

**CALL FOR ADMISSIONS TO
THE BACHELOR'S DEGREE PROGRAMMES OF THE ENGINEERING AREA FOR A.Y. 2017/18**

Rectoral Decree no. 55 dated 13th February 2017

THE RECTOR

Having regard to the University Statute;

Having regard to the current General Academic Regulations of the University;

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 the educational autonomy of Universities";

Having regard to the Ministerial Decrees dated 16th March 2007, "Determination of the degree classes" and "Determination of the single-cycle 2nd Level degree classes";

Having regard to Ministerial Decree no. 47 dated 30th January, 2013;

Having regard to the provisions for the enrolment of foreign and European Union students referred to in the ministerial circular dated 16th April 2015, protocol No. 6589;

Having regard to Rectoral Decree no. 508/2016 which approves: the admissions tests for the Bachelor's degree programmes of the Engineering area for a.y. 2017/2018 in Chile and Argentina and the subsequent opening of the Apply@polito registration procedure in order to allow the choice of the preferred degree programme from the 2016/2017 course catalogue until the 2017/2018 course catalogue is approved by the Governing Bodies; the calendar of the tests and the registration fee of €20,00 amount for the above mentioned tests;

Having regard to the respective resolutions of the Academic Senate on 6th October 2016, and of the Board of Governors on 19th October 2016, concerning the minimum admission thresholds and the guaranteed admission thresholds for the Bachelor's degree programmes with locally programmed admissions;

Having regard to Rectoral Decree no. 535/2016 which establishes the initiation of the procedure for the "Admissions to the Bachelor's degree programmes with locally programmed admissions – a.y. 2017/2018", the appointment of the person in charge with the proceedings, the minimum and guaranteed admission thresholds, the candidate categories, the test dates, the opening of the applications for the "Progetto Orientamento", the registration fee for the TIL-I (Test in Laib in Engineering) taken in Italy, the designation of the Central Committee;

Having regard to the respective resolutions of the Academic Senate on 22nd November 2016, and of the Board of Governors on 29th November 2016, in which:

- as of March 2017 enrolment is opened to those students who have passed the guaranteed threshold; students who do not meet all the necessary requirements yet (conferral of high school diploma and language requirement, when applicable) are provisionally enrolled at Politecnico;
- the above mentioned students are given access to the video lessons of first-year compulsory courses;
- candidates who meet the requirements are allowed to sit the exams in the summer and fall 2017 examination sessions; if the exams are passed, they will be validated for the academic career;
- enrolment is open to those candidates who hold a diploma obtained after attending school for at least 12 years. Such qualification must allow admission to a university programme in the issuing country; such university programme must be equivalent to the programme requested in Italy; moreover the diploma must have been achieved after having attended at least one year in a foreign system, except as provided for by bilateral agreements;
- the TIL registration fee and the enrolment fee have been set;

Having regard to the resolution of the Language Centre Academic Head of staff dated 22nd December 2016 approving the tables of language certificates valid as of the 2017/2018 a.y.;

Having regard to the respective resolutions of the Academic Senate on 30th January 2017, and of the Board of Governors on 1st February 2017, concerning the first instalment of the tuition fees;

Considering that the resolutions mentioned in the introduction have been made available on the University website in order to facilitate the use of the necessary information by prospective students and their families;

DECREES

Art. 1

(Initiation of the procedure and places available)

1. For the Bachelor's degree programmes of the Engineering area for a.y. 2017/2018, a Call is made for admissions limited to the number of student places that will be published with Rectoral Decree at a later stage, in compliance with the resolution of the Board of Governors concerning the number of locally programmed admissions.
2. The TIL-I is held in the University's computer laboratories (LAIB) or in other duly indicated locations in Italy or abroad, as shown on <http://orienta.polito.it/>
3. Admission to programmes referred to in this article is subject to prior accreditation of the same pursuant to current provisions.
4. Having considered recent trends and the number of withdrawals from studies which have taken place before 31st October in the latest academic years, in order to allocate all the student places available and to speed up the enrolment operations, the number of student places that can be assigned for each programme could be higher than the number of places indicated by the Rectoral Decree referred to in paragraph 1.

