely to article 14.***
- 4) ***PhD students are subject solely to article 15.***

Article 2 Student fees

- 1) In accordance with Law 232/2016, students of Laurea, single-cycle Laurea Magistrale, Laurea Magistrale courses and of 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” ***except in the cases outlined in the articles below.***
- 2) In addition to the all-inclusive annual contribution, all students are required to pay 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 no. 549 of 28 December 1995 .
- 3) Additional contributions are also levied for services provided at the student’s request for individual needs, as well as to cover insurance costs.

Article 3 Amount of the annual all-inclusive contribution

- 1) The amount of the annual all-inclusive contribution is calculated taking into account the number of University Credits (ECTS) obtained and indicated in the student’s study plan.
- 2) The all-inclusive contribution will be proportional to the number of ECTS indicated in the study plan, as shown in the table below:

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 Article 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 contribution on the basis of the financial conditions of the student's family, which are ascertained by means of the ISEE (Equivalent Economic Situation Indicator) as per Prime Ministerial Decree 159/2013.

- 3) Students who are employed by the Public Administration (PA) ***can submit an application for the subsidy***; if accepted, they will pay a single all-inclusive contribution of € 1,000.00 (plus regional taxes, stamp duty and insurance). This contribution is fixed and does not depend on other elements of the educational career such as the ECTS % as mentioned in the paragraph above and the provisions of articles 5, 6, 9, 10 and 11 below.

The subsidy is granted for the full normal duration of the programme the student is enrolled in, plus one year.

For the students enrolled in the Laurea On Line course only, this all-inclusive contribution will be added to that, also at a discounted rate, of € 1,000.00 for the use of the platform and the dedicated

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

tutoring service.

The decision to pay the special all-inclusive contribution is automatically renewed, barring cases of specifically requested revocation *or termination of the student’s employment with the PA*, in the subsequent academic years.

Article 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 suspension of the provision of the educational and administrative services*** and the application of progressive surcharges due to late payment.
- 2) The first instalment can be broken down into the following items:
 - regional tax;
 - stamp duty for application for enrolment in the academic year;
 - insurance;
 - first instalment of the all-inclusive contribution;
 - specific IOL contribution for students of the Laurea On Line only;
 - any surcharges due;
 - any past contributions nor paid.

Payment of the first instalment is a necessary condition for correct enrolment in the academic year. ***Students who do not pay the first instalment cannot make use of the educational and administrative services.***

The second instalment, ***if due***, can be broken down into the following items:

- balance of the all-inclusive contribution;
- specific IOL contribution for students of the Laurea On Line only;
- any surcharges due;
- any past contributions nor paid.

Students who do not pay the second instalment cannot make use of the educational and administrative services in the second term to which such instalment refers.

The above-mentioned services will be made available again after the payment has been made.

Without prejudice to the above, the second instalment is due also in the case of withdrawal from the course or transfer to another University, as indicated in article 18, if this takes place when the second term has already started.

Payment is to be made using the methods decided by the university. The contribution may not be split into further instalments.

The full amounts for Laurea, single-cycle Laurea Magistrale and Laurea Magistrale courses, pursuant to Article 3 paragraph 2, are shown in Tables 3, 4.1, 4.2 and 4.3.

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

Article 5

Exemption under Law 232/2016, as amended and supplemented

- 1) Full exemption - In accordance with Law 232/2016 *as amended*, 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 **€ 22,000.00**;
 - b) enrolment in a programme for a number of academic years which is less than or equal to the normal duration of the study programme, increased by one year (four-year Laurea; three-year Laurea Magistral; six-year Single Cycle Laurea Magistrale);
 - c) in the case of enrolment in the second academic year: gaining at least 10 ECTS by 10 August of the first year; in the case of enrolment in subsequent academic years: gaining at least 25 ECTS in the twelve months prior to the 10 August preceding the relative enrolment.

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

- 2) Pursuant to Law 232/2016, *as amended, and resolution of the Board of Governors of 28 September 2021*, for students belonging to a family whose ISEE is between **€ 22,001.00** and € 30,000.00 and who meet both the requirements of paragraph 5.1, letters b) and c) above, the all-inclusive annual fee *will be scaled as shown in Table 4.2*.

