POLITECNICO DI TORINO

Scuola di Master
e Formazione Permanente

Call for applications

for the 2nd level Specializing Master's programme in

"TECHs 4 Change: Design for Social and Technological Innovation in Development"
(1st edition)

Academic Year 2018/2019

(Annex "A"- Executive Decision of the Head of the Division of Student Affairs no. 302/2019)

ART. 1
Programme overview

The 2nd level Specializing Master's programme in "TECHs 4 Change: Design for Social and Technological Innovation in Development" was designed in response to the increasing awareness of Sustainable Development issues and its implications on a global scale.

The curriculum is built on the key issues highlighted by the Sustainable Development Goals (SDGs) of the United Nations and integrated in the agenda of international organizations dealing with development and international cooperation policies. This programme prepares students for a wide range of job opportunities in the fileds of building design, urban regeneration and environmental requalification. The curriculum includes the use of appropriate methods and technologies to foster a strong social impact.

The programme is based on the long-term experience (about 30 years) in postgraduate education on these topics gained by the Politecnico di Torino, i.e. the School of Specialisation in "Technology, Architecture and City in Developing Countries" (1989-2003), the postgraduate Courses "Habitat, technology and development" (2003-2015) and "Habitat and cooperation" (2015-2016).

The administrative seat of this specializing Master's programme is located at Politecnico di Torino – Office of Specializing Master's Programmes and Lifelong learning ("Ufficio Master e Formazione Permanente").
The programme is managed by the "Specializing Master's Programmes and Lifelong Learning School" ("Scuola di Master e Formazione Permanente").
The programme Director is Francesca De Filippi, associate professor at the Department of Architecture and Design of Politecnico di Torino.

ART. 2
Training objective, didactic contents and organization of the activities

The rapid pace of urbanization at a global level, poverty reduction and unequal distribution of resources are some of the key issues described in the UN Sustainable Development Goals.
The programme aims to provide students with the necessary knowledge and skills to develop an interdisciplinary approach to international development cooperation and manage projects which encompass urban, architectural and technological dimension. The programme has a multidisciplinary focus on technologies, i.e. topics related to architecture and design, energy and climate, water, sanitation and the environment.

The 2nd level specializing Master is a full time programme of approximately one academic year duration for a total of 60 ECTS; it will start in May 2019.
Lectures are held in English at Politecnico di Torino – starting in May 2019. Activities are developed in 10 + 1 modules (the +1 module involves a team exercise on a case study). The programme includes a combination of teaching methods such as face-to-face lectures, seminars and practical activities. It is managed in cooperation with international institutions and non-governmental organizations.
Soft skills and abilities related to community involvement as well as strategic communication and project reporting are addressed in module 10 but also developed in each module.

Participants complete their studies with an internship (3 months, 500 hours) either abroad or in Italy.

CLUSTER	MODULE	TEACHER	ECTS/CFU	HOURS
Context/framework	Visions for the Future	Francesca De Filippi	2	20
	Policies and actors	Mohamed El Sioufi	3	30
Modalities of Intervention	Project Management for Development	Alessandra Merlo	4	40
	Facilitating complex change	Silva Ferretti	3	30
Urban context	Urban resilience	Fabio Armao	4	40
Information technologies	IT for Humanitarian Assistance, Cooperation and Action	Piero Boccardo	4	40
	ICT4D	Simone Sala	4	40
Technologies for habitat	Access to Water and Sanitation	Francesco Laio	4	40
	Sustainable and resilient buildings	Francesca De Filippi	4	40
	Energy access for all	Enrico Fabrizio	4	40
Practical experience	Team exercise on a case study	Paolo Mellano	4	40
	Internship in international agency or NGO	Grazia Cocina Roberto Pennacchio	20	500

ART. 3
Admission requirements

Applicants must hold a full degree (Master of Science degree/Laurea specialistica/Laurea magistrale) by the enrolment deadline in order to be admitted to this 2nd Level Specializing Master's programme.
The programme is intended for graduates who completed a Master's degree programme (or equivalent) in the following areas:

- Architecture
- Design
- Urban and Spatial planning
- Engineering

All applicants must prove to have a good knowledge of the English language (equivalent to level B2 CEFR) which can be certified by a language certificate included in the list of the accepted certificates.

