



POLITECNICO
MILANO 1863

**DEADLINE: Tuesday 10 October 2023 at 12:00
noon (Italian time)**

The Rector

Having regard to Law no. 168 of 9.5.1989; Having regard to Law no. 240 of 30.12.2010;

Having regard to the Ministry of Education, University and Research (MIUR) Decree "Reorganisation of the Specialization Schools in the field of protection, management and valorisation of cultural heritage" of 31/01/2006;

Having regard to the Statute of the Politecnico di Milano issued with Rectoral Decree 623/AG of 23/02/2012;

Having regard to the new Regulation for the Graduate School in Architectural and Landscape Heritage , issued with Rectoral Decree No. 1871, Protocol 37478 of 03/03/2020

Having regard to the Decision by the Board of the Graduate School in Architectural and Landscape Heritage dated **06/06/2023** which approved the Degree Programme for the academic year 2023/2024;

Having regard to the decision by the Board of the Department of Architecture and Urban Studies on **14/06/2023** which approved the Degree Programme for the academic year 2023/2024;

Having regard to the Decision by the Board of the Graduate School in Architectural and Landscape Heritage on **04/07/2023** which approved the content of the call for applications for admission and the selection criteria;

Having regard to the decision by the Board of the Department of Architecture and Urban Studies on **13/07/2023** which approved the content of the call for applications for admission and the selection criteria;

Having regard to the decision by the Academic Senate on **17/07/2023** which approved the Degree Programme for the academic year 2023/2024, the content of the call for applications for admission and the selection criteria;

Having regard to the decision by the Board of Governors on **25/07/2023** which approved the Degree Programme for the academic year 2023/2024, the content of the call for applications for admission with related selection criteria;

HEREBY DECREES

Art. 1
(Institution)

The call for applications for admission to the Graduate School in Architectural and Landscape Heritage at the Politecnico di Milano for the academic year 2023/2024 is issued.

The maximum number of applicants that can be accepted for the academic year 2023/2024 is set at **20**.

Art. 2
(Admission requirements)

The admission process is open to Italian and foreign applicants that hold a Laurea (equivalent to Bachelor of Science) diploma obtained under the educational system in force prior to Ministerial Decree No. 509 of 3.11.1999, or a specialization degree obtained in accordance with Ministerial Decree No. 509 of 3.11.1999, or a Laurea Magistrale (equivalent to Master of Science) obtained in accordance with Ministerial Decree No. 270 of 22.10. 2004, or another academic qualification awarded abroad which is of comparable duration and content to the Italian qualification and has been approved in advance by the selection committees for the degree classes in question.



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The application process is open to graduates in "Architecture" under the old educational system in force prior to Ministerial Decree 509/1999 and graduates of specialization degree programmes or corresponding Laurea Magistrale (equivalent to Master of Science) programmes which fall within class 4/S "Architecture and Construction Engineering" pursuant to Ministerial Decree 509/99 and LM-4 "Architecture and Building Engineering-Architecture" pursuant to Ministerial Decree 270/04, considered to be reference classes, with full recognition of the 300 credits awarded.

The application process is also open to graduates of second level degree programmes (specialization degrees or corresponding Laurea Magistrale (equivalent to Master of Science) classes):

-2/S "Archaeology", LM-2 "Archaeology";

-10/S "Conservation of architectural heritage and environment", LM-10 "Conservation of architectural heritage and environment";

-12/S "Conservation and restoration of cultural heritage", LM-11 "Conservation and restoration of cultural assets";

- 95/S "History of art", LM-89 "History of art".

The school will also accept applicants that hold a qualification awarded by a foreign university which is equivalent to a Laurea Magistrale (equivalent to Master of Science), in the degree classes listed above. The equivalence of the qualification awarded abroad is declared for the sole purposes of enrolling at the school.

Applicants with foreign qualifications must present all documentation necessary for the purpose of enabling the relevant selection committees to decide on the suitability of the qualification awarded abroad, namely:

- qualification issued by a country outside the European Union:

Declaration of equivalence issued by the diplomatic mission of the country to which the educational system of the qualification awarded refers;
or Diploma Supplement in English; or
documentation in Italian or English which is deemed to be suitable by the selection committee and the offices.

- qualification issued by a country belonging to the European Union:

Diploma Supplement in
English, or
documentation in Italian or English which is deemed to be suitable by the selection committee and the offices.

The School will also accept applications for admission from applicants that do not hold the qualification required by the deadline of the call for applications. The qualification required for admission must however be obtained and presented prior to the start date of teaching activities, under penalty of losing the right to admission. In this case, admission is understood to be conditional.

For the academic year 2023/2024, the qualification required for enrolment must be obtained no later than 31 October 2023.

Art. 3 (Application process)

Applicants that meet the requirements set out in Article 2 may apply for admission exclusively through the application Admission requests > Admission by selection process, which is available through the Politecnico di Milano's online services.

