CALL FOR APPLICATIONS

15th cycle

For Italian and international students

(EU and extra-EU nationals)

“Alta Scuola Politecnica”

Politecnico di Torino - Academic Year 2018/19

(Annex “A”- Executive Decision of the Head of the Division of Student Affairs no. 936/2018)
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1. ASP AT A GLANCE

Born as a joint venture between Politecnico di Torino (PoliTo) and Politecnico di Milano (PoliMi), Alta Scuola Politecnica (ASP) is a school for high achieving students, who have a passion for innovation and wish to develop their potential in a multidisciplinary community. ASP is an additional advanced programme for Engineers, Architects and Designers which runs parallel with the Master’s degree programmes offered by PoliTo and PoliMi.

The ASP study plan consists of two elements: Courses and Multidisciplinary Projects.

ASP Courses are held in the form of one-week Intensive Schools taught by renowned professors from Italian and international institutions: Winter, Spring and Summer School. Students attend a total of 4 ASP Courses over the two-year programme, addressing topics such as the logic of modelling, creativity and sustainability, economics, management and ethical and socio-political aspects of innovation.

ASP Multidisciplinary Projects are focused on real-world problems (e.g. infrastructures for high-speed trains, nanotechnology applications for healthcare, localization and design of congress centers, information systems for tracing hazardous materials, etc.) proposed by PoliMi and PoliTo professors in cooperation with businesses, public administrations and research institutions. Project teams are multidisciplinary and are made up of 6-8 students from different degree programmes, under the supervision of tutors selected from among the ASP Faculty and the experts of the supporting institutions.

At the end of the programme ASP students are awarded both an ASP Diploma and a Double Degree from PoliMi and PoliTo. The official ASP language is English.

Each year ASP admits up to a maximum of 150 students, 90 at PoliMi and 60 at PoliTo.

2. WHO CAN ENROL

The selection process is carried out separately at PoliMi and PoliTo. For this reason candidates must apply for the ASP programme directly at the university where they intend to enrol.

The ASP programme is intended for EU and extra-EU students with a Bachelor’s degree awarded by an Italian university or an accredited foreign university granting access to a Master’s degree programme (Laurea Magistrale).

If students are enrolled in a 5 or 6-year degree programme, they are required to have a minimum period of education of 15 years in order to be admitted to a Master’s degree programme. At least 3 years of previous education must be at university level, where they must have earned minimum 180 credits (ECTS) or equivalent.

Students taking part in a mobility programme can apply for the ASP programme only if they are enrolled in a 24-month double degree programme.

The offer of admission to ASP is only valid for students who enrol in a PoliTo Master’s degree programme for academic year 2018/19 in first semester according to the deadlines for the enrolment in each Master’s degree programme (see the Student Guide 2018/19).
3. ADMISSION REQUIREMENTS
The admission requirements are the following:

1. Academic performance

   **For Italian university graduates**

   - A Bachelor’s degree (see paragraph 2) granting access to a Master’s degree programme at PoliTo, obtained before the deadline for enrolment in a Master’s degree programme in first semester of academic year 2018/2019 (see the Student Guide 2018/19). Students must have earned their Bachelor’s degree on a standard timeline (3 years);

   - A minimum weighted average grade of Bachelor’s exams equal to or greater than 27,00/30 (calculated on all Bachelor’s exam grades):

     **Weighted average grade:** exam grades multiplied by course credits
     \[(\text{Grade}_1 \times \text{Credits}_1) + (\text{Grade}_2 \times \text{Credits}_2) + \ldots + (\text{Grade}_n \times \text{Credits}_n)\]
     \[(\text{Credits}_1 + \text{Credits}_2 + \ldots + \text{Credits}_n);\]

   **For non-Italian university graduates**

   - A Bachelor’s degree or equivalent academic qualification (see paragraph 2) granting access to a Master’s degree programme at PoliTo, obtained before the deadline for enrolment in a Master’s degree programme in first semester of academic year 2018/2019 (see the Student Guide 2018/19)

   - Valid GRE® General Test (5 years since the test date) passed by the candidate before the application deadline.

   **ASP established a minimum score for each test section:**
   - Verbal Reasoning: 156
   - Quantitative Reasoning: 157
   - Analytical Writing: 3.5

   **Candidates must have reached the minimum score in at least one of the three test sections.**

2. English language certificate

IELTS certificate (International English Language Testing System) – minimum score: 5.5

The list of certificates accepted by Politecnico in substitution for IELTS 5.5 is available at [https://didattica.polito.it/ASP/pdf/allegato_1_INGLESE_2018_19_ENG.pdf](https://didattica.polito.it/ASP/pdf/allegato_1_INGLESE_2018_19_ENG.pdf)

Candidates can be exempted from having an IELTS 5.5 certificate if, upon enrolment, they provide a stamped declaration/certificate written on official letter headed paper, which certifies that:
a) candidates have attended at least one school year at high school in which the medium of instruction is English. In this case the school must issue a certificate stating that “The medium of instruction is English”.

b) candidates have a foreign high school diploma which is recognized by the Italian Ministry of Education and Research as equivalent to the Italian high school diploma (diploma di maturità), or have a higher qualification awarded by a higher education institution in which the medium of instruction is English. In both cases the school must issue a certificate stating that “The medium of instruction is English”.

With regard to points “a” and “b”, please note that diplomas awarded by high schools in the USA, UK, Canada, Ireland, Australia and New Zealand do not need to include the phrase “The medium of instruction is English”.

4. APPLICATION PROCESS

Applications must be submitted by October 31st, 2018 - h 12:00 p.m. (Italian time) using the online application form (http://apply.polito.it/).

