



**POLITECNICO**  
MILANO 1863

Decree Index no 5772/2017 Prot. no. 88510

Date 29/09/2017

Title III Class 12.24

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**HAVING REGARD TO** the Decree of the President of the Republic no. 445, issued on 28 December 2000;

**HAVING REGARD TO** articles 2 and 12 of the Decree of the President of the Council of Ministers issued on 9 April 2001, "Uniformità di trattamento sul diritto agli studi universitari" [uniformity of treatment regarding the right to university education] under art. 4 of Law 2 December 1991 no. 390;

**HAVING REGARD TO** the Regulations for Administration, Finance and Accounting, issued with Rectoral Decree no. 828 of 14/03/2014, and specifically Art. 75 and 79;

**HAVING REGARD TO** the proposal "Remodulation of the Merit Fund" approved by the Board of Governors, dated 22/07/2014;

**HAVING REGARD TO** the additional economic support by the School of Industrial and Information Engineering to encourage the international mobility for the School students;

**HAVING REGARD TO** the resolution of the Board of Governors on 26/09/2017;

#### **HEREBY DECREES**

the issue of the call for applications for **40** "Tesi all'estero" [Theses abroad] scholarships for the academic year 2017/2018 - first call.

N.7 additional scholarships will be exclusively assigned to students of the School of Industrial and Information Engineering that will be eligible in the final ranking list, but not winner of the scholarship even after the possible list scroll.

N.3 additional scholarships will be exclusively assigned to students of the School of Architecture Urban Planning Construction Engineering that will be eligible in the final ranking list, but not winner of the scholarship even after the possible list scroll.

#### **art. 1**

#### **Recipients and features of the scholarships**

The competition is open to Politecnico di Milano students duly enrolled, no later than the deadline of this call, for the academic year 2017/2018, in the Laurea Magistrale (equivalent to a Master of Science) in Engineering, Architecture and Design and in the single-cycle Laurea Magistrale (equivalent to a Master of Science) in Building Engineering/Architecture, who have decided and agreed with the supervisor to develop part of their graduation thesis abroad at Community, supranational or international institutions, bodies or enterprises. The competition is also open to students who are about to graduate, who are thus not required to register for the academic year 2017/2018 and who have paid all their tuition fees.



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The scholarships (€ **2,000.00** each, before tax) for a period abroad of at least 8 consecutive weeks, are supplemented by a contribution to travel expenses equal to € 200.00 for EU countries and € 500.00 for non-EU countries.

A further increase, up to € 1,500.00, is available as follows:

- for at least 16 consecutive weeks: € 500.00
- for at least 20 consecutive weeks: €1,000.00
- for at least 24 consecutive weeks: €1,500.00

The said sums **are before tax and inclusive of the taxes** owed by the Politecnico di Milano.

**ATTENTION: if the period spent abroad will overlap** fully or in part **to the period of using DSU scholarship and/or the International Mobility contributions** for the same location and/or same period, **it will not be possible to take advantage of both scholarships** because they cannot be added and it will be applied what specified at art.5 of the call.

#### **art. 2**

#### **Admission requirements**

Applications are welcome from students enrolled in the Laurea Magistrale (equivalent to a Master of Science) as from the academic year 2015/2016 and students enrolled in the single-cycle Laurea Magistrale (equivalent to a Master of Science) as from the academic year 2012/2013.

Applicants must possess the following requirements by the closing date of this call:

- at least 48 ECTS that can be used for graduation purposes, duly registered in their academic records, in case of students enrolled in the Laurea Magistrale (equivalent to a Master of Science);
- at least 230 ECTS that can be used for graduation purposes, duly registered in their academic records, in case of students enrolled in the single-cycle Laurea Magistrale (equivalent to a Master of Science);
- weighted exam score average, duly registered, of at least 26/30.

#### **art. 3**

#### **Participation procedures**

Applicants must submit their request for participation through the specific section in the Online Services [www.polimi.it/onlineservices](http://www.polimi.it/onlineservices) (Benefits and Agreements > Call for economic benefit) **no later than 12.00 noon (Italian time) on 7 November 2017.**

Applicants must attach, in PDF format, through the specific procedure:

1. curriculum vitae;
2. motivation letter (no more than 1 page);
3. general description of their thesis, specifying the period abroad, countersigned by the supervisor of the Politecnico di Milano (use only the form provided);



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4. declaration signed by foreign representative (supervisor at host university) attesting availability to receive the student to carry out project activities (use only the form provided);
5. declaration signed by the supervisor of the Politecnico di Milano, illustrating the objectives of the work and the need for the student to spend/have spent time abroad to develop his/her graduation thesis.

The files must be named as Surname-Name-Type of document.pdf (for example Rossi-Mario-CV.pdf)

The application is complete with the submission of the request for participation in this call for applications and implies the acceptance of its rules and regulations. Applicants are responsible for checking the procedure is properly completed.