Check the table in order to know the required level and accepted certificates:

EXAMINATION BOARD	CERTIFICATE	MINIMUM REQUIREMENTS
IELTS www.ielts.org	IELTS ACADEMIC or GENERAL TRAINING	5.5
PEARSON https://pearsonpte.com/	Pearson Test of English Academic	59
ETS www.ets.org	TOEFEL IBT	≥ 72
	TOEIC	Listening: 400 Reading: 385 Speaking: 160 Writing: 150
CAMBRIDGE: Assessment English https://www.cambridgeenglish.org/ precedentemente conosciuto come: **CAMBRIDGE** English Language Assessment	All certificated	Cambridge English Scale score ≥ 162
	Cambridge English: PRELIMINARY (PET) obtained before 2016	Pass with Distinction (≥ 91) Statement of Results is required
	Cambridge English: FIRST (FCE) obtained before January 2015	≥62 Statement of results is required
	Cambridge English ADVANCED/CAE obtained before 2015	Any score
	Cambridge English: PROFICIENCY/CPE obtained before Jenuary 2015	Any score

Students are exempted from having one of the above-listed certificates if, upon enrolment, they provide a stamped declaration/certificate written on official letter headed paper, which certifies that:

   a) you have attended at least one school year at a 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) you 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 you 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".

The Selection Committee reserves itself the right to organize an oral interview if the applicant does not have one of the required English language certificates.
The Selection Committee is in charge to decide if an applicant can have a remote interview when he/she cannot attend the interview in presence at Politecnico di Torino. The decision of the Selection Committee is unquestionable.
Applicants are required to prove their identity before the interview starts by showing an identification document via skype.

Also students who have not earned their Master's degree yet but are going to graduate before the enrolment deadline can submit their application for admission to the programme.

ART. 4
Admission and selection process

The Specializing Master's programme is open to a maximum of **25** participants.

Applicants are required to complete and submit their on-line Application Form on Politecnico di Torino website:
https://didattica.polito.it/master/tech4change/2019/how_to_apply

DO NOT apply by e-mail, fax or mail because these applications will NOT be considered.

Applications are due by:
- **April 5th, 2019** at 1 p.m. - Italian time

Step 1. Evaluation of applicants' qualifications

Applicants are required to upload to their Application Form ALL the following supporting documents on Politecnico di Torino website (in English or Italian only):

1. valid identitification document (passport for extra EU applicants);
2. Curriculum Vitae (CV must include the authorization to the processing of personal data – in compliance with the General Data Protection Regulation (EU Regulation 2016/679) and the Personal Data Protection Code, Legislative Decree 30 June 2003 no. 196 and subsequent amendments);
3. exam transcripts for both Bachelor's and Master's degree programmes:

- for applicants with degree(s) awarded by a non-Italian university: official transcript(s) issued by the university of origin, produced on letter-headed paper, containing the full list of exams and grades. The transcript(s) must also include the date of the degree conferral.
  Upon enrolment, admitted applicants must submit the original copy of their "*Dichiarazione di Valore*/"Statement of validity" (related to their Master's degree) issued by the Italian Diplomatic Mission in the country where the degree was awarded. If the Master's degree was awarded by a European university, admitted applicants can present their "Diploma Supplement" instead of their "*Dichiarazione di Valore*".

or

- for applicants with degree(s) awarded by an Italian university: self-certificate ("*dichiarazione sostitutiva di certificazione*" - Art. 46 DPR 28 December 2000, n. 445) in which applicants declare that they earned **both a Bachelor and a Master's degree**.
  The self-certificate must include: the name of the degree programme, name of the university, date of degree conferral and graduation final grade, full list of all the exams and grades (this information is required for both degrees).
  In compliance with art. 75 of D.P.R. 445/2000, should the self-certificate be found to be false or incorrect, the applicant loses any benefit which he/she might have acquired on the basis of the untruthful declaration;

4. Application form and questionnaire (available on the webpage of the Specializing Master's programme https://didattica.polito.it/master/home/en/request);

5. Portfolio;

6. Motivation letter.

Failure to attach even one of the above mandatory documents causes the exclusion of the applicant from the selection process.

After the application deadline, the Selection Committee assesses all the applications and the attached documents.

The Selection Committee can assign a maximum of **100 points** to each applicant in the first step of the selection process according to the following criteria:

- academic background

  o <u>for graduates</u>: Master's degree final grade specified in the academic transcript (max. 25 points);

  o <u>for graduands</u>: weighted average grade of the exams passed before the application deadline as stated in the documentation uploaded to Apply@polito (max. 20 points);

- consistency of the applicant's thesis topic with the contents of the Specializing Master's programme (max 20 points);
- work experience and its relevance to the Specializing Master's programme (max 20 points);
- English language level – for applicants who attach an English language certificate (max 10 points);
- portfolio (max 15 points);
- motivation letter (max 10 points).

