



**CALL FOR APPLICATIONS FOR ADMISSIONS TO
THE BACHELOR'S DEGREE PROGRAMME IN DESIGN AND COMMUNICATION - A.Y. 2021/2022**

Rector's decree no. 1065 dated 23rd December 2020

THE RECTOR

- Having regard to the University Statute;
- Having regard to the University Teaching Regulations;
- Having regard to Law no. 264 dated 2nd August 1999, concerning "Norms on university admissions";
- Having regard to Law no. 189 dated 30th July 2002, concerning "Changes to legislation on immigration and asylum";
- Having regard to Ministerial decree no. 270 dated 22nd October 2004, "Amendments to the Regulations on university educational autonomy";
- Having regard to Ministerial decrees dated 16th March 2007, "Determination of degree classes" and "Determination of single-cycle Master's degree classes";
- Having regard to Ministerial decree no. 47 dated 30th January 2013, "Self-assessment, initial and interim accreditation of universities and degree programmes and periodic evaluation";
- Having regard to Law no. 104 dated 5th February 1992, "Framework law on care, social integration and rights of persons with disabilities" and subsequent amendments, and in particular art. 16, par. 5;
- Having regard to Law no. 170 dated 8th October 2010, "Norms on Specific Learning Disorders (SpLD) in schools", and in particular art. 5, par. 4;
- Having regard to the respective resolutions of the Academic Senate dated 22nd November 2016 and of the Board of Governors dated 29th November 2016 on enrolment of students with educational qualifications awarded after a period of 12 years of school attendance, provided that these qualifications are valid for admissions to a university programme in the country where they have been awarded (this university programme must be equivalent to a programme in Italy) and if they were obtained after attending at least one school year abroad, without prejudice to bilateral agreements;
- Having regard to the resolution of the Academic Senate dated 6th July 2017 which states that having an Italian language certificate – B1 level is an admission requirement for prospective students who apply for a Bachelor's degree programme taught in Italian;
- Having regard to the respective resolutions of the Academic Senate dated 19th September 2017 and of the Board of Governors dated 20th September 2017, concerning minimum admission thresholds and guaranteed admission thresholds for Bachelor's degree programmes with locally programmed admissions;
- Considering that on 20th September 2017 the Board of Governors established that the registration fee for the admission test for Politecnico Bachelor's degree programmes is 50.00 Euro;
- Having regard to the resolution of the Academic Senate dated 18th December 2018 which states that having an English language certificate – B2 level (as defined by the Common European Framework of Reference for Languages – CEFR) is an admission requirement for prospective students who apply for a Bachelor's degree programme entirely or partially taught in English;
- Considering the resolutions of the Academic Senate of 30th April 2020 which approves the language requirements for admission to Politecnico di Torino;
- Having regard to the "Procedures for entry, stay and enrolment in higher education courses in Italy for international students with visa – academic year 2020/21" dated 16th June 2020, and awaiting for the publication of the same rules for a.y. 2021/22;
- Considering that in its meeting of 13th October 2020 the Committee for Teaching Coordination decided that all admission tests for a.y. 2021/22 will be delivered remotely for both EU/equivalent students and international students;
- Considering that in December 2020 Cambridge Assessment International Education updated the list of A-level subjects for British high school diplomas and included "Computer Science NEW 9618" in this list;
- Considering that in its meeting of 16th December 2020 the Committee for Teaching Coordination approved the calendar of online TIL tests. Admission tests will be conducted remotely due to the national



and international travel restrictions and the limitations to the use of public spaces caused by the COVID-19 health crisis;

- Having regard to the resolution of the Academic Senate of 22nd December 2020 which approves the publication of this Call and more specifically the following items: delivery of online admission tests with Respondus, automatic admission of applicants who get a test score above the guaranteed admission threshold, the decision to draw independent ranking lists for each Bachelor's degree programme, the decision to implement a new test section on "Technical basic knowledge" and the publication of specific "Enrolment regulations";
- Having regard to the resolution of the Board of Governors of 22nd December 2020 which approves the course catalogue, the number of programmed admissions and the number of quota students for a.y. 2021/22;

DECREES

Art. 1

(Initiation of the procedure and places available)

1. Applications are invited for admissions to the Bachelor's degree programme in Design and communication for a.y. 2021/22. Admissions are limited to the following number of student places:

| Class | Programme name | Language of instruction | Total programmed number of student places | of which reserved to quota students (cfr. art .12.1) |
|--------------|--------------------------|--------------------------------|--|---|
| L-4 | Design and Communication | Italian | 250 | 15 |

2. Having considered recent trends and the number of withdrawals that have taken place before 31st October in the latest academic years, the number of student places for this programme could be higher than the number illustrated in par. 1.
3. Applicants can register for the admission test (art. 3 and 4) on the Apply@polito platform starting from **Tuesday 26th January 2021**.

Art. 2

(Admission requirements for the Bachelor's degree programme in Design and Communication)

1. Without prejudice to the admission requirements referred to in Annex A and B to this Call, applicants must pass an admission test (TIL-D test /online admission test – Design) with the scores illustrated in art. 8 in order to be admitted to the Bachelor's degree programme in Design and communication.
2. Admissions to the Bachelor's degree programme referred to in this article are subject to prior accreditation of the programme itself pursuant to current legislation.
3. Applicants will take the admission test online following the instructions provided in Annex C to this Call, of which it is an integral part. The same instructions will also be published on Politecnico website and on the Apply@polito platform.
4. The score obtained by applicants in the TIL-D test (online admission test – Design) is only valid for enrolment in academic year 2021/2022. For this reason, when applicants register for the TIL-D test, they must be attending their last year of high school (i.e. they should be getting their high school diploma in the summer of 2021 according to the Italian school calendar) or they must have already earned their high school diploma.
5. For admissions to this programme, quota students (as defined in art. 12, par. 1) from countries with an earlier school starting age who get their high school diploma before the age of 18, must be 17 years old when they get their student visa.



**Art. 3
(Admission test dates and registration time frames)**

1. The following table illustrates the calendar of online TIL-D tests. There is a specific registration time frame for each test session.

| Month | Day | Test registration time frame |
|--------------------------|--|--|
| March 2021 | Wednesday 24 th | From Tuesday 26 th January until 12.00 a.m. (noon) of Friday 19 th March 2021 (*) |
| | Friday 26 th | |
| April 2021 | Wednesday 14 th | From Tuesday 26 th January until 12.00 a.m. (noon) of Friday 9 th April 2021 (*) |
| | Tuesday 27 th | From Tuesday 26 th January until 12.00 a.m. (noon) of Friday 23 rd April 2021 (*) |
| | Thursday 29 th | |
| May 2021 | Wednesday 19 th | until 12.00 a.m. (noon) of Friday 14 th May 2021 (*) |
| | Tuesday 25 th | From Tuesday 26 th January until 12.00 a.m. (noon) of Friday 21 st May 2021 (*) |
| | Thursday 27 th | |
| June 2021 | Wednesday 30 th | From Monday 10 th May until 12.00 a.m. (noon) of Friday 25 th June 2021 (*) |
| July 2021 | Tuesday 13 th | From Monday 10 th May until 12.00 a.m. (noon) of Friday 9 th July 2021 (*) |
| | Thursday 15 th | From Monday 10 th May until 12.00 a.m. (noon) of Friday 16 th July 2021 (*) |
| | Wednesday 21 st | |
| | Friday 23 th | |
| August/September 2021 | Tuesday 31 st August | From Monday 10 th May until 12.00 a.m. (noon) of Friday 27 th August 2021 |
| | Wednesday 1 st September | |

(*) Test registrations are possible until all places are full. In this case, applicants can register for the next test session.