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 the student belongs to a family whose ISEE is between **€ 22,001.00** and € 30,000.00 inclusive.

- 3) Partial reduced exemption - *Pursuant to Law 232/2016 as amended and resolution of the Board of Governors of 28 September 2021*, for students belonging to a family whose ISEE is equal to or less than € 30,000.00 and who meet the requirement of paragraph 5.1, letter c), but not that of letter b) of the same paragraph, the all-inclusive annual fee *will be scaled as shown in Table 4.3*.

The value is rounded down to the nearest Euro.

Article 6

Request for scaling of the all-inclusive contribution

- 1) Students who do not meet the requirements of Article 5 may request the scaling of the all-inclusive contribution by presenting, by the established deadline, the ISEE certification whose value determines classification under one of the eight income brackets as per Table no. 1, attached to this Regulation.
- 2) There is a reduction in the amount of the all-inclusive contribution for each income bracket as shown in Table no. 2, attached to this Regulation. No reduction of the all-inclusive contribution will 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 will be granted.

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

Article 7 ISEE (Equivalent Economic Situation Indicator)

- 1) The students described in Article 5 enrolling for the first time with 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 certificate 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 Article 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 certificate is not submitted, no reduction in the all-inclusive contribution will be granted.
- 3) Students who are enrolling for the first time at Politecnico di Milano and who fail to produce an ISEE certificate before enrolment must pay the first instalment in full. However, it will be possible to submit a certificate relating to the calendar year of issue of the second instalment, which may result, depending on its content:
 - in the granting of the full exemption under Article 5, thus triggering a refund of the amount paid;
 - in the granting of a partial exemption under Article 5, thus triggering the payment of any refund and/or balance, if due;
 - in the 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 a provisional amount for the first instalment will be calculated on the basis of this, with the system described above being applied.
- 5) If no valid ISEE indicator is submitted, no reduction in the all-inclusive contribution will be granted.
- 6) The ISEE value is rounded up to the higher Euro if the decimal fraction is equal to or greater than € 0.50, and rounded down if lower.

Article 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 the family they belong to is inapplicable, in accordance with article 8, paragraph 5, of the Regulations 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, single-cycle Laurea Magistrale and Laurea Magistrale courses can apply, using the same procedure as Italian students, for the scaling of the all-inclusive contribution, using the equivalent ISEEU, to be issued solely and exclusively by the CAFs (Tax Assistance Centre) specified by Politecnico di Milano.

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

- 4) Students of Laurea Magistrale courses with non-EU citizenship and *residence permit for study purposes* 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) Students arriving on 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.
- 6) The equivalent ISEEU value is rounded up to the higher Euro if the decimal fraction is equal to or greater than € 0.50, and rounded down if lower.
- 7) The equivalent ISEEU cannot be used to request partial or full exemption (Law 232/2016 as amended) as of Article 5.

Article 9

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

- 1) In accordance with Legislative Decree 68/2012, article 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) Pursuant to article 30 of Law 118/1971, Politecnico di Milano provides for a full exemption from payment of the all-inclusive contribution, *the regional tax and stamp duty* for the following categories of students:
 - a) amputees and disabled citizens who have suffered a reduction of more than two-thirds of their capacity to work,
 - b) children of recipients of a disability pension,
 - c) war orphans, amputees and invalids of war, blind citizens, amputees and invalids of work or service, and their children.
- 3) For the exemptions referred to in paragraph 1, point a) and paragraph 2 of this article, students are required to submit a specific application in the way indicated on www.polimi.it, and within the deadlines established by the University and in any case by the time the degree is awarded.