The submission of an English language certificate is not mandatory.

Applicants who do not score **at least 40 points in this phase** are not admitted to the next step of the selection process.

Step 2. Interview

In this phase, the Selection Committee interviews the applicants who passed the first step of the selection process.
Interviews aim to assess:
- applicants' motivation;
- any previous experience which may be relevant to the contents of the Specializing Master's programme.

Interviews take place within 30 days of the deadline for application submission.
Applicants who do not attend the interview are automatically excluded from the selection process. The Selection Committee is in charge to decide if an applicant can have a remote interview when he/she cannot attend the interview in presence at Politecnico di Torino. The decision of the Selection Committee is unquestionable.

During the oral interview, the Selection Committee also ascertains the level of English competency of the applicants who did not provide any proof of knowledge of the English language (B2 level English certificate).

The Selection Committee can assign a maximum of **30 points** to each applicant for the oral interview.

The overall score is the sum of the score obtained in the first and second step of the selection process.

The person responsible for the admissions administrative procedure is Mr. Alberto Pusceddu (Head of the Specializing Master's Programmes and Lifelong Learning Office at Politecnico di Torino).

ART. 5
Selection Outcomes

At the end of the selection process, the following lists will be published on the "Selection Outcomes" page of the Specializing Master's programme's website:

- the list of applicants admitted to the Specializing Master's programme;
- applicants on reserve list.

Candidates who attached all the required documents and who fulfill all the requirements will see their position in the rankings and their final score on the "Selection Outcomes" page, where the official lists are published.

Please note that:
- candidates who have not yet obtained the Master's degree will be provisionally accepted. In case they will not obtain the degree within the enrolment deadline they will not be admitted to the programme;
- candidates who will not attach all the required documents, who will not satisfy all the requirements or who will not reach the minimum score required, will be not admitted.

ART. 6

Participation confirmation, enrolment and documents submission

Participation confirmation
Admitted applicants who intend to confirm their participation in the programme must comply within the deadline defined by Politecnico for participants to accept the offer for the Specializing Master's programme, and:

• download the Acceptance Declaration, fill it in and send it by e-mail to master.universitari@polito.it;

• pay the first instalment of your participation fee: € 1,000.00 (one thousand / 00).

Failure to send the declaration and payment within the aforementioned term is considered as final renunciation to the programme.

Applicants on the reserve list who are eligible for replacement have the possibility to enrol in the programme if one or more participants renounce their offer of admissions. In this case, they are contacted by the Office of Specializing Master's Programmes according to their order on the ranking list.
Admitted students are given a deadline to confirm their participation.
Admitted students are invited to inform the Office of Specializing Master's Programmes (master.universitari@polito.it) with an official notification if they decide to decline their offer of admission.

Enrolment
Admitted students who confirmed their participation must enrol in the programme following the instructions and deadlines received by e-mail.
Admitted students are not allowed to be simultaneously enroled in another Specializing Master's programme nor in any other university programme. Students enroled in another programme must finish or suspend their studies before enroling in the 2nd level Specializing Master's programme in "TECHs 4 Change: Design for Social and Technological Innovation in Development".

Documents submission

After completing the enrolment process, admitted students must present the original documents uploaded to their Application Form to the Office of Specializing Master's Programmes together with the Acceptance Declaration before the programme starts (please refer to art. 4).

Upon enrolment, participants who hold a degree from a non-Italian university must submit the original copy of the "*Dichiarazione di Valore*"/"Statement of validity" (related to the Master's degree) issued by the Italian Diplomatic Mission in the country where the qualification was awarded or Statement of Comparability issued by the CIMEA Center.

Participants with a Master's degree awarded by a European university can submit the "Diploma Supplement" instead of the "*Dichiarazione di Valore*"/"Statement of validity".

Participants with a non-Italian degree who do not submit their "Statement of validity", can enrol in the programme with "condition", but they must present this document within 6 months from the beginning of the programme.
Participants who do not provide the above-mentioned mandatory document by the deadline are placed on a hold and cannot progress in their studies until the document is presented.

Non-EU nationals are required to comply with the norms on entry visa and residence permit. They have to submit:

- Student Visa - type D for participants who are non – EU citizens residing abroad;
- Valid residence permit for non-EU citizens residing in Italy.

Politecnico di Torino reserves itself the right to check the truthfulness of the declarations included in self-certificate sent by the applicants (pursuant to article 46 of DPR no. 445 of 28 December 2000) and excludes admitted students from the programme in the event of false declarations, without prejudice to their criminal liability.