2. Further possible test dates will be published exclusively on the University website <http://orienta.polito.it/>.

**Art. 4
(How to register for and take the TIL-D test)**



1. All applicants are required to apply for the TIL-D test by registering online on the Apply@polito platform. To complete their application, applicants are also required to pay the registration fee referred to in par. 3, 4 and 5. Detailed information on how to register for the test on the Apply@polito platform, how to participate and how the TIL-D test takes place is explained on the University website <http://orienta.polito.it/>.
2. The TIL-D registration fee is € 50.00. The amount paid cannot be reimbursed under any circumstances, nor can it be considered valid for TIL sessions other than the one for which the applicant has registered, except for the provisions of art. 9, par. 4.
3. Payment methods are the following:
 - a. credit cards (or other payment methods available on the PagoPA platform) generating an **immediate payment**;
 - b. pre-printed notice of payment (MAV on the PagoPA platform), generating a **deferred payment**. Applicants who pay using the method illustrated under letter b) must go back to the Apply@polito platform and enter the payment date in a specific field (**self-declaration** in compliance with art. 46 and 47 of DPR no. 445/2000). Failure to specify the payment date on the Apply@polito platform entails that the payment is not **valid**. Both the payment and the self-declaration must take place **before the deadlines** illustrated in art. 3. Should the self-declaration be found to be false or incorrect, the registration for the test, or the test itself, will be cancelled.
Practical details will be published exclusively on the University website <http://orienta.polito.it/> before the Apply@polito registration starting date (art.1, par. 3).
5. We recommend all applicants to start the above-mentioned procedures well in advance of the deadlines in order to avoid that possible technical problems may hinder to complete the process.
6. Applicants can retake the TIL-D test, starting from the first TIL-D session that follows their first test date. To retake the TIL-D test, applicants must pay the registration fee again. In this case, **the result obtained in the latest test invalidates the score obtained in the previous test**.

Art. 5
(How to register for and take the TIL-D test – candidates with disabilities
or with Specific Learning Disorders

1. TIL-D tests are organized in compliance with current legislation on disabilities and specific learning disorders. The procedures to take the TIL-D test for the applicants referred to in this paragraph are illustrated on the University website (<https://didattica.polito.it/specialneeds/it/presentazione>). The same website also lists the Administration Offices to which applicants can request special arrangements to take the TIL-D test.
In particular:
 - applicants with disabilities or with an invalidity certificate (art. 16 of Law no.104/92) must present a **valid certificate issued by the local medical board specifying the type of disability and/or the degree of invalidity**. This document must be submitted before registering for the TIL-D test.
These applicants are entitled to get maximum 30% extra time compared to standard test time (total test duration: 120 minutes)
 - applicants with disabilities or certified specific learning disorders (SpLD), referred to in Law no. 170/2010, must present a **valid certificate issued not later than 3 years ago by the Italian Health Care System (SSN) or by a specialist or by a health care facility recognized by the Italian system**. This document must be submitted before registering for the TIL-D test.
These applicants are entitled to get maximum 30% extra time compared to standard test time (total test duration: 120 minutes)
 - applicants with disabilities or specific learning disorders (SpLD) who reside abroad and intend to request special arrangements for the TIL-D test must present a certificate of disability or SpLD issued in their country, together with a sworn translation into Italian or English. The university bodies in charge of examining the above-mentioned certificates will verify if the foreign documents provide evidence of a disability or a SpLD accepted by Italian law.
2. Applicants referred to in this article who require special arrangements to take the TIL-D test must **upload their certificate of disability or SpLD to the Apply@polito platform** (“Personal information” section) **before the registration deadline for the desired TIL-D test session** (art. 3).



3. The Special Needs Unit of Politecnico di Torino will examine the certificates to verify if they are in line with the rules illustrated in the in par. 1, without prejudice to the provisions of the new directive of the Ministry of Education, University and Research (MIUR) dated 15th April 2020, which extended the validity of the certificates issued more than 3 years ago. Due to the current health crisis, this new rule remains in force until the end of the emergency or until new provisions are approved.
4. Applicants who submit a certificate of disability or specific learning disorder (SpLD) are entitled to take the online TIL test with a 30% extra time compared to standard test time (total test duration: 120 minutes that automatically expire on the test platform) and they can use a non-programmable calculator. Applicants who need other kinds of support to take the online TIL test (a person who helps them use the PC, a person who reads for them, etc.) must contact the Special Needs Unit in advance through the ticketing service.
5. Applicants who are not able to use the software required for the test (illustrated in Annex C) due to their health condition can inform the Special Needs Unit. Exclusively in these cases, the University may organize an in-person test session with video-surveillance if this is compatible with the epidemiological situation.
6. Annex C to this Call explains how to take the online test. The same information will also be published on the University website and on the Apply@polito platform.

**Art. 6
(TIL-D contents)**

1. The online TIL-D test is an individual test, available in Italian, which is different for each applicant. It is made up of automatically and randomly selected computer interface questions. All tests have an equivalent level of difficulty.
2. The TIL-D test consists of 42 questions, divided into 4 sections, with a predetermined number of questions to be finished within a pre-set time:
 - 12 Logic and Mathematics questions in 30 minutes
 - 6 Reading comprehension questions in 12 minutes
 - 12 General knowledge questions in 24 minutes
 - 12 Design knowledge questions in 24 minutes

The total time for the TIL-D test is set at one hour and thirty minutes.

Each question has 5 possible answers marked with the letters A, B, C, D, E, only one of which is correct.

**Art. 7
(Technical requirements to take the online test)**

1. Applicants must make sure that they have the following technical equipment, otherwise they will not be able to take the TIL-D test:
 - a. a stable data network for Internet connection;
 - b. a desktop or laptop computer with a video camera, plugged to the electrical power supply and connected to the Internet (referred to as the “first device”);
 - c. a smartphone or tablet with a video camera, plugged to the electrical power supply and connected to the Internet (referred to as the “second device”);
 - d. a quiet room with enough light where nobody else is present;Applicants must also have some blank sheets paper to take notes and a pen.
2. A few days before the test, and in any case no later than the day before the test, applicants must:
 - a. install Google Chrome and the software mentioned in Annex C on their first device. The instructions and the installation link are provided on the Apply@polito platform (applicant personal page).
 - b. take the practice test at least one time. The practice test is available on the Apply@polito platform (applicant personal page). Taking the practice test is useful to test the software and to get familiar with its use.

The practice test is made up an introductory section called “Basic technical knowledge” which includes questions on the following subjects: foundations of computer science, basic principles of graphic representation and concepts of culture of technology. Applicants are required to complete this



introductory section the first time they take the practice test. Completing this section is compulsory to move to the following sections corresponding to those listed in art. 6. Applicants are required to take the practice test in order to troubleshoot possible technical problems that might impair the result of the admission test.

4. Applicants must have a valid identification document; otherwise, they will not be allowed to take the test.
5. The technical details to take the online TIL-D test are illustrated in Annex C, which is an integral part of this Call.

Art. 8 (Test evaluation and admission thresholds)

1. The result of each individual test is determined as follows:
 - 1 point for each correct answer
 - 0 point for each unanswered question
 - minus 0.25 (- 0.25) point for each incorrect answerThe score is converted to hundredths and calculated up to the second decimal position.
At the end of the test, applicants will be able to see their score on the screen. Moreover, the test result will be available in the applicant personal page of the Apply@polito platform.
2. The **minimum threshold for being included in the raking list** is 20/100 for all student categories.
3. The **guaranteed admission threshold** is 60/100 for all student categories
4. Applicants who meet the requirements listed in art. 14 are exempted from taking the TIL-D test.