Art. 2

(Requirements for enrolment in the Bachelor's degree programmes of the Engineering area)

1. The requirements for enrolment in the Bachelor's degree programmes of the Engineering area are indicated in Table A and in Table B, attached to this Call, of which they are integral part.
2. For the purposes of the ranking lists, the following student categories have been given the following meaning:

Quota students: non-EU students residing abroad with a foreign educational qualification.

European Union students:

- Italian citizens, or
- Other EU nationals, or
- Foreigners legally residing in Italy (not requiring a Visa permit) with a foreign educational qualification

Equivalent students: EU nationals and non-EU nationals legally residing in Italy, diplomats, holders of an Italian Upper Secondary School qualification obtained in Italy or abroad (Law no. 189/2002)

Assimilated students: EU students and equivalent students except for candidates who hold an Italian Upper Secondary School qualification obtained in Italy

3. The score obtained in the TIL-I is only valid for enrolment in the academic year 2017/18.
4. The minimum threshold for being included in the ranking list is 20/100 for all student categories.
5. The guaranteed admission thresholds for the Bachelor's degree programmes are the following:
 - EU and equivalent students: 60/100 to be admitted in the Bachelor's degree programme of first preference; 50/100 to be guaranteed admission to a Bachelor's degree programme referred to in this Call;
 - quota or assimilated students: 30/100 to be admitted in the Bachelor's degree programme of first preference, except for the Bachelor's degree programme in Automotive Engineering/ Ing. Dell'Autoveicolo, which requires a minimum score of 50/100.
6. Candidates fulfilling the requirements referred to in art. 6 are exempted from taking the TIL-I.

Art. 3

(Participation in the TIL-I)

1. Application to take the TIL-I is made by all candidates through the online registration on the University platform called Apply@Polito. Such application is finalized upon concurrent payment of the registration fee referred to in paragraph 5. Further test days and times might be organized for the last TIL-I session in order to allow a wider participation.
2. Candidates intending to take the TIL-I must specify 5 different Bachelor's degree programmes in order of preference. The deadline for changing the preference order or for substituting a choice is **no later than 31st August 2017**, regardless of the TIL-I date. For quota students only, the deadline is **13th September 2017**.

3. The TIL-I are organized in compliance with current legislation on disabilities and specific learning difficulties. The procedures to take the TIL-I for students referred to in this paragraph are listed on the University website <https://didattica.polito.it/disabili/it/presentazione>; the same website also lists the Administration Offices to which it is possible to request the necessary support to sit the aforementioned TIL-I.
4. Detailed information on how to register on the Apply@ Polito platform, how to participate and how the TIL-I takes place is explained on the University webpage <http://orienta.polito.it/>.
5. The registration fee for the TIL-I has been set as follows:
 - € 50,00 for TIL-I taken in Italy;
 - € 20,00 for TIL-I taken abroad.

The amount paid cannot be reimbursed under any circumstances, nor it can be considered valid for TIL sessions other than the one for which the candidate had registered.

6. The payment can be made using various payment methods, including:
 - Credit cards (Visa and MasterCard only – American Express is not accepted), generating an immediate payment;
 - Pre-printed notice of payment, such as for instance the MAV, generating a deferred payment.

The use of the deferred payment method (for instance, a pre-printed notice of payment) is valid solely and exclusively if it is supported by a self-declaration of the payment date certifying that the payment was made before the deadline. The self-certification must be submitted within the same deadline. Should the self-certification be found to be false or incorrect, the registration for the test, or the test itself, will be cancelled.

Detailed practical information, as well as further possible payment methods, will be notified exclusively on the University webpage <http://orienta.polito.it/>

As indicated on Apply@polito, at the end of the TIL-I registration procedure, the system will notify the candidates of the registration confirmation by e-mail.