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

Article 10

Further exemptions

- 1) Politecnico di Milano provides for a full exemption for the following categories of students:
 - a) *Students of Laurea, single-cycle Laurea Magistrale and Laurea Magistrale courses of particularly high merit.*
 - b) *students with young children;*
 - c) *student who also work, students performing civil service, voluntary civil or military service in Italy, for a period of at least six months during the calendar year in which the academic year starts;*
 - d) *siblings enrolling simultaneously;*
 - e) **Politecnico di Milano employees' children;**
 - f) *students on a Double Degree programme;*
 - g) *students on a course at the Alta Scuola Politecnica (ASP);*
 - h) *students taking part in programmes organised in partnership with other universities;*
 - i) *international students who are recipients of a scholarship from Politecnico di Milano or other institutions.*
- 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 a) to e), students are required to submit a specific application in the manner and by the deadline established by the university; for exemption categories f), g) h) and i), 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, except for 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 ceiling, the amounts shall be reduced by an appropriate percentage.
- 6) Students cannot be exempted from the specific contribution for the Laurea On Line.

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

1a) Students of Laurea, single-cycle Laurea Magistrale and Laurea Magistrale courses of particularly high merit.

Exemption for merit is granted based on the results achieved in the previous academic year, **with reference to the study plan approved for such 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
Laurea	2	50 ECTS on 30 November; exam average score	50% with $27/30 \leq \text{average} < 29/30$
	3	110 ECTS on 30 November; exam average score	100% with $\text{average} \geq 29/30$
Single-cycle Laurea Magistrale	2	48 ECTS on November 30; exam average score	50% with $27/30 \leq \text{average} < 29/30$
	3	108 ECTS on 30 November; exam average score	
	4	165 ECTS on 30 November; exam average score	100% with $\text{average} \geq 29/30$
	5	222 ECTS on 30 November; exam average score	
Laurea Magistrale	1	Laurea final grade for graduates from other Italian universities	50% with $\text{grade} = 110/110$
		Exam average score in the Laurea exam for graduates from Politecnico di Milano	100% with $\text{grade} = 110/110 \text{ cum laude}$
	2	For students enrolled in the first semester, 50 ECTS on November 30; exam average score	50% with $27/30 \leq \text{average} < 29/30$

		For students enrolled in the second semester, 25 ECTS on November 30; exam average score	100% with average $\geq 29/30$
--	--	--	--------------------------------

For students belonging to any contribution bracket above the fourth, the exemption will be equal to that of 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, with scores expressed in thirtieths, 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 to calculate the minimum ECTS required, extra exams as well as study plan entries such as internships, final exams and equivalent considered as such by the study plan approved for the previous academic year will 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 withdrawal or forfeiture, the year in which the study programme is changed or re-enrolment is made is taken into consideration. In both cases, ECTS related to any 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, it is a necessary requisite for the student's first university enrolment in a three-year Laurea at the Politecnico di Milano or another Italian university **or an AFAM course** to have taken place three academic years before the current academic year, **to be documented by self-certification showing graduation grade and date of first enrolment.**

1b) Students with young 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 on the ISEE or equivalent ISEEU, and for those belonging to a contribution bracket higher than the fourth, the share of exemption will be calculated as 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 as an amount equal to that envisaged for the fourth contribution bracket.

1c) students who work, students performing civil service, voluntary civil or military service in Italy, for a period of at least six months during the calendar year in which the academic year starts;

Students who work and students performing civil or voluntary military service, in Italy, and enrolled for the first time on a course, may not submit an application for exemption, except for those students who re-register after the discontinuation or expiry of courses at the Politecnico di Milano. In all cases, exemption is granted only if they have passed at least one exam in the calendar year in which the academic year starts; extra exams as well as study plan entries such as internships, final exams and equivalent are not taken into consideration.

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

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

- I. employees with a minimum of 18 working hours a week;
- II. self-employed workers, having a VAT number with income from work of not less than € 9,000.00 gross, as shown in the documentation certifying the activity carried out **in the first year of the academic year**.
- III. employed as a contractor with a minimum weekly commitment of 18 hours and/or with an earned income of not less than € 9,000.00 gross during the calendar year at the beginning of the academic year.
- IV. civil service and civil and military service providers. The exemption will be granted only once over the period of the university career.

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

For students belonging to any contribution bracket above the fourth, the exemption will be equal to that of the fourth contribution bracket.

1d) siblings enrolling simultaneously;

Students with siblings belonging to the same family as per a valid ISEE certificate and enrolling at the same time (in the same academic year) in a Laurea, single-cycle Laurea Magistrale or 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.