Art. 9 (Cases in which the test is invalid)

1. During the test applicants must abide by the following conduct rules, otherwise the test may be declared invalid:
 - be absolutely silent during the test, except when asked a question by the Virtual Classroom test supervisor.
 - keep only some sheets of blank paper and a pen on the workstation;
 - keep the video camera of the second device always turned on;
 - keep the microphone of the second device turned on and do not connect any other device to it;
 - make sure the room gets enough light;
 - perform control operations whenever required by the Virtual Classroom test supervisor.
 - do not allow anyone to enter the room where the test is taking place.
2. The test may also be considered invalid if the Internet connection is down for a period of time that does not allow to monitor the integrity of the test.
3. When the test is declared invalid due to a violation of the conduct rules, the applicant is not entitled to get any refund.
4. If an applicant has a prolonged Internet outage during the test, the Central Committee may decide to reschedule the test on a new date. In this case, the applicant can retake the test for one time only without having to pay the TIL registration fee again. If the applicant has the same technical problems while taking the rescheduled test, he/she may independently decide to register for a new TIL session; in this case, the applicant will have to pay the corresponding registration fee.
5. More information on the procedures that applicants must follow in the event of Internet connection problems is available in Annex C in the paragraphs "Procedures in the event of persistent Internet connection problems" and "Procedures in the event of disconnection from the Virtual Classroom".
6. The provisions of art. 4, par. 3 of this Call (cases in which a test is considered invalid) remain in force.

Art. 10 (Progetto Orientamento Formativo)

1. A special TIL-D session (held on 23rd, 25th February 2021 and 2nd and 4th March 2021) is organized for the high school students who participate in the Project "Progetto Orientamento" and wish to enrol at Politecnico di Torino in the Bachelor's degree programme in Design and Communication.



2. Without prejudice to the special session referred to in par.1, applicants who participate in the Project "Progetto Orientamento" must follow the general procedures illustrated in this Call that are summarized in the next paragraphs of this article. Applicants are invited to carefully read this Call to avoid set backs that may hinder the positive conclusion of the process.
3. The applicants referred to in par. 1 must make sure that they have filled in all application sections on their personal page of the Apply@polito platform by the deadline for enrolment (art. 15).
4. The applicants referred to in par. 3 must also declare that they **are interested in remaining on the ranking list** after its publication as provided for in art. 11, par. 3. They need to do so **not later than 2.00 p.m. of Monday 13th September 2021**.
5. We recommend all applicants to start the procedures referred to in par. 3 and 4 well in advance of the deadlines in order to avoid that possible technical problems may hinder to complete the process.
6. Applicants who take part in the Project "Progetto Orientamento" may eventually resit the TIL-D test, starting from the March session. To retake the test, they must pay the registration fee. **The result obtained in the latest test invalidates the score obtained in the previous test.**

Art. 11

(TIL-D results and date of publication of the ranking list)

1. The TIL-D results are made public through the publication of:
 - a. a list of all applicants who have scored higher than or equal to the guaranteed threshold (art. 8, par. 3) and are therefore admitted the programme. This list also includes the applicants who have been exempted from taking the TIL-D test (art. 14, par. 1). This list will be published **after each TIL-D session**.
 - b. a merit-based ranking list of all applicants (except for quota applicants) and a merit-based ranking list of quota applicants, for the allocation of residual student places. They will be published on **Tuesday 7th September 2021**.
2. The results referred to in par. 1 will be made public with a Rector's decree, on the online Bulletin (Albo online) of the University, on the Apply@polito personal page of each applicant and on the University webpage <http://orienta.polito.it/>;
3. **All applicants, including quota applicants and applicants referred to in art.10, who do not have the status of "enrolled student" or "assigned student" (art. 12), are required to declare that they are interested in remaining on the ranking list after its publication. Applicants are required to make this declaration on their Apply@polito personal page – "Enrolment" section, not later than 2.00 p.m. of Monday 13th September 2021.**
Failure to declare one's interest in remaining on the ranking list implies that the applicant intends to decline his/her offer of admission to Politecnico. His/her student place will be assigned to the next student on the ranking list.
4. We recommend starting the above-mentioned procedures well in advance of the deadlines in order to avoid that possible technical problems may hinder to complete the process.

Art. 12

(How lists and ranking lists are made)

1. For the purposes of defining the ranking lists, the following student categories have been given the following meaning:
 - Quota students:** non-EU nationals residing abroad (i.e. students who require a visa)
 - European Union students:** Italian citizens or other EU nationals
 - Equivalent students:**
 - students from Norway, Iceland, Lichtenstein, Switzerland and San Marino;
 - non-EU nationals legally residing in Italy with a valid residence permit for study, work or family reasons;
 - political refugees;
 - staff members of Foreign Diplomatic Missions (Embassies/Consulates) and International Organizations based in Italy, legally accredited to the Italian Government or to the Holy See (including family members: spouse and children);



- non-EU nationals legally residing in Italy or diplomats who have an Italian high school diploma awarded in Italy or abroad (Law no. 189/2002).
2. The list referred to in art. 11, par. 1a) includes the applicants who are entitled to enrol in the programme (ranked according to their TIL-D score) and the applicants who have been exempted from taking the TIL-D test within the meaning of art. 14, par. 1.
 3. The ranking lists referred to in art. 11, par. 1b) are made with the following criteria:
 - a. applicants are ranked in descending order based on their TIL-D score;
 - b. in case of equal ranking, the score obtained in the individual sections that make up the TIL-D test shall prevail, considered in the following order: Design knowledge, Logic and Mathematics, Reading comprehension and General knowledge.
 - c. in case of a further equal ranking, the younger applicant will be chosen.
 4. The ranking lists referred to in par.3 classify prospective students into the following categories:
 - ENROLLED STUDENT: a student who has completed the online enrolment process (as illustrated in art. 15);
 - ASSIGNED STUDENT: a student who **MUST** enrol in the Bachelor's degree programme in Design and Communication; failure to enrol by the deadline will result in the allocation of his/her place to another applicant – **therefore, failure to enrol by the deadline entails permanent renunciation of the place.**
 - STUDENT ON WAITING LIST: a student who has not been offered a place in the programme, but could receive an offer of admission upon the next update of the ranking list. This student must wait for the next the call/s.
 - INTERNAL TRANSFER NOT ALLOWED: a student currently enrolled at Politecnico who has taken the TIL-D test in order to transfer to this programme but has not been included in the ranking list.
 - STUDENT ADMITTED TO YEAR 2 OR BEYOND: a student currently enrolled at Politecnico or at another Italian university who has taken the TIL-D test and has been ASSIGNED a student place for admission to year 2 or beyond – after the evaluation of his/her previous academic records.
 - WAITING LIST RENUNCIATION: a student who has not declared that he/she was interested in remaining on the ranking list by the deadlines of article 11, par. 3; or else, a student who has explicitly renounced his/her right to be on the waiting list (art. 13, par. 2).
 - ENROLMENT RENUNCIATION: a student who has been ASSIGNED a place in the programme but has failed to enrol by the deadline.
 - NOT ADMITTED STUDENT: a student who has not reached the minimum admission threshold in the TIL-D test.

Art. 13

(How the ranking lists are updated)

1. Allocations of places to the applicants included in the ranking lists referred to in art. 11, par. 1b) are based on the updates of the ranking lists which depend on the number of students who enrol online before the deadlines of art. 15.
2. The applicants included in the ranking lists referred to in art. 11, par. 1b) who are no longer interested in enrolling in the Bachelor's degree programme in Design and Communication and **intend to renounce their right to be on the waiting list**, can do so from the Apply@polito platform; **when an applicant renounces his/her right to be on the waiting list, he/she irrevocably gives up his/her position on the ranking list**; therefore his/her student place is assigned to another applicant on the ranking list.
3. The ranking list for EU, equivalent and quota students will be closed on **Friday 29th October 2021**. This means that after this date the ranking lists will not be updated and there will not be any new call.