7. The TIL-I in Italy are held in sessions according to the following calendar:

Test type	Test date
TIL-I (reserved to the students who have participated in the "Progetto di Orientamento Formativo")	22 nd and 23 rd February 2017
TIL-I	9 th March 2017
	5 th April 2017
	9 th May 2017
	18 th and 19 th July 2017
	30 th and 31 st August 2017
TIL-I (reserved to quota students)	14 th September 2017

Further possible test dates, in Italy and abroad, will be notified exclusively by publishing the information on the University webpage <http://orienta.polito.it/>.

8. Candidates can take the TIL-I in one or more subsequent sessions; in the second case, the result of the last test invalidates the score previously obtained.

Art. 4 (Contents of the TIL-I)

1. The TIL-I consists of an individual test, available in English and Italian, which is different for each candidate. It is made up of automatically and randomly selected computer interface questions. All tests have an equivalent difficulty.
2. The TIL-I consists of 42 questions, divided into 4 sections, with a predetermined number of questions to be finished within a pre-set time: 18 Maths questions to be performed in 40 minutes, 6 verbal comprehension questions in 12 minutes, 6 logic questions in 12 minutes and 12 Physics questions in 26 minutes. The total time for the TIL-I 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.

3. The result of each individual test is determined as follows: 1 point for each correct answer, 0 points for each unanswered question and a penalty of 0.25 points for each incorrect answer. The score is converted to hundredths and calculated up to the second decimal position. At the end of the test candidates will be able to see their test outcome on their screens.

Art. 5 (Progetto Orientamento)

1. A dedicated TIL-I session, held on 22nd and 23rd February 2017, is reserved to the students who have participated in the "Progetto Orientamento" organized by the University in cooperation with high schools, and who have carried out at least 75% of their school program in the area of Mathematics and Physics and intend to enrol in a Bachelor's degree programme at Politecnico.
2. The students who have participated in the "Progetto Orientamento" and taken the corresponding TIL-I will have to insert the conferral date of their Upper Secondary School diploma and the corresponding result (grade obtained in the "esame di stato/maturità") **before enrolment** and in any case **no later than 2.00 p.m. of 4th September 2017**. Failure to add such data will result in the candidate's loss of the right to be included in the ranking list referred to in article 7, paragraph 1, letter b).
3. Students participating in the "Progetto Orientamento" may eventually resit the TIL-I, starting from the March session and upon previous payment of the corresponding fee.

Art. 6 (Exemptions from TIL-I)

1. Upon specific request, candidates may be exempted from TIL-I when holding **SAT, GRE and GMAT certificates, recognized as equivalent to passing the TIL-I** (grading equal to or higher than the guaranteed admission threshold) according to the following specifications:

	<u>Academic year 2017/18</u>
SAT Up to March 2016	SAT test (sections: Critical reading, Writing, Mathematics) and SAT Subject Test (sections: Physics and Mathematics Level 1 or 2), with a minimum score of 500 points in each section. The three sections of the SAT test can be replaced by the ACT Test with a minimum score of 20.
SAT After March 2016	SAT (sections: Evidence-Based Reading and Writing, Math) and SAT Subject Test (sections: Physics and Mathematics Level 1 or 2), with a minimum score of 500 points in each section. The two sections (Evidence-Based Reading and Writing, Math) of the SAT test can be replaced by the ACT Test with a minimum score of 20.
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 a minimum score of 500 in the two "Verbal" and "Quantitative" sections and with any score in the "Analytical Writing" section.

2. To take advantage of the aforementioned exemption, candidates are required to submit the relevant certifications by uploading them on their Apply@polito personal page within 21st July 2017. The outcome of the verification process will be announced via e-mail no later than 4th August 2017.
3. Candidates holding a university degree included among those listed in Table C, attached to this Call, of which it is integral part, are exempted from taking the TIL-I test.