ASP students are selected from among the candidates who have successfully completed and submitted their online application form.

Compulsory documents which must be uploaded to the online application form, exclusively in English or Italian (please note that the motivation letter must be written in English):

- **for Italian university graduates:** “self-certificate” of the Bachelor’s degree ("dichiarazione sostitutiva di certificazione" ai sensi dell'art. 46 DPR 28 dicembre 2000, n. 445) with the list of all the exams and grades;

- **for non-Italian university graduates:**
  - official certificate (transcript of records) with the list of all the exams, grades and average grade of the exams taken at Bachelor’s level, with the official stamp of the university;
  - Valid GRE® General Test (5 years since the test date) passed by the candidate before the application deadline. GRE certificates can be sent to Politecnico di Torino directly by the examination centre, as the university is an accredited ETS centre (select the code 6994). Politecnico is not responsible for any communication delays by ETS.

- English language certificate;

- Motivation letter (in English).

5. SELECTION PROCESS

1. After the application deadline, an Evaluation Committee (composed of full or associate professors appointed by the Rector of Politecnico di Torino) evaluates all the applications received. The Evaluation Committee verifies if the candidates meet the academic requirements based on the documents attached to the application forms.
Candidates can be assigned up to a maximum of 60 points on the basis of the following criteria:

- **Italian university graduates**: a maximum of 60 points for the average grade of all the exams taken by the candidate at Bachelor’s level;
- **Non-Italian university graduates**: a maximum of 60 points for the GRE® General Test.

Candidates who pass this preliminary assessment are admitted to the second step of the selection process. They are invited to an interview in November 2018. The interview is held in English. The list of candidates invited to the interview (maximum 120 students) is published on the “ASP interview” page. Candidates can be given a maximum of 40 points for their performance in the interview.

Candidates are required to attend the interview on the date, time and place established by Politecnico (information will be available on the “ASP interview” page). Failure to attend the interview entails the candidate’s exclusion from the selection process.

2. All communications are sent to the e-mail address provided by the candidate in the application form.

3. During the interview the Evaluation Committee assesses:
   - communication skills;
   - motivation and enthusiasm for the programme;
   - attitude during the presentation;
   - fluency in spoken English;
   - successful completion of the “Percorso per i Giovani Talenti” programme;
   - motivation letter.

4. At the end of the selection process the list of admitted students is published on the “Selection outcomes” page by December 5th, 2018.

A “reserve list” is also published on the “Selection outcomes” page. If an admitted student withdraws from the programme, reserve candidates will be contacted by e-mail according to their position on the ranking list.

Within December 12th, 2018 admitted students are required to submit their acceptance letter. Failure to do so causes the loss of the candidate’s place. The acceptance letter template must be downloaded from the “Selection outcomes” page.

5. The offer of admission to ASP is only valid for students who have enrolled in a PoliTo Master’s degree programme for academic year 2018/19 (first semester) according to the deadlines for the enrolment in each Master’s degree programme (see the Student guide 2018/19).

6. Admitted students must observe the rules set forth in the “ASP Students’ Guidelines and Rules”.

The person responsible for the admission administrative procedure is Mrs. Paola Vigliani (Head of the Graduate Studies Service at Politecnico di Torino).
6. TUITION FEES AND FINANCIAL AID

1. All students who take part in the ASP programme at PoliTo and successfully meet the ASP curricular requirements are entitled to receive a full tuition fee waiver (they do not have to pay any tuition fees except for the regional tax and administrative fees) for the two-year duration of their Master’s degree programme.

2. ASP covers the living costs of all students enrolled in the ASP programme at PoliTo during the Schools (transportation costs to the locations of ASP courses, lodgings and meals).

3. All students enrolled in the ASP programme at PoliTo receive some funds to carry out their Projects on the basis of the ASP annual budget.

4. **Financial aid is offered only to international students (non-Italian citizens with a non-Italian Bachelor’s degree, see paragraph 2)** participating in the ASP programme at PoliTo. Financial aid consists of a grant of approximately 400,00€ net/month for the two-year period (24 months) of the ASP programme. It aims to partially cover students’ living costs in Turin. This grant may be subject to IRPEF taxation (income tax for individuals) because - unless a student withdraws from studies - it is considered as a source of income equivalent to an employment income which is subject to IRPEF tax. In order to establish the correct taxation category, students are required to fill in a form ("Modulo detrazioni IRPEF") provided by the administrative offices of PoliTo. In any case students need to put additional money to cover their living costs in Italy.

5. **Non-Italian university graduates** who are regularly enrolled in the 15th cycle of the ASP programme and have the GRE® General Test are reimbursed for the cost of the GRE® General Test (at current test price).

Students who do not successfully complete the ASP programme lose their ASP benefits and must pay their full tuition fees (this rule is applied retroactively: students who lose their ASP status in second year must pay their tuition fees also for the first year). Tuition fees must be paid according to the highest contribution level, unless students had previously applied for tuition fee reduction and were assigned a lower contribution level. For this reason students are strongly encouraged to apply for tuition fee reduction. Further information on tuition fees will soon be available in the Tuition Fee Guide for a.y. 2018/19. All students are invited to read this document carefully.

**Important notice:**

- benefits provided by Edisu Piemonte are not compatible with the ASP programme: students cannot receive benefits from both Edisu and ASP at the same time. For further information, students should contact the Edisu Office;

- scholarships granted by internal or external institutions may not be compatible with ASP benefits. For further information, students should contact the Office in charge of granting the scholarships.

For information: asp@polito.it – Tel. +39/011 090 5767