The exemption will not be granted to students as of article 5.

1e) Politecnico di Milano employees' children;

Students who are the children of teachers or administrative technical personnel, either fixed-term or open-ended, of Politecnico di Milano, enrolled in a Laurea, single-cycle Laurea Magistrale or Laurea Magistrale course, may apply for a subsidy of up to a maximum of € 350.00 to cover the payment of the all-inclusive contribution due. Employee status must be valid at the time of application for the subsidy.

If the contribution due is less than € 350.00, such contribution will not be due. However, payment of regional tax, stamp duty and insurance is always due. The subsidy is granted for the full normal duration of the programme the student is enrolled in, plus one year.

1f) Students undertaking a combined 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 just one additional year.

For students taking part in Double Laurea Magistrale programmes funded by the European Union in which the contribution is partially covered by the funding that Politecnico di Milano receives from the Consortium in which it participates, in the first two years of enrolment students are exempt for any excess, subject to the payment of regional tax, stamp duty and insurance unless otherwise provided for by the program.

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.

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

1g) Students taking part in a programme at the Alta Scuola Politecnica

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.

1h) Students taking part in programmes organised in partnership with other universities

Students participating in the UIC - University of Illinois at Chicago programme, in the second year only, are still required to register and are fully exempt from the payment of the all-inclusive fee (subject, however, to payment of regional tax, stamp duty and insurance).

1i) International students who are recipients of a scholarship from Politecnico di Milano or other institutions.

International Laurea Magistrale students who receive 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 one of the aforesaid scholarships 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.

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

Article 11 Special benefits

- 1) Politecnico di Milano provides financial concessions for students who have been enrolled for a number of academic years at least equal to the normal duration of their course of study, who need to enrol for an additional academic year and who graduate by the date corresponding to the last graduation call of the previous academic year; for these students, the amount of the all-inclusive contribution (taking into account the number of ECTS included in the study plan) will be 50% of the amount due.
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.
This benefit will not be granted in the event of the submission of a study plan for the following academic year that includes extra courses.
In the case of submission of a study plan without any additional ECTS compared to the previous academic year's study plan and without acquiring any ECTS for attendance, i.e. only in cases of elimination of extra courses, or of changes to the status of certain courses from "actual" to "extra" and/or vice versa, the all-inclusive contribution is not due (subject, however, to the payment of regional tax, stamp duty and insurance).
If students do not graduate within the above deadlines, they must pay the remaining part of the all-inclusive contribution due.
- 2) Politecnico di Milano provides financial concessions for students ***enrolled for a number of academic years at least equal to the normal duration of the programme***, who need to enrol in an additional academic year, with a complete study plan for the previous academic year, ***who do not make any changes in the additional year*** and who take all the examinations, including any extra courses and internships, in the previous academic year's calls and who graduate in calls subsequent to the last graduation session of the previous academic year; for these students, the all-inclusive contribution will be equal to 25% of the amount due and, if they are enrolled in the online IT degree course, they shall also be exempt from the fee for the use of the relevant platform.
- 3) In the case of simultaneous eligibility for other exemptions as of article 10 and special benefits as of paragraphs 1 and 2 of this article, only the most advantageous benefit for the student will be granted.
- 4) ***Students enrolled in a Laurea course at Politecnico di Milano who submit a certificate of knowledge of the English language qualifying them for admission to a Laurea Magistrale, will obtain a lump sum contribution of € 100.00, to be adjusted against any amounts owed following enrolment in a Politecnico di Milano Laurea Magistrale course.*** The certification must have been obtained no earlier than 1 January of the calendar year of entry to the Laurea course at Politecnico di Milano and before the end of their studies.
- 5) The lump sum contribution will not be attributed to enrolled students who withdraw from their studies.