4. Candidates who are exempted from the TIL-I within the meaning of this article are not entitled to the enrolment fee reduction referred to in article 12, paragraph 4.

Art. 7 (Results of the TIL-I)

1. The results of TIL-I shall be made public through the publication of:
 - a. one list of all students, except for quota students, and one list of quota students who have obtained a TIL-I score higher than or equal to the guaranteed threshold enabling the candidate to enrol in the programme of first preference; these lists will be published after each TIL-I session has taken place.
 - b. one ranking of all students, except for quota students, and one ranking of quota students for the allocation of residual student places.
2. The results referred to in paragraph 1 shall be published with Rectoral Decree, on the online Bulletin (*Albo online*) of the University, on the Apply@Polito candidate page and on the University webpage <http://orienta.polito.it/>, with the following schedule:
 - a. the list of the students referred to in paragraph 1, letter a): after each TIL-I session;
 - b. the ranking of all students, except for quota students, referred to in paragraph 1, letter b): **Tuesday 5th September 2017**;
 - c. the ranking of the quota students referred to in paragraph 1, letter b): **Friday 15th September 2017**.
3. All candidates shall insert the conferral date of their Upper Secondary School diploma and the corresponding result (grade obtained in the “esame di stato/maturità”) **before enrolment** and in any case no later than:
 - 2.00 p.m. of 4th September 2017 for all candidates except for quota candidates;
 - 6.00 p.m. of 14th September 2017 for quota candidates only.Failure to insert the data will result in the candidates' loss of the right to be included in the ranking list referred to in paragraph 1, letter b).

Art. 8 (How the lists and the rankings are made)

1. The lists referred to in article 7, paragraph 1, letter a) include all the students who hold the right to enrol in the programme of first preference, following the order of the Apply (F user) identification code.
2. The ranking lists referred to in article 7, paragraph 1, letter b) are made on the basis of the following criteria:
 - a. one single ranking for all the Bachelor's degree programmes of the Engineering area;
 - b. candidates are sorted in descending order on the basis of the score obtained in the TIL-I;
 - c. In case of equal ranking, the score obtained in the individual sections that make up the TIL-I shall prevail, considered in the following order: Mathematics, Verbal comprehension, Logic and Physics. In case of a further equal ranking, the younger student candidate will be chosen.
3. The ranking lists referred to in paragraph 2 classify the students into the following categories:
 - **ENROLLED STUDENT**: student who has completed phase 1 of the online enrolment procedure (as indicated in article 10);
 - **ASSIGNED STUDENT**: student who **MUST** complete the enrolment procedure in the assigned Bachelor's degree programme within the deadline; failure to enrol will result in the allocation of the assigned student place to another candidate – therefore, failure to enrol within the deadlines entails permanent renouncement of the place.
 - **BOOKED STUDENT**: student who can enrol in a programme that is not a first choice, and who is on the waiting list for one or more programme/s with higher preference according to the preference order expressed during the application process.
In this case the student **CAN** either:
 - enrol in the assigned programme and automatically give up all the other preferences already expressed;
 - wait for the next call/s and **confirm his/her intention to remain on the ranking list through Apply@polito.**In any case the student **MUST** explicitly choose one of the two options in order not to irrevocably lose the possibility to enrol. Failure to do so entails permanent renouncement of the place which will be assigned to another student on the ranking list.

- **STUDENT ON WAITING LIST:** student to whom it has not been possible to assign a place in any of the chosen degree programmes, but who could be assigned a place in a non-saturated degree programme in subsequent calls. The student must wait for the next the call/s.
- **NOT ADMITTED STUDENT:** student who has not reached the minimum admission threshold.