Once the application has been completed and submitted it may no longer be changed. Applicants will be allowed to delete the request and submit it again (ex novo) before the deadline.

Failure to complete the application or to submit it means applicants will be excluded from the selection process.

Forms **MUST NOT** be filled in BY HAND.

#### **art. 4** **Judging Panel**

The scholarships will be awarded by a Judging Panel designated after the expiration date of the call by a Decree of the Manager.

A first applicant ranking list will be prepared according to the following elements, in order of priority:

1. academic year of enrolment, giving priority to applicants with a regular course of study at the time of enrolment in the academic year 2017/2018;
2. average mark obtained in exams that can be used for graduation purposes, duly registered in the academic records by the closing date of the call;
3. the highest number of ECTS that can be used for graduation purposes, duly registered in the academic records by the closing date of the call (180 ECTS will be deducted in case of the single-cycle Laurea Magistrale, equivalent to a Master of Science, so as to bring the ECTS calculation to the same starting level).

The Judging Panel will carry out a second selection **on the first ninety** applicants in the ranking list, assessing the original quality and validity of their project based on the general description of their thesis and the other documents submitted.

In particular, a score will be assigned to:

- importance of the expected results;
- cultural-technical-scientific value of the activities to be carried out;
- implications of the thesis for a wider international collaboration project;



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- general assessment of the sustainability of the idea behind the thesis;
- other career elements already used when creating the first ranking list.

At the end of the evaluation, the Judging Panel will prepare the final ranking list of the winners of the scholarship and of the students eligible therefor.

All the scholarships of this competition or part of them could not be assigned, in the event that all or part of the candidates will not be considered eligible.

The ranking lists will be published on the University's web site in the section entitled: <https://www.polimi.it/en/students/financial-aid/other-scholarships-and-graduation-awards/>

#### **art. 5** **General Rules**

**Renunciation:** if a winner renounces the scholarship, it will be awarded to the next highest ranking, eligible applicant in the ranking list.

**Cumulability:** the “Tesi all'estero” scholarship **cannot be added to:**

- the **International Mobility scholarship and any other contributions received for the same location and the same period spent abroad;**
- the **financial benefits of the DSU scholarship received for the same period spent abroad;**
- **other financial benefits for mobility** financed by any other structure of the University or other body.
- **other contributions and aids granted by the receiving body/company** for the same period and the same institution.
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**Award:** the sum awarded will be paid **in two instalments**. **The first instalment** (€ 1,000.00 before tax plus the contribution to travel expenses), **will be paid no later than 70 days from the publication of the student ranking list.**

Winners will be informed of the scholarship award via an e-mail sent to their university e-mail address after the publication of the student ranking list. **No later than 10 days** from receiving the e-mail, the winners must sign for **acceptance** and send the specific forms they will find attached to the award e-mail. The scholarship will not be granted in case of changes to the thesis supervisor, the receiving institution/body or the thesis project.

**The balance will be paid upon presentation of the report on the work carried out abroad**, countersigned by the supervisor and by the contact person of the receiving institution in accordance with the form provided, including any documents certifying the actual duration of the period abroad and a copy of the travel documents. These documents must be **delivered at the end of the experience and**, in any case, **no later than graduation**, or else students will lose their right to payment of the balance of the scholarship.



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The balance will be paid only after checking that the winner is not the recipient of other financial benefits for the period spent abroad. If this is the case, the reimbursement of the first instalment and of the contribution to travel expenses will be claimed.

**Reimbursement:** if the student does not spend a period abroad as indicated in art. 1 of this call and if changes are introduced to the thesis supervisor, the receiving institution/body or the thesis project, the first instalment of the scholarship and the contribution to travel expenses must be reimbursed.

**Taxation:** the prize awarded is subject to the current laws governing the taxation of scholarships. For taxation purposes, the sum paid for the scholarship is to be treated as **income comparable to income from employment. The tax due by the Politecnico di Milano is IRAP (equal to 8.5% of the value of the scholarship).**

#### **art. 6**

#### **Processing of personal data**

Pursuant to Lgs. D. 196/2003, the Undergraduate and Graduate Student Service (the Data Controller of the supplied personal data), guarantees that the data will be used only to fulfil the obligations related to this procedure.

#### **art. 7**

#### **Manager of the procedure**

Pursuant to Art. 5 of Law no. 241 issued on 7 August 1990, the Manager of the Procedure for this call for applications is Ms Rossella Magni.

For information: ***borse-tesiestero@polimi.it***

Milan, 29/09/2017

The Manager  
Area Servizi agli Studenti e ai Dottorandi  
Ms Assunta Marrese

This document is digitally signed according to the Italian law (CAD – D. Lgs 82/2005 e s.m. e i., art. 21 c.1.2)