Art. 14

(Exemptions from the TIL-D test)

1. Upon specific request, applicants may be exempted from taking the TIL-D test if they have a **SAT, GRE and GMAT certificate, recognized as equivalent to passing the TIL-D test** (score equal to or higher than the guaranteed admission threshold: 60/100) according to the following specifications:



| <u>Certificate</u> | <u>Required score</u> |
|--|---|
| SAT Reasoning Test + SAT Subject Test | <p>SAT Reasoning test (section "Evidence-Based Reading and Writing" and section "Math" with a minimum score of 500 points in each section) and SAT Subject Test (section "Physics Level 1 or 2" and section "Mathematics Level 1 or 2" with a minimum score of 500 points in each section)</p> <p><u>The two sections "Evidence-Based Reading and Writing" and "Math" of the SAT Test can be replaced by the ACT Test with a minimum score of 20.</u></p> |
| GRE | GRE (General Test) with a minimum score of 153 in the "Verbal" section and 144 in the "Quantitative" section and with any score in the "Analytical Writing" section. |
| GMAT | GMAT with Total Score of minimum 500 points ("Verbal" and "Quantitative"); with any score in the sections "Analytical Writing" and "Integrated Reasoning". |

- To be exempted from the TIL-D test, applicants are required to present their certificates by uploading them to their Apply@polito personal page **not later than Tuesday 23rd July 2021**. The **outcome** of the verification process will be announced via e-mail **not later than Friday 30th July 2021**.
- The following categories of applicants are also exempted from taking the TIL-D test: a) applicants who incur in forfeiture (according to art. 18, par. 2) and intend to enrol again in the same Bachelor's degree programme (if still offered); b) applicants who incur in forfeiture (according to art. 18, par. 3).
- Applicants who are exempted from taking the TIL-D test within the meaning of this article are not entitled to benefit from a reduction in the first instalment of their tuition fees (art. 15, par. 3).

**Art. 15
(Enrolment requirements and process)**

- The requirements for enrolment in the Bachelor's degree programme in Design and Communication are illustrated in Annex A and in Annex B attached to this Call, of which they are integral parts.
- All applicants (except for quota applicants) are strictly required to meet the deadlines illustrated in the table below. Failure to meet these deadlines entails permanent exclusion from the enrolment process.**

| Enrolment opening date | Enrolment closing date | Applicant category |
|---|--|--|
| Monday 29 th March 2021 | 12.00 a.m. of Monday 13 th September 2021 | Applicants who reached the guaranteed thresholds (60/100) and applicants who have one of the certificates listed in art.14 |
| Tuesday 7 th September 2021 | 12.00 a.m. of Monday 13 th September 2021 | Applicants admitted upon the first publication of the ranking list |
| Tuesday 14 th September 2021 | 12.00 a.m. of Monday 20 th September 2021 | Applicants admitted after the ranking list update of Tuesday 7 th September |
| Tuesday 21 st September 2021 | 12.00 a.m. of Thursday 23 rd September 2021 | Applicants admitted after the ranking list update of Tuesday 14 th September |
| Friday 24 th September 2021 | 12.00 a.m. of Tuesday 28 th September 2021 | Applicants admitted after the ranking list update of Tuesday 21 st September |
| Wednesday 29 th September 2021 | 12.00 a.m. of Friday 1 st October 2021 | Applicants admitted upon the ranking list update of Friday 24 th September |



Quota applicants are strictly required to meet the deadlines illustrated in the table below. Failure to meet these deadlines entails permanent exclusion from the enrolment process.

| Enrolment opening date | Enrolment closing date | Applicant category |
|---|--|--|
| Monday 29 th March 2021 | 12.00 a.m. of Monday 13 th September 2021 | Applicants who have reached the guaranteed thresholds (60/100) and applicants who have one of the certificates listed under art.14 |
| Tuesday 7 th September 2021 | 12.00 a.m. of Monday 13 th September 2021 | Applicants admitted upon the first publication of the ranking list |
| Tuesday 14 th September 2021 | 12.00 a.m. of Monday 20 th September 2021 | Applicants admitted after the ranking list update of Tuesday 7 th September |
| Tuesday 21 st September 2021 | 12.00 a.m. of Thursday 27 th September 2021 | Applicants admitted after the ranking list update of Tuesday 14 th September |
| Tuesday 28 th September 2021 | 12.00 a.m. of Monday 4 th October 2021 | Applicants admitted after the ranking list update of Tuesday 21 st September |

There might be further updates of the ranking lists, if necessary. In this case, the new deadlines for enrolment will be published on the Apply@polito platform (applicant personal page).

- All applicants are required to enrol online. At the same time they must pay the first instalment of their tuition fees. The standard amount of the first instalment is 200€. Possible reductions or revisions of this amount will be announced in the Tuition Fee Guide for academic year 2021/2022, which is going to be approved by the university bodies at a later date. The Tuition Fee Guide for academic year 2021/22 also illustrates which students are exempted from paying the first instalment of the tuition fees. It also indicates the reductions for applicants who enrol at Politecnico **before Monday 30th August 2021** (this reduction does not apply to applicants exempted from taking the TIL-D test in accordance with art. 14).
Applicants who do not meet the deadlines of this article or the requirements listed in Annex A and Annex B to this Call lose the right to enrol at Politecnico no matter the justification brought forward. They will not be entitled to ask for refund of the first instalment of the tuition fees.
- The general instructions for enrolment** for all students will be illustrated in the “*Enrolment regulations – A.Y. 2021/22*” which are going to be published not later than 29th March 2021 (enrolment opening date). These regulations will be published on the University website <http://orienta.polito.it/it/home>.

Art. 16

(Applicants who take more than one admission test)

- Applicants who have taken more than one admission test for different Bachelor’s degree programmes offered by Politecnico may be eligible for enrolment in the programme in Design and Communication and at the same time they may be on a waiting list for other programmes (Architecture, Engineering or Planning). In this case, they must enrol in the Design and Communication programme before the deadline in order to avoid losing their place. Subsequently, if they find out that they have been admitted to another programme (Architecture, Engineering or Planning) and they prefer to enrol in that programme, they need follow these steps (online procedure):
 - withdraw from the Bachelor’s degree programme in Design and Communication (“withdrawal from studies”). They must fill out an online form available on their personal page of the Teaching Portal.
 - pay 16.00 Euro for the virtual revenue stamp required for the withdrawal form (this amount must be paid from their personal page of the Teaching Portal).
 - enrol in the new Bachelor’s degree programme after they receive the withdrawal confirmation (an e-mail confirming their withdrawal will be sent to their Polito mailbox). To enrol in the new programme, students must go to their personal page of the Teaching Portal and log in to the Apply@polito platform using the Student Number they received when they enrolled in the first programme.All these steps must be completed before the enrolment deadline following the instructions that will be provided in the “*Enrolment regulations – A.Y. 2021/22*” (art. 15, par. 4).
- Applicants who have taken the TIL-D test and are awaiting the results of the admission tests to other universities must enrol at Politecnico before the deadline in order to avoid losing their place.



Subsequently, if these applicants find out that they have been admitted to another university, they will be able to request a withdrawal/transfer to the other university at the Office of the University Registrar. **Tuition fees previously paid by these applicants will not be refunded under any circumstances.**

Art. 17

(Applicants currently enrolled in a Bachelor's degree programme and applicants with a university degree)

1. Applicants currently enrolled in a Bachelor's degree programme at Politecnico who intend to transfer to the Bachelor's degree programme in Design and communication must take the TIL-D test and conveniently place themselves on the ranking list. While registering online for the TIL-D test, these applicants must select this programme in the "Select your programme" section. This choice cannot be modified.
If they pass the test and are on the ranking list, they must confirm their intention to remain on the ranking list in accordance with the deadline of art. 11, par. 3.
If they are **on the ranking list for admission to the Bachelor's degree programme in Design and Communication**, they must confirm their intention to transfer to or enrol in the programme on the Apply@polito platform and they must pay the first instalment of their tuition fees (art. 15, par. 2 and 3). They must follow the procedures that will be illustrated in the "Enrolment regulations – A.Y. 2021/22" (art. 15, par. 4). Failure to comply with these terms entails permanent exclusion from the admission process.
2. Students who are currently enrolled in a **Bachelor's degree programme (1st level)** at another Italian university or applicants who already have a Bachelor's degree and intend to enrol in the Bachelor's degree programme in Design and Communication **must take the TIL-D test** (also if they attend/attended a programme belonging to the same class) and must conveniently place themselves on the ranking list. During the application process on the Apply@polito platform, these applicants must choose the Bachelor's degree programme in Design and Communication in the "Select your programme" section.
If they **pass the test and are on the ranking list for admission** to the programme, they must confirm their intention to transfer to or enrol at Politecnico through the Apply@polito platform. They are also required to pay the first instalment of their tuition fees before the deadlines illustrated in art. 15 par. 2 and 3. They must follow the procedures that will be illustrated in the "Enrolment regulations – A.Y. 2021/22" (art. 15, par. 4). Failure to comply with these terms entails permanent exclusion from the admission process.
After confirming their intention to transfer to or enrol in this programme, the previous academic records of these applicants will be sent to the Academic Advisor of the programme who will decide on the possible recognition of previously earned credits.