Art. 9 (How the rankings are updated)

1. The students included in the ranking lists referred to in article 7, paragraph 1, letter b) are assigned a place on the basis of their preferences, starting from the first preference, and within the limit of available student places, according to the following criteria:
 - a. when available, the first choice is assigned to the candidate (ASSIGNED student);
 - b. if the candidate's first choice is not available, the next choices are taken into consideration, until a degree programme with at least one available place is identified, and - in that case - the candidate is offered the possibility to enrol in that programme. As far as previous choices are concerned, the candidate is placed on waiting list (BOOKED student), unless all programmes with higher preferences expressed during the application process are full (in this case the student will be ASSIGNED to the first programme with residual places);
 - c. if a candidate cannot be assigned a place in any of the programmes of his/her choice, but there are residual places in other Bachelor's degree programmes, the computer system will assign the candidate a place in one of the above mentioned programmes; enrolment in such programme will be possible after the beginning of classes on 2nd October 2017;
 - d. if all places available have been already assigned, the student has to wait for the next call/s (student ON WAITING LIST), since he/she could be assigned a place in a non-saturated programme in the next calls.
2. The results of the allocations of places to those students included in the ranking lists referred to in article 7, paragraph 1, letter b), are notified on the basis of the next updates of the rankings that take into account the number of students enrolled within the deadlines referred to in article 10.
3. The ranking closing date for EU and equivalent students, to be intended as the deadline for any change to happen in the rankings, is 13th October 2017.
4. After the ranking closing date, and in any case no later than 31st October 2017, possible places might become available with respect to the total number of student places announced in article 1, paragraph 1, as a consequence of students' withdrawals. Following the ranking list order, such possible new places will be offered to those candidates who had chosen that particular programme as their first preference, but had already enrolled in another programme of lower preference. In these cases, if the offer is accepted by the student, the student will be automatically assigned to the new programme.

Art 10 (Enrolment procedure)

1. The enrolment procedure is organized into two phases and is considered completed when both phases have been concluded.
2. **First phase of the online enrolment procedure:**
The first phase of the online enrolment procedure for all candidates, except for quota candidates, takes place on the basis of the following schedule:

Starting date	End date	Candidate type
Monday 13 th march 2017	2.00 p.m. of Monday 4 th September 2017	Candidates who passed the guaranteed thresholds
Tuesday 5 th September 2017	2.00 p.m. of Thursday 7 th September 2017	Candidates who are conveniently placed in the ranking list upon its first publication
Friday 8 th September 2017	2.00 p.m. of Monday 11 th September 2017	Candidates who are conveniently placed in the ranking list upon the ranking update of Friday 8 th September
Tuesday 12 th September 2017	2.00 p.m. of Thursday 14 th September 2017	Candidates who are conveniently placed in the ranking list upon the ranking update of Tuesday 12 th September

Friday 15 th September 2017	2.00 p.m. of Monday 18 th September 2017	Candidates who are conveniently placed in the ranking list upon the ranking update of Friday 15 th September
Tuesday 19 th September 2017	2.00 p.m. of Thursday 21 st September 2017	Candidates who are conveniently placed in the ranking list upon the ranking update of Tuesday 19 th September
Friday 22 nd September 2017	2.00 p.m. of Monday 25 th September 2017	Candidates who are conveniently placed in the ranking list upon the ranking update of Friday 22 nd September
Tuesday 26 th September 2017	2.00 p.m. of Thursday 28 th September 2017	Candidates who are conveniently placed in the ranking list upon the ranking update of Tuesday 26 th September

There might be further updates of the ranking list, if necessary. The related deadlines for enrolment will be published exclusively on the University website <http://orienta.polito.it/>

The first phase of the online enrolment procedures for quota candidates takes place on the basis of the following schedule:

Starting date	End date	Candidate type
Monday 13 th March 2017	2.00 p.m. of Wednesday 20 th September 2017	Candidates who passed the guaranteed thresholds and candidates who are conveniently placed in the ranking list upon its publication
Thursday 21 st September 2017	2.00 p.m. of Monday 16 th October 2017	Candidates who are conveniently placed in the ranking list upon the ranking update of Thursday 21 st September