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

Article 12 Specific contributions

- 1) The following contributions are made for specific individual requests submitted by the student.
- Fee for the costs of issuing a duplicate of the degree parchment of € 120.00 (including stamp duty on the application and the parchment, as well as reproduction costs). 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 for an 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.
 - Fee for application for admission to the Laurea Magistrale for students with a foreign qualification, to be paid in advance and quantified at € 50.00 in the first application period and **€ 150.00 in the second application period as defined by the admission process**. This fee cannot be refunded.
 - Fee for acceptance of admission to the Laurea Magistrale for students with foreign qualification, reimbursed or off-set by the amount due for the second instalment and quantified as € 167.04. This fee will not be refunded in the case 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 by students taking courses in online mode, as provided for by the Laurea course in Engineering of Computing Systems, for a value of € 1,500.00, to be paid in addition to the required instalments of the contribution: € 1,000.00 together with the first instalment and € 500.00 together with the second.
 - Contribution for registration in a graduation call, for a value of € 62.00 for the first registration, including two revenue stamps. In the event of enrolment in a graduation call which is not followed by the completion of studies, only the stamp duty for the enrolment application will be requested for subsequent enrolments.
 - Enrolment fee for Tests and other entrance tests: the amount differs depending on 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. No reimbursement is envisaged, unless Politecnico di Milano was unable to guarantee the performance of the test/exam.
 - Gradual increase for late payment of the contribution instalments as follows (the due dates of the payment instalments are defined in the calendar of the academic year):

Surcharge	Time of late payment
€ 50.00	from the day after the deadline and up to 30 days
€ 80.00	from 31 to 60 days
€ 110.00	from 61 days onwards

- Surcharge of € 200.00 for late submission of the request for allocation of a bracket other than the maximum bracket. It is the student’s responsibility to submit an application for allocation of a bracket other than the maximum bracket in the Online Services of Politecnico di Milano **by the deadline set each year by the University**. 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 reference 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, or late enrolment. An application for admission to the Laurea Magistrale 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.

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

Article 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.

Article 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; € 11.04;
- 2) Politecnico di Milano requests payment of the contribution in two instalments of 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 in each academic year;
 - the second instalment is to be paid by 30 April of each academic year.
- 3) For students enrolled as repeating students, there is a fixed annual all-inclusive contribution, to be paid in a single instalment at the time of enrolment in the academic year, based upon the ECTS still to be obtained:
 - from 1 to 16 ECTS, students lacking 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 has been received. Payment is to be made using the methods decided by the university. The contribution may not be split 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 made online and/or on paper).

Article 15 PhD programme

- 1) ***PhD candidates enrolling in a PhD programme are required to pay the following amounts on enrolment and for each year of enrolment:***
 - ***regional tax: € 140.00***
 - ***stamp duty; € 16.00***
 - ***insurance; € 11.04***
- 2) ***At the time of enrolment for the final exam they are required to pay:***
 - ***stamp duty (application and degree parchment) € 32.00***
- 3) ***In the case of entry to the subsequent years following application to transfer to another university they are required to pay:***
 - ***stamp duty; € 16.00***
 - ***administrative fees: € 60.00***
- 4) ***Students who leave following application to transfer to another university are required to pay:***
 - ***stamp duty; € 16.00***
 - ***administrative fees: € 30.00***

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

Article 16 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 status, are exonerated from submitting the Single Substitute Declaration (equivalent ISEEU) and are placed in contribution bracket 1 for the entire normal duration of the study programme on which they are enrolled.
- 2) Instead, in the case of income and/or assets held in Italy, they must obtain a University ISEE Certification, **for the exemption as of 232/2016 as amended pursuant to article 5 above or the scaling of the all-inclusive contribution as of article 6 above.**

Article 17 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.

Article 18 Withdrawal from studies and transfer to another University

- 1) Students who renounce their studies **or who transfer to another university** must settle any past contributions not collected, even if they have not used any services, before formalising their application.
- 2) Students who have recently enrolled in a Laurea, single-cycle Laurea Magistrale or 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 and insurance.
- 3) Students enrolled in a Laurea, single-cycle Laurea Magistrale or Laurea Magistrale course who have paid the first instalment and renounce their studies **or request transfer to another University** are not required to pay the second instalment only if the renounce/**transfer** request is submitted before the start of lectures for the second semester according to the academic year calendar.
- 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 using the specific form. The withdrawal is irrevocable and does not give any entitlement to the return of any fees already paid.