Art. 18

(Students who are going to incur in forfeiture/ forfeited students)

1. Students who are currently enrolled in the Bachelor's degree programme in Design and Communication at Politecnico di Torino (DM 270/04) incur in automatic forfeiture on 30th September 2021 if they **have not passed their first-year compulsory exams** in a two-year period. These students and the students who forfeited for the same reasons in previous academic years are allowed to re-enrol in the Bachelor's degree programme in Design and communication at Politecnico, but they must **retake the TIL-D test** (dates are available in art. 3, par. 1) and they must be **on the ranking list**.
When these students register online for the TIL-D test, they need to select the Bachelor's degree programme in Design and Communication in the "Select your programme" section of the Apply@polito platform .
2. Students who are currently enrolled in the Bachelor's degree programme in Design and Communication (DM 270/04) incur in automatic forfeiture on 30th September 2021 if they have not passed any exam in the last three consecutive years. These students and the students who forfeited for the same reasons in previous academic years are allowed to re-enrol in the Design and communication programme without taking the TIL- D test, provided that they have passed their first-year compulsory exams.
3. The following students:
 - a. students currently enrolled in a Bachelor's degree programme at Politecnico di Torino (DM 509/99) who incur in automatic forfeiture on 30th September 2021 if they do not complete all the exams (except for the Final Project);



- b. students currently enrolled in a degree programme that belongs to the system pre-dating DM 509/99 who incur in automatic forfeiture on 30th September 2021 (within the meaning of art. 149 of the T.U. approved by Royal decree no. 1592 of 1933);
will be allowed to enrol in the Bachelor's degree programme in Design and Communication (if equivalent to their first degree programme) without taking the admission test. More information on the equivalences among educational qualifications and degree programmes are available on the website of the Ministry of Education, University and Research <https://www.istruzione.it/archivio/web/universita/equipollenze-titoli.html>
4. More information will be available in the Student Guide a.y. 2021/22 ("Interruption, suspension, withdrawal, forfeiture" chapter). The Student Guide is going to be published in June.

**Art. 19
(Offices)**

1. Offices:
Applicants with an Italian educational qualification can contact:
Ufficio Orientamento (Office of Orientation)
web: <http://orienta.polito.it/>
Contacts and Ticketing Service:
https://didattica.polito.it/segreteria/contatta/it/orientamento_tutorato.html
Applicants with a non-Italian educational qualification can contact:
web: <https://didattica.polito.it/inte/it/home>
Contacts and Ticketing Service:
https://didattica.polito.it/segreteria/contatta/it/studenti_con_titolo_estero.html

**Art. 20
(Admissions process manager and Committees)**

1. The person responsible for the admissions process to the Bachelor's degree programmes of Politecnico di Torino is Mrs. Silvia Vacca, Head of the Division of Student Affairs.
2. The Rector's Advisor for Orientation, Prof. Gianluca Piccinini, is appointed to chair the Central Committee for all TIL tests for admissions in a.y. 2021/2022. He is also in charge of designating the teaching staff who will provide support during the tests.
3. Prof. Sandra Pieraccini and Mrs. Cinzia Ninetto are appointed as members of the Central Committee for TIL tests.
4. Prof. Dario Daghero, Prof. Claudia De Giorgi, Prof. Angioletta Voghera and Mr. Giorgio Santiano are appointed as substitute members in the event of absence or incompatibility of a member of the Central Committee.
5. The members of the Lab Committees responsible for the practical implementation of the TIL-D sessions will be appointed with a Rector's decree at a later date.

**Art. 21
(Privacy policy)**

1. In accordance with the General Data Protection Regulation (EU Regulation 2016/679 – GDPR) and the "Code on the protection of personal data" (D.R. no.196 of 30th June 2003 and further amendments), Politecnico di Torino (Data Controller) shall process applicants' personal data exclusively in pursuit of the institutional aims connected to the admission test. Due to the current epidemiological situation, the test will be delivered online using the Respondus platform.
Politecnico di Torino shall process personal data in accordance with art. 9, par. 2 g) and art. 49, par.1 b) and d) of the GDPR.
The Respondus Terms of Use for Students are available at <https://web.respondus.com/tou-monitor-student/>.
The Respondus Privacy Policy (<https://web.respondus.com/privacy/privacy-additional-monitor/>) provides information on the processing of personal data.



2. Recordings will be kept for no longer than is necessary for the purposes of monitoring the test. In the event of an applicant's complaint, the legal basis for use and retention of recordings is the protection of the applicant's rights.
Politecnico di Torino will monitor the test and examine the recordings after the test, reserving itself the right to declare the test invalid in the event of student conduct violations.
Applicants are required to behave according to the guidelines of the [Code of Ethical](#) conduct of the university community.
3. The University policy on the processing of personal data is available at <https://didattica.polito.it/privacy/>

**Art. 22
(Access to documents)**

1. Access to test-related documents is allowed in the forms provided for by current legislation and in accordance with the "Regulations on access to administrative documents pursuant to Law. No. 214/1990, civic access and general civic access pursuant to D.lgs. n. 33/2013".

**Art. 23
(Final provisions)**

1. For all matters not expressly provided for in this Call for applications, reference is made to existing legislation concerning locally programmed admissions.
2. This 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 at <https://orienta.polito.it>
3. Possible further amendments to this Call for applications and to Annexes A, B, and C, of which they are integral parts, might be approved with a specific Rector's decree and published at https://www.swas.polito.it/dotnet/albo_online/. The same information will be available at <https://orienta.polito.it>
4. Communication with applicants takes place primarily through the Apply@Polito platform. Specific messages might be sent via email or SMS using the contact details provided by the applicants during their registration on the platform.
5. 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 e-mail address or telephone number or due to delay or failure to notify changes to the contacts provided during registration.
6. An appeal against this Call for applications can be made to the Regional Administrative Court (TAR) or to the President of the Republic, respectively, within 60 days or 120 days from the date of publication.

SV/

THE RECTOR
Prof. Guido Saracco

*The English translation of this document is provided as a support to the student community and has no legal effects.
The Italian version shall constitute the sole authentic text and will be referred to for any legal matters.*



ANNEX A

**ADMISSIONS REQUIREMENTS FOR BACHELOR'S DEGREE PROGRAMME IN DESIGN AND
COMMUNICATION**

ACADEMIC YEAR 2021/2022

STUDENTS WITH AN ITALIAN EDUCATIONAL QUALIFICATION

LANGUAGE REQUIREMENTS

None / There are no specific language requirements for admission to this programme.

OTHER REQUIREMENTS

High school diploma (self-certificate)

ORIGINAL DOCUMENTS TO BE PRESENTED FOR ENROLMENT

- a) ID document
- b) Certificate providing evidence of competence in English. This certificate is compulsory for applicants who wish to enrol in an English-taught Bachelor's degree programme (or with first year in English)
- c) For underage applicants: self-certificate (*dichiarazione sostitutiva di certificazioni* - art. 5 and 46 of D.P.R. no. 445 of 28/12/2000) signed by a parent or a legal guardian and photocopy of the signer's identification document. This form is available on the applicant's Apply@polito personal page.
- d) For non-EU applicants: residence permit (for applicants already residing in Italy) or student visa – type D.