- Candidates enrol at Politecnico through the online procedure, with simultaneous payment of the first instalment of the tuition fees, with the exception of the exemption cases provided for by the 2017/18 Fee Regulations, which will be specifically issued with a Rectoral Decree within 31st March, and by the Fee Guide.
- The first instalment of the tuition fees due upon enrolment for the 2017/2018 academic year is **200,00 Euro**. Students who enrol within 29th August – with the exception of candidates exempted from the TIL-I referred to in article 6 – are granted a 70,00 Euro fee reduction. Further information on tuition and fees will be available in the 2017/18 Fee Regulations and in the Fee Guide.

The payment can be made using the following payment methods:

- Credit cards: Visa and MasterCard only (American Express is not accepted), generating an immediate payment.
- Pre-printed notice of payment, for instance the MAV, generating a deferred payment.

Practical details will be published exclusively on the University website <http://orienta.polito.it/>.

At the end of the first phase of the online enrolment procedure the system will notify the student of its conclusion by e-mail.

The use of the deferred payment method (for instance, a pre-printed notice of payment) is valid solely and exclusively if it is supported by a self-declaration of the payment date certifying that the payment was made before the deadline. The self-certification must be submitted within the same deadline. If the self-certification is found to be false or incorrect, the first phase of the online enrolment procedure will be cancelled and the candidate will lose the right to enrol for the 2017/2018 academic year.

At the end of the first phase of enrolment, provided that the candidate meets all the admission requirements and is not awaiting the evaluation of previous academic careers, he/she will be assigned a student number and will get access to all services offered by Politecnico.

Should this not be the case, the student can reserve his/her place by paying the first instalment of the tuition fees.

- Online enrolment of candidates who are not yet in possession of the Upper Secondary School diploma shall be accepted as “provisional” enrolment. Enrolment shall be completed in accordance with the instructions available on the candidate's Apply@polito personal page, no

later than 2.00 p.m. of 4th September 2017. In case of failure to insert the data, the enrolment will be cancelled.

3. **Second phase of the enrolment procedure at the Office of the University Registrar**

The enrolment becomes effective with the presentation of the documentation mentioned in Table A attached to this Call (section named "Original documents to be presented for enrolment") at the Office of the University Registrar. This phase shall be completed **no later than 31st October 2017**.

- Before completing the second phase of the enrolment procedure, candidates holding a foreign educational qualification **MUST** go to the Incoming Mobility Office – International Affairs Area for the evaluation of the documents listed in Table A and Table B attached to this Call, of which they are integral part.

In the absence of the documents referred to in points e), h) and m) of the attached Table A (section named "Original documents to be presented for enrolment"), the enrolment will be accepted as provisional. This provisional condition shall be dropped by 1st March 2018 with the presentation of the documents. Otherwise the enrolment will be cancelled, with immediate cancellation effect on any educational career developments occurred in the interim.

The enrolment is accepted as provisional also in the case of students holding a foreign educational qualification who are waiting for the Regional School Office to issue the declaration of equivalence of their Upper Secondary School diploma, which is necessary for enrolment. This provisional condition shall be dropped by 1st March 2018.

In case of absence or partial fulfilment of the other requirements listed in Table A and Table B attached to this Call, of which they are integral part, the candidate loses the right to move to the second phase of the enrolment procedure.

4. **Underage candidates:** the candidate who is underage on the date of online enrolment shall reserve his/her student place by paying the first instalment of the tuition fees; in order to complete the second phase of the enrolment procedure, the candidate can:

- go to the Office of the University Registrar accompanied by an adult or by a legal guardian; or else,
- go to the Office of the University Registrar bringing a self-certification (*dichiarazione sostitutiva di certificazioni* - Articles 5 and 46 of Presidential Decree no. 445 of 28th December 2000). The self-certification can be downloaded from the candidate's Apply@polito personal page and must be signed by a parent or legal guardian; a photocopy of the identification document of the signer must be attached as well.