Article 19 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 services they have received**. In order to have this block removed, the student is required to settle their position by paying the contribution or any debts owed by the deadlines established for enrolment in the graduation call.

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

**Article 20
Entry into force**

- 1) This Regulation enters into force for all students starting from academic year **2024/2025**.
- 2) The tables attached to these Regulations are decided annually by the Academic Senate and the Board of Governors.
- 3) This Regulation is issued by Rector’s Decree and published on the University’s website <http://www.normativa.polimi.it>.

RECTOR
Prof.ssa Donatella Sciuto

Signed digitally under the Digital Administration Code as amended.

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

Annexes

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, single-cycle Laurea Magistrale and Laurea Magistrale courses for students who are not eligible for the benefits under Law 232/2016 as amended

Instalment I

Regional tax	€ 140.00
Stamp duty	€ 16.00
Insurance	€ 11.04
Advance payment of the contribution	€ 723.00
Advance payment for IOL	€1,000.00

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
----------------	----------

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

Tables no. 4.1, 4.2 and 4.3 - Full amounts for Laurea, single-cycle Laurea Magistrale courses and Laurea Magistrale courses for students who are eligible for the benefits under Law 232/2016 as amended

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

Instalment I

Regional tax	€ 140.00
Stamp duty	€ 16.00
Insurance	€ 11.04
Advance payment of the contribution	€ 0.00
Advance payment for IOL	€1,000.00

Instalment II

Balance of contribution	€ 0.00
Balance of IOL	€ 500.00

Table no. 4.2 - Partial exemption (see article 5.2)

Instalment I

Regional tax	€ 140.00
Stamp duty	€ 16.00
Insurance	€ 11.04
Advance payment of the contribution	Equivalent Economic Situation Indicator (ISEE) from € 22.001 to € 24,000 (ISEE - 22.000)/12,9870 Equivalent Economic Situation Indicator (ISEE) from € 24.001 to € 26,000 (ISEE - 24.000)/6,6445 + 154 Equivalent Economic Situation Indicator (ISEE) from € 26.001 to € 30,000 (ISEE - 26.000)/6,4935 + 455 max. € 723.00
Advance payment for IOL	€1,000.00

Instalment II

Balance of contribution	Equivalent Economic Situation Indicator (ISEE) from € 22.001 to € 27,740 € 0 Equivalent Economic Situation Indicator (ISEE) from € 27.741 to € 30,000 (ISEE - 26.000)/6,4935 + 455 - advance contribution
Balance of IOL	€ 500.00

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 article 5.3)

Instalment I

Regional tax	€ 140.00
Stamp duty	€ 16.00
Insurance	€ 11.04
Advance payment of the contribution	Equivalent Economic Situation Indicator (ISEE) from € 22,001 to € 24,000: $[(\text{ISEE} - 22.000)/12,9870] * 1.5$ Equivalent Economic Situation Indicator (ISEE) from € 24,001 to € 26,000: $[(\text{ISEE} - 24.000)/6,6445 + 154] * 1.5$ Equivalent Economic Situation Indicator (ISEE) from € 26,001 to € 30,000: $[(\text{ISEE} - 26.000)/6,4935 + 455] * 1.5$ min. € 200.00; max. € 723.00
Advance payment for IOL	€1,000.00

Instalment II

Balance of contribution	Equivalent Economic Situation Indicator (ISEE) from € 22.001 to € 26,175: € 0 Equivalent Economic Situation Indicator (ISEE) from € 26.176 to € 30.000: $[(\text{ISEE} - 26.000)/6,4935 + 455] * 1.5$ - advance payment of the contribution max. € 1,474.00
Balance of IOL	€ 500.00

Table no. 5 - Amounts due for individual courses (see Article 13)

ECTS	%	Instalment I	Instalment II	Total
up to 32	50	€ 890,04	€ 0.00	€ 890,04
from 33 to 45	75	€ 890,04	€ 450,96	€ 1.341,00
from 46 to 74	100	€ 890,04	€ 897,96	€ 1,788.00
from 75 to 80	130	€ 890,04	€ 1,434.36	€ 2,324.40