The procedures for uploading the certificates and presenting the documents for enrolment will be illustrated the “*Enrolment Regulations - A.Y. 2021/22*”, referred to in art. 15, par. 4 of the *Call for Applications*.

STUDENTS WITH A NON-ITALIAN EDUCATIONAL QUALIFICATION

LANGUAGE REQUIREMENTS

- **Italian-taught Bachelor's degree programmes: PLIDA B1**

The certificates or exemptions accepted by Politecnico di Torino in substitution for PLIDA are available at <https://didattica.polito.it/cla/en/certificates>.

OTHER REQUIREMENTS

- High school diploma awarded after a period of at least 12 years of school attendance
 - *For applicants with a high school diploma awarded after less than 12 years of school attendance:*



High school diploma awarded after 11 years of school attendance + all first-year university exams completed with a passing grade

or

High school diploma awarded after 10 years of school attendance + all first and second-year university exams completed with a passing grade

or

High school diploma awarded after 10 or 11 years of school attendance + a post-secondary qualification awarded by a non-university institution in a field of study related to the Bachelor's degree programme chosen by the applicant

or

Foundation course (preparation year/s) successfully completed at a higher education institution. Politecnico di Torino examines the Foundation course certificate and decides if it can be accepted for admission.

➤ *Applicants who have the following qualifications can enrol at Politecnico:*

U.S. high school diploma with at least 3 Advanced Placement courses (APs) passed with a grade between 3 and 5 in three different subjects related to the Bachelor's degree programme chosen by the applicant (see Annex B for further details)

or

U.K. high school diploma (GCSE) with at least 3 A-levels passed in three different subjects related to the Bachelor's degree programme chosen by the applicant (see Annex B for further details)

or

Scottish high school diploma with at least 3 Advanced Highers, or, alternatively, 2 Advanced Highers + at least 4 Highers in three different subjects related to the Bachelor's degree programme chosen by the applicant (see Annex B for further details)

or

International Baccalaureate Diploma with the requirements listed in Annex B

- For countries in which university admissions are regulated by a specific admission test: certificate stating that the applicant has passed the national admission test.

ORIGINAL DOCUMENTS TO BE PRESENTED FOR ENROLMENT

- a) ID document (for EU citizens) or passport
- b) Fiscal code
- c) For non-EU applicants: residence permit (for applicants already residing in Italy) or student visa – type D.
- d) For underage applicants: self-certificate (*dichiarazione sostitutiva di certificazioni* - articles 5 and 46 of D.P.R. no. 445 of 28/12/2000) signed by a parent or a legal guardian and photocopy of the signer's identification document. This form is available on the applicant's Apply@polito personal page.



- e) High school diploma with official translation into Italian (official diplomas written in English, French or Spanish do not need to be translated)
- f) For applicants with a U.S. high school diploma: certificate stating that the applicant passed 3 Advanced Placement courses (APs), as specified in Annex B
- g) For applicants with a U.K. high school diploma (GCSE): certificate stating that the applicant passed 3 A-levels, as specified in Annex B
- h) For applicants with a Scottish high school diploma: certificate stating that the applicant passed 3 Advanced Highers, or, alternatively, 2 Advanced Highers + at least 4 Highers, as specified in Annex B
- i) For countries in which university admissions are regulated by a specific admission test: certificate stating that the applicant passed the national admission test.
- l) For applicants with a high school diploma awarded after less than 12 years of school attendance: university transcript of records (with official translation into Italian) with the results of the exams passed in the first academic year or in the first two years; or, post-secondary qualification (with official translation into Italian) awarded by a non-university institution in a field of study related to the Bachelor's degree programme chosen by the applicant; or, successful completion of a Foundation Course. The above-mentioned documents (official certificates and post-secondary diplomas) do not need to be translated into Italian if written in English, French or Spanish.
- m) *Dichiarazione di valore* (Statement of validity) of high school diploma or Statement of Comparability issued by CIMEA or by ENIC-NARIC centres.
- n) Language certificate (Italian or English) required for admission

The procedures for uploading the certificates and presenting the documents for enrolment will be illustrated the “*Enrolment Regulations - A.Y. 2021/22*” , referred to in art. 15, par. 4 of the *Call for Applications*.



ANNEX B

**SPECIFIC REQUIREMENTS FOR UK ,U.S. AND SCOTTISH HIGH SCHOOL DIPLOMAS FOR A.Y
2021/22**

UK HIGH SCHOOL DIPLOMAS <https://www.cambridgeinternational.org/programmes-and-qualifications/cambridge-advanced/cambridge-international-as-and-a-levels/subjects/>

Applicants with a UK high school diploma (GCSE) must have passed at least three A-levels in three different subjects related to the Bachelor’s degree programme they are applying for. The subjects which are currently considered by Politecnico di Torino as being related to its degree programmes are listed below; new subjects might be added to this list.

LIST OF A LEVEL SUBJECTS

| Engineering: | Architecture; Territorial, Urban, Environmental and Landscape |
|---|---|
| Mathematics | Art and Design |
| Mathematics – Further | Art and Design NEW cod. 9479 |
| Biology | Classical Studies |
| Chemistry | Mathematics |
| Environmental Management (disponibile solo a livello AS, pertanto è necessario ottenere un ulteriore AS per considerarlo A level) | Mathematics – Further |
| Physical Science | Biology |
| Physics | Chemistry |
| Business | Environmental Management (disponibile solo a livello AS, pertanto è necessario ottenere un ulteriore AS per considerarlo A level) |
| Economics | Physical Science |
| Applied Information and Communication Technology | Physics |
| Computer Science | Business |
| Computer Science NEW cod. 9618 (from 2021) | |
| Computing | Economics |
| Design and Technology | Applied Information and Communication Technology |
| Information Technology | Computer Science |
| | Computing |
| | Design and Technology |
| | Information Technology |
| | Digital Media & Design - 9481 New |
| | Media studies – 9607 New |

Politecnico di Torino, in compliance with the principles of university self-government, has determined that the A-level ITALIAN LANGUAGE cannot be **counted** as one of the related subjects necessary to fulfill Politecnico admission requirements.

The A-level ITALIAN LANGUAGE is valid as a substitute for the Italian language certificate (B1 level) for students who need to prove their knowledge of the Italian language for admission to Politecnico.



SCOTTISH HIGH SCHOOL DIPLOMAS

Applicants with a Scottish high school diploma must have at least 3 *Advanced Highers* or, *alternatively*, 2 *Advanced Highers* plus at least 4 *Highers* in different subjects related to the Bachelor's degree programme they are applying for. The subjects which are currently considered by Politecnico di Torino as related to its degree programmes are listed below

LIST OF A LEVEL SUBJECTS

Engineering - elective subjects among the following:

| HIGHERS | ADVANCED HIGHERS |
|--|---|
| Business, Administration, Accounting & Finance | Administration and Information Technology (Fixed Framework) |
| Chemical & Process | Architectural Technology |
| Computing, IT & Related Areas | Building Surveying |
| Construction | Built Environment |
| Creative Industries | Business |
| Engineering | Business (Fixed Framework) |
| Quality | Business with Accounting (Fixed Framework) |
| Science and Mathematics | Business with HRM (Fixed Framework) |
| Supply Chain Management | Business with Information Technology (Fixed Framework) |
| Energy and utilities | Business with Marketing (Fixed Framework) |
| Water | Chemical Engineering |
| Land and Environment | Chemical Process Technology |
| | Civil Engineering |
| | Computer Aided Architectural Design & Technology |
| | Computer Aided Draughting and Design |
| | Computer Science |
| | Computing |
| | Computing: Networking |
| | Computing: Networking (Fixed Framework) |
| | Computing: Software Development |
| | Computing: Software Development (Fixed Framework) |



| | |
|--|--|
| | Computing: Technical Support |
| | Computing: Technical Support (Fixed Framework) |
| | Construction Management |
| | Electronic Engineering (Fixed Framework) |
| | Electronics |
| | Engineering Practice |
| | Engineering Systems |
| | Financial and Business Management |
| | Marine Engineering |
| | Measurement and Control Engineering |
| | Mechanical Engineering |
| | Mechatronics |
| | Petroleum Engineering |
| | Supply Chain Management (Fixed Framework) |
| | Electrical Engineering |
| | Financial and Business Management (Lapsing) |



Architecture; Territorial, Urban, Environmental and Landscape Planning; Design and Communication → elective subjects among the following::

| HIGHERS | ADVANCED HIGHERS |
|--------------------------------|--|
| Art | Architectural Technology |
| Construction | Art and Design |
| Creative Industries | Building Surveying |
| Science and Mathematics | Built Environment |
| Land and Environment | Civil Engineering |
| | Computer Aided Architectural Design & Technology |
| | Computer Aided Draughting and Design |

Politecnico di Torino, in compliance with the principles of university self-government, has determined that the Advanced Higher ITALIAN LANGUAGE cannot be counted as one of the related subjects necessary to fulfill Politecnico admission requirements.