5. In case of non-compliance with the deadlines referred to in this article or with the requirements listed in Table A and Table B attached to this Call, of which they are integral part, the candidate loses the right to enrol and will not be entitled to ask for refund of the first instalment of the tuition fees referred to in this article, whatever the reason brought forward as a justification.

Art. 11

(Possible places reserved to quota students that remain unassigned)

1. After publication of the list and the ranking of quota students, referred to in article 7, paragraph 2, letter b), residual places remaining unassigned as a consequence of failure to pass the minimum admission threshold, shall be promptly notified to the Ministry of Education (MIUR).
2. Given that these places are not re-assignable to quota students who have not taken the admissions test, and considering that the last TIL-I session for quota candidates is set on 14th September 2017, actually those places cannot be available for quota students who have not found a place in other Italian universities.
3. The residual places referred to in this article and not used within the meaning of the previous paragraph 2 shall be assigned, in accordance with the schedules, to EU and equivalent students.

Art. 12

(Candidates who take multiple admissions tests)

1. Candidates who have taken multiple admissions tests in order to access different Bachelor's degree programmes offered by the University and who can enrol in an Engineering programme and are on a waiting list for one or more programmes in Architecture must enrol before the deadline, to avoid losing their place. Subsequently, if candidates also find they are entitled to a place for enrolment in another degree programme, they must go to the Office of Student Services within the enrolment deadline date.

2. Candidates who have taken the TIL-I and are awaiting the results of the admissions tests to other Universities must enrol before the deadline, to avoid losing their place; subsequently, if candidates also find they are entitled to a place for enrolment in other Universities' programmes, they may go to the Office of Student Services and request the withdrawal/transfer to the new programme. This operation requires a 16.00 Euro revenue stamp to be attached to the corresponding application form. In any case the tuition fee previously paid will not be refunded to these candidates.

Art. 13
(Offices and Admissions procedure manager)

1. Offices:
Candidates holding an Italian educational qualification can refer to:
Ufficio Orientamento (Orientation Office) – tel. 011.0906254 – e-mail: orienta@polito.it;
web: <http://orienta.polito.it/>.
Candidates holding a foreign educational qualification can refer to:
Ufficio Mobilità Incoming – tel. 011.0908654 – e-mail: international.admission@polito.it;
web: <http://international.polito.it/en/>.
2. The person responsible for the admissions procedure referred to in this Call is Mrs. Mahée Ferlini, Head of the Division of Student Affairs.

Art. 14
(Committees)

1. The Central Committee has been appointed with Rectoral Decree 353/16; successive Rectoral Decrees shall appoint the members of the Laboratory Committees that shall be responsible for the implementation of each TIL session.

Art. 15
(Privacy policy and Access to documents)

1. The information provided for in Article 13 of the "Code regarding the protection of personal data" (Legislative Decree No. 196 of 30th June 2003) is available at: <https://didattica.polito.it/privacy/>.
2. Access to all documents is allowed in the forms provided for by current Legislation.

Art. 16
(Final provisions)

1. For all matters not expressly provided for in this Call, reference is made to existing legislation concerning locally programmed admissions.
2. Communication with candidates will take place primarily through the Apply@Polito platform. Specific communications might be sent via email or SMS using the contact details provided by candidates during registration on the platform.
3. Politecnico does not take any responsibility in case of unavailability of recipients and for loss of communications due to inexact indication of a candidate's email address or telephone number or due to delay or failure to notify changes to the contacts provided during registration.
4. This Call is published on the online University Bulletin available at https://www.swas.polito.it/dotnet/albo_online/. The same can be found on <https://orienta.polito.it>.
5. An appeal against this Call for Admissions can be made to the Administrative Court or the President of the Republic, respectively, within 60 days or 120 days from the date of publication.

THE RECTOR
Prof. Marco Gilli
f.to Marco GILLI