ART. 7
Student assessment and final qualification

The Specializing Master's programme requires full time commitment. Attending activities for at least 80% of the programme is mandatory for all students. Scholarship recipients are required to attend at least 90% of the programme. Absences for more than this limit leads to exclusion from the Specializing Master's programme.

For the purpose of obtaining the Specializing Master's degree, the Master Coordinator also evaluates if the student has participated in the programme activities and if his/her behavior has been correct.

Detailed rules on the exams will be provided during the opening day.

Students cannot be simultaneously enroled in a Specializing Master's programme and in another university programme.

STUDENT ASSESSMENT

At the end of each module, participants have to take an exam consisting in a written test and/or an oral evaluation test.
At the end of the programme, participants make a final presentation (dissertation of their project work conducted during internship) and are assessed for it.

FINAL QUALIFICATION

Upon completion of the programme, participants who regularly attended the activities and earned 60 ECTS (required for graduation), are awarded the "TECHs 4 Change: Design for Social and Technological Innovation in Development" 2nd level Specializing Master's diploma by Politecnico di Torino. The Diploma will be issued in Italian.

ART. 8
Participation and enrolment fee

The participation fee is 4.000,00 Euro (four thousand/00) + 19,53 Euro (nineteen/53) for the enrolment fee.
The total amount must be paid to Politecnico di Torino according to the following instalments:

- 1.000,00 Euro (one thousand/00) by the date defined by Politecnico as the deadline for accepting the offer of admission to the Specializing Master's programme;
- 1.000,00 (one thousand/00) Euro + enrolment fee at the time of enrolment;
- 2.000,00 (two thousand/00) Euro: balance payment after six months.

The participation fee and the enrolment fee can be paid by bank transfer through the "Apply@polito" platform.
The participation fee paid by the participants to accept their offer of admission to the Specializing Master's programme (1.000,00 Euro) can be refunded only in the following cases:
- failure of VISA issuing by the Italian Embassy (for extra-EU citizens only)
- if the programme does not start, which happens only if the minimum number of participants is not reached.
In case of withdrawal or exclusion from the programme the participation fee and enrolment fee will not be refunded under any circumstances.

The programme starts only if the minimum number of participants is reached.

FOR ANY INQUIRIES OR ADDITIONAL INFORMATION PLEASE CONTACT:
Office of Specializing Master's Programmes and Lifelong Learning
Corso Duca degli Abruzzi, 24 - 10129 Torino (ITALY)
Email: master.universitari@polito.it

Art. 9
Scholarships

Thanks to the support of the "Compagnia di San Paolo" (CSP), twelve scholarships are available for this 2nd level Specializing Master's programme: 6 scholarships of 4000 Euro (four thousand/00) - net of IRAP- , 6 scholarships of 2000 Euro (two thousand/00) - net of IRAP -.
To compete for these scholarships applicants must be admitted to the 2nd level Specializing Master's programme in "TECHs 4 Change: Design for Social and Technological Innovation in Development" in a.y. 2018/2019.
Scholarships are awarded by the Selection Committee to the 12 top students on the ranking list.

Scholarships are offered at the end of the selection process following the order of the ranking list based on the following criteria:

- CV;
- graduation final grade;
- any language certificate proving applicant's knowledge of English;
- motivation letter
- portfolio.

Scholarship recipients are required to attend at least 90% of the programme (including lectures and training activities) in order to keep receiving their scholarship.

ART. 10
Processing of personal data

In accordance with the General Data Protection Regulation (EU Regulation 2016/679) and the "Code regarding the protection of personal data" (Legislative Decree No. 196 of 30th June 2003 and further amendments) personal data are processed by Politecnico di Torino exclusively **for the selection and enrolment process** in pursuit of the university aims and in accordance with the transparency purposes imposed by the law. The processing of personal data is based on the principles of correctness, lawfulness and relevance of purposes. More information on the processing of personal data is available at: https://didattica.polito.it/privacy/.
Access to all documents is allowed in the forms provided for by current legislation.

ART. 11
Final provisions

1. Communication with applicants takes place primarily through the "Apply@Polito" platform.
   Specific communications might be sent via email or SMS using the contact details provided by applicants during registration on the platform.
2. Politecnico does not take any responsibility in case of unavailability of recipients and for loss of communications due to inexact indication of an applicant's email address or telephone number or due to delay or failure to notify changes to the contacts provided during registration.
3. The Call for applications is published on the online University Bulletin available at https://www.swas.polito.it/dotnet/albo_online/ . The same can be found on https://didattica.polito.it/master/ .