The Advanced Higher ITALIAN LANGUAGE¹ is valid as a substitute for the Italian language certificate (B1 level) for students who need to prove their knowledge of the Italian language for admission to Politecnico.

¹ <https://www.sqa.org.uk/sqa/48456.html> ;
<https://www.sqa.org.uk/files/nq/AHCourseSpecModernLanguages.pdf>



US HIGH SCHOOL DIPLOMAS <https://apstudents.collegeboard.org/course-index-page>

Applicants with a US high school diploma must have completed 3 Advanced Placement (AP) courses with a grade between 3 and 5 in three different subjects that are related to the degree programme they are applying for. The subjects which are currently considered by Politecnico di Torino as being related to its degree programmes are listed below.

LIST OF AP COURSES

| | | | |
|---|---|--|---|
| Engineering: 3 subjects chosen from those listed in the “Math and Computer Science/ Sciences (STEM)” section and in the “History & Social Sciences” section | | Architecture; Territorial, Urban, Environmental and Landscape Planning; Design and Communication: 1 subject among those listed in the “Arts” section, 1 subject among those listed in the “Math and Computer Science/ Sciences (STEM)” SECTION + 1 subject chosen from those listed in the “Math and Computer Science/ Sciences (STEM)” section or in the “Arts” section | |
| AREA | AP | AREA | AP |
| History & Social Sciences | AP Macroeconomics | Arts | AP Art History |
| | AP Microeconomics | | AP Studio Art 2-D Design |
| Math and Computer Science / Sciences (STEM) | AP Biology | | AP Studio Art 3-D Design |
| | AP Calculus AB | | AP Studio Art Drawing |
| | AP Calculus BC | | AP 2-D Art and Design |
| | AP Chemistry | | AP 3-D Art and Design |
| | AP Computer Science A | | AP Drawing |
| | AP Environmental Science | Math and Computer Science / Sciences (STEM) | AP Biology |
| | AP Physics 1 | | AP Calculus AB |
| | AP Physics 2 | | AP Calculus BC |
| | AP Physics C: Electricity and Magnetism | | AP Chemistry |
| | AP Physics C: Mechanics | | AP Computer Science A |
| | AP Statistics | | AP Environmental Science |
| | AP Computer Science Principles | | AP Physics 1 |
| | AP Physics 1 – Algebra Based | | AP Physics 2 |
| | AP Physics 2 – Algebra Based | | AP Physics C: Electricity and Magnetism |
| | | | AP Physics C: Mechanics |
| | AP Statistics | | |
| | AP Computer Science Principles | | |
| | AP Physics 1 – Algebra Based | | |
| | AP Physics 2 – Algebra Based | | |



Politecnico di Torino, in compliance with the principles of university self-government, has determined that the AP ITALIAN LANGUAGE course cannot be **counted** as one of the related subjects necessary to fulfill Politecnico admission requirements.

The AP ITALIAN LANGUAGE course is valid as a substitute for the Italian language certificate (B1 level) for students who need to prove their knowledge of the Italian language for admission to Politecnico



INTERNATIONAL BACCALAUREATE (IB)

The International Baccalaureate Diploma is valid for admission to Politecnico Bachelor's degree programmes **IF** the diploma was awarded after a period of 12 or 13 years of school attendance; and **IF** the applicants meet the following general requirements:

- at least 24 points earned in six optional subjects (of which 12 points must have been earned in subjects taken at "Higher Level")
- passing grade in the three core subjects: Theory of Knowledge (TOK), Creativity, Action, Service (CAS) e Extended Essay (EE).



ANNEX C

HOW TO TAKE THE ONLINE TIL TEST (ONLINE ADMISSION TEST)

A.Y. 2021/2022

In consideration of the ongoing COVID-19 health crisis, in a.y. 2021/22 Politecnico di Torino is going to deliver the admission tests (TIL) remotely in order to allow applicants to take the test online rather than in person. Applicants must take the admission test using a special browser that locks down all computer functions other the test. Tests are also proctored by audio and video recording through the PC webcam and microphone. Moreover, applicants must connect to a Virtual Classrooms from their smartphone or tablet. The Virtual Classrooms allow test supervisors to monitor applicants during the test.

Here follow the details and technical requirements to take the online test.

Technical requirements

Applicants need to have the technical equipment described below and they must check their equipment at home a few days before the test. The details of the system checks are listed below and will be made available on the Apply@polito platform - *TIL* section.

Technical equipment:

1. In order to take the online test, applicants must have:
 - a. a desktop or laptop computer (referred to as the “first device”) **with a webcam**, with Windows 10 or Mac operating system. The PC must be plugged to the electrical power supply and connected to the Internet. Applicants must install Google Chrome and a specific software called *LockDown Browser* on their first device. Installation instructions will be available on the applicants’ personal page of the Apply@polito platform.
 - b. a stable data network for Internet connection on the first device.
2. In order to allow test proctoring, applicants must have:
 - a. a smartphone or tablet or another PC (referred to as the “second device”) **with a webcam**, plugged to the electrical power supply and connected to the Internet. Applicants will use the second device to join the Virtual Classrooms with Google Chrome. The Virtual Classrooms are monitored by the test supervisors who will identify and supervise applicants through the second device before the beginning of the test and during the test.
 - b. a stable data network for Internet connection on the second device, preferably different from the network used on the first device.

Applicants must take the test in a quiet private place with enough light (hereinafter referred to as the “room”). They need to set up a table for the first device (referred to as the “workstation”) making sure that the light source is not directly behind it.

No one can enter the room during the test, except for assistants for students with disabilities or with specific learning disorders who have submitted a specific request for assistance.

The workstation must be clear of all objects. On the workstation, applicants are allowed to keep only their identification document, some blank sheets of paper and a pen or a pencil. Applicants must prepare all materials in advance, as they will not be allowed to leave the workstation after the beginning of the test.

What to do a few days before the test

A few days before the test, and in any case before the day preceding the test, applicants **must**:



1. install Google Chrome and the *LockDown Browser* software on their first device. The instructions and link will be made available on the applicants' personal page of the Apply@PoliTo platform. Important: applicants must install the LockDown Browser using the installation file available at the link that they can find on their personal page. Other software versions must be uninstalled as they are incompatible.
2. take the practice test at least one time before the test. The practice test is available on the applicants' personal page of the Apply@PoliTo platform – TIL section. This allows to check if the LockDown Browser has been installed correctly and helps to get familiar with it.
The practice test is made up an introductory section called “Basic technical knowledge” which includes foundations of computer science, basic principles of graphic representation and concepts of culture of technology. Applicants are required to complete this introductory section the first time they take the practice test. Completing this section is compulsory to move to the following sections that correspond to the real test sections and can be repeated more than one time.

Applicants are required to take the practice test in order to troubleshoot possible technical problems that might impair the result of the admission test.

What to do right before the test

On the day of the test, applicants must organise the room where they will take the test as explained in the previous section (*Technical Requirements*). Internet connection on **both** the first and second device **must be always active** during the test (please note that there will be an estimated data traffic of 500 MB for each device).

In the event if an Internet outage for a period of time that does not allow to properly monitor the applicant, the test will be considered invalid. This decision will be taken by the Central Committee and it is unquestionable. For more information read the next paragraphs (*Procedures in the event of persistent Internet connection problems* and *Procedures in the event of disconnection from the Virtual Classroom*).

Please note that the LockDown Browser will audio and video record applicants webcam while they take the test through their PC. The recordings can be used by the Committee to check the integrity of the test. Applicants must make sure they have an identification document, some blank sheets of paper and pens or pencils on their workstation.

What to do during the test

At the beginning of the test applicants must:

1. Log in to their personal page of the Apply@polito portal from both devices using Google Chrome
2. Join the Virtual Classroom from **the second device only**. Joining the Virtual Classroom is equivalent to signing one's attendance to the test and it certifies that the applicant has actually taken the test. After joining the Virtual Classroom applicants **must wait to receive instructions from the test supervisor**.
3. When the test supervisor calls the roll to identify the applicants, each student must use the second device to:
 - a. show his/her identification document and face;
 - b. show his/her workstation, and in particular show that the paper sheets on his/her desk are totally blank;
 - c. place the second device near him/her (for example, leaning it against some books), so that the video camera shows his/her face profile and the keyboard.

After this identification phase, the test supervisor will enable the applicant to take the test

4. Start the LockDown Browser with the first device (instructions are available on the applicant's personal page of the Apply@polito platform).
Go to the test start page and wait for further instructions from the test supervisor before starting the test.
5. Start the test when the test supervisor gives the authorization to do so.

Conduct rules during the test



During the test, applicants must behave properly as normally required during examinations. To make sure that the test is valid, applicants must strictly abide by the following conduct rules:

1. For the entire duration of the test:
 - a. do not disconnect from the Virtual Classroom and keep the webcam and microphone of the second device always on. Do not use the second device for any other purpose;
 - b. do not allow other people to enter the room where the test is taking place;
 - c. be absolutely silent during the test in order to avoid disturbing other applicants in the same Virtual Classroom (unless the applicant needs to talk to the test supervisor);
 - d. use only blank sheets of paper and a pen (if necessary);
 - e. show the workstation and identification document again if required by the test supervisor.
2. In the event of technical problems during the test, raise a hand or call the test supervisor;

Applicants are not allowed to use headphones, earphones, calculators, notes or other teaching material during the test, without prejudice to the provisions for students with disabilities or specific learning disorders.

The test supervisors will monitor the applicants during the test to make sure they are complying with the conduct rules. If an applicant violates the conduct rules, the test supervisors will immediately inform the Central Committee that will decide on the immediate invalidation of the test.

How the test works

The test is divided into sections, as explained in the Call for application for admissions to the Bachelor's degree programme of Politecnico and on the website of the University <http://orienta.polito.it/en/enrolment>. Each section must be completed in a given pre-set time. The sections must be completed following the same order shown on the applicants' personal page of the Apply@PoliTo platform. Applicants are not allowed to move to the next section until the previous section time expires.

The test automatically finishes when the overall time expires.

Test scores

Applicants will see their test score on their personal page of the Apply@PoliTo platform immediately after the test.

In the event of suspect inappropriate behaviour of an applicant, at the end of the test the Central Committee will examine the reports and the recordings of the LockDown Browser as well as the video and audio recordings of the Virtual Classroom.

The Central Committee has three working days from the test date to examine the recordings and verify if there has been a violation of the conduct rules. In such case, the test will be invalidated and the applicant will be informed by e-mail.

Procedures in the event of persistent Internet connection problems

In the event of an Internet outage (on both devices) lasting for a period of time that does not allow to monitor the integrity of the test, the test will be considered invalid. This decision is taken by the Central Committee and it is unquestionable.

If an applicant has persistent Internet problems, the Central Committee may decide to reschedule the test on a new date for one time only. In this case the applicant will not have to pay the TIL registration fee again. Information on the rescheduled test will be sent to the applicant in due time by ticket.

If the applicant has the same technical problems when he/she retakes the test, he/she may independently decide to register for a new TIL test and he/she will pay the corresponding registration fee.

Procedures in the event of disconnection from the Virtual Classroom

If the applicant's second device is disconnected from the Virtual Classroom for a period of time that does not allow to monitor the applicant during a specific section of the test, the applicant and the test supervisor will receive a message on their screens.



The test supervisor will disable the test but the applicant will be able to complete the ongoing section. In order to move to the next section the applicant must join the Virtual Classroom again.

In the event of disconnections depending on poor network quality that cannot be solved quickly enough to complete the test within the pre-set time, the test will be rescheduled on a new date during the same session or the next. In this case, the applicant will have to take the whole test again (no matter if the disconnection happened during a specific section).

In the event of technical problems caused by Politecnico during a specific section of the test, the applicant will be able to retake the test and his/her results in the other sections remain valid. In this case, the applicant will promptly receive a ticket with the practical details about the rescheduled test.

Applicants with disabilities or with specific learning disorders (SpLD)

Applicants with certified disabilities or specific learning disorders (SpLD) who want to request special arrangements to take the online test must upload their certificate of disability/SpLD to the Apply@polito platform ("Personal information" section) before the test registration deadline (art. 3 of the Call for applications)

The Special Needs Unit of Politecnico di Torino will examine the certificates which must be in line with the provision of art. 5 of the Call, without prejudice to the provisions of the new directive of the Ministry of Education, University and Research (MIUR) dated 15th April 2020, which extended the validity of the certificates issued more than 3 years ago. Due to the current health crisis, this new rule remains in force until the end of the emergency or until new provisions are approved.

Applicants who submit a certificate of disability or specific learning disorder (SpLD) are entitled to take the online test with a 30% extra time compared to standard test time and they can use a non-programmable calculator. Applicants who need other kinds of support to take the test (a person who helps them use the PC, a person who reads for them, etc.) must contact the Special Needs Unit in advance through the ticketing service.

Applicants who are not able to use the software required for the test due to their health condition can inform the Special Needs Unit. Exclusively in these cases, the University may organize an in-person test session with video-surveillance of the Committee members if this is compatible with the epidemiological situation.

Privacy policy and access to documents

In accordance with the General Data Protection Regulation (EU Regulation 2016/679 – GDPR) and the "Code on the protection of personal data" (D.R. no.196 of 30th June 2003 and further amendments), Politecnico di Torino (Data Controller) shall process applicants' personal data exclusively in pursuit of its institutional aims connected to the admission tests. Due to the current epidemiological situation, the test will be delivered online using the Respondus platform.

Politecnico di Torino shall process personal data in accordance with art. 9, par. 2 g) and art. 49, par.1 b) and d) of the GDPR.

The Respondus Terms of Use for Students are available at <https://web.respondus.com/tou-monitor-student/>. The Respondus Privacy Policy (<https://web.respondus.com/privacy/privacy-additional-monitor/>) provides information on the processing of personal data.

Recordings will be kept for no longer than is necessary for the purposes of monitoring the test. In the event of an applicant's complaint, the legal basis for use and retention of recordings is the protection of the applicant's rights. Politecnico di Torino will monitor the test and examine the recordings after the test, reserving itself the right to declare the test invalid in the event of student conduct violations.

Applicants are required to behave according to the guidelines of the [Code of Ethical](#) conduct of the university community.

The University policy on the processing of personal data is available at <https://didattica.polito.it/privacy/>

Access to documents

Access to test-related documents is allowed in the forms provided for by current legislation and in accordance with the "Regulations on access to administrative documents pursuant to Law. No. 214/1990, civic access and general civic access pursuant to D.lgs. n. 33/2013".