In order to access the application, the applicant must register in advance and provide his or her personal information and details by following the instructions at the link: www.polimi.it/servizionline

The application must be completed by no later than 12:00 noon (Italian time) on 10/10/2023 and must include the documentation requested, otherwise the application will not be accepted.

Completion of the online application is the equivalent of submitting an application for this call and entails acceptance of its contents.

Once the application has been completed, it cannot be amended.



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It is however possible to delete the application and resubmit it from scratch, by no later than the aforementioned deadline.

In all cases mentioned above, it is the applicant's responsibility to check that the process has been completed correctly. Applications that are not completed or do not include the documentation indicated in this article will be deemed to be invalid and the applicant will not be considered.

The applicant must include the following in the application:

- for qualifications awarded by **foreign institutions**:
academic qualification held and required for admission onto the specializing course, which was awarded by a foreign university, specifying: date of qualification award (or expected date of award if the qualification has not yet been awarded), awarding university, official duration of the programme, as well as all documents necessary for the recognition and evaluation of the suitability of the qualification, for the sole purposes of admission to the specializing course;
- for **qualifications awarded in Italy**:
Self-certification of the academic qualification held and required for admission onto the specializing course, which was awarded by an Italian university, specifying: date of qualification award (or expected date of award if the qualification has not yet been awarded), awarding university, official duration of the programme, as well as all documents necessary for the recognition and evaluation of the suitability of the qualification, for the sole purposes of admission to the specializing course, as specified in Article 2;
- A curriculum vitae and academic record, which must contain the dissertation title;
- It is also possible to attach other documents that the applicant deems to be necessary for evaluation (for example, dissertation abstract, any scientific publications and/or a professional portfolio), with a maximum file size of 35MB per attachment.

The personal data requested will be processed in compliance with Regulation (EU) 2016/679

The applicant, before completing the application, must confirm that he/she has read the policy relating to the processing of personal data for administrative processes which can be found on the university's website: <https://www.polimi.it/en/policy/privacy/index.html> and the specific information document which can be found at the site <http://www.ssbap.polimi.it/>. The applicant must give his/her consent for the processing of personal data for the purposes of:

- verification of the entry requirements for the Specializing Course in Architectural and Landscape Heritage by authorised staff;
- performance of the selection process by the admissions committee.

Art. 4 (Selection Committee)

The Selection Committee is nominated by Rectoral Decree.

Art. 5 (Selection process)

In addition to assessing the qualifications required, the admissions process consists of an **interview** with the commission indicated in Article 4 which will aim to ascertain the applicant's level of general knowledge relating to the subjects of the School and proficiency in a chosen language from English, French, Spanish and German, in addition to Italian for foreign applicants.

The Selection Committee can award up to **100 points** for each application, of which **60** are for the interview and **40** for the qualifications. To be eligible for admission, the minimum score is 60.

The interview will be held **at 10:00 on Friday 13 October 2023 at Politecnico di Milano**. Detailed information will be sent at a later date to all the applicants admitted to interview.



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Art. 6 (Ranking)

On the basis of the outcomes of the interview and the evaluation of the qualifications, a ranking of merit will be compiled and published on the School's website <http://www.ssbap.polimi.it/> and the university website <https://www.polimi.it/corsi/percorsi-di-alta-formazione/scuole-dispecializzazione/> as of **20 October 2023**. The academic year will begin on **2 November 2023**.

Art. 7 (Tuition fees and enrolment)

Enrolment at the school requires the payment of:

- 1) a total contribution of **€3,000.00** for each year, to be divided into two instalments of **€1,500**, to be paid respectively:
 - 1st instalment: by the deadline for enrolment, that is **by 31/10/2023**
 - 2nd instalment: by **30 April 2024**
- 2) the payment, for each academic year of attendance, of the regional tax, stamp duty and insurance, for an amount which is calculated each year and amounts **to €165.59** for the academic year 2023-24 (unless there are any adjustments to the national and regional legislation in effect).

The process for enrolling, paying the administrative and tuition fees and the corresponding paperwork will be sent to specializing students accepted onto the course by the departmental secretary at a later date.

The Graduate School in Architectural and Landscape Heritage will provide **n. 3 scholarships worth €1,500 for each of the two years of the course**, as partial reimbursement of the School enrolment fees. The procedures for applying will be announced at a later date directly on the website: [Altre borse di studio e premi: polimi](#) and on the Graduate School website: <http://www.ssbap.polimi.it/>

Art. 8 (Reference regulations)

For anything not explicitly mention in this call for applications, please refer to the regulations contained in the new Regulation for the Graduate School in Architectural and Landscape Heritage, the degree programme for the e Graduate School in Architectural and Landscape Heritage for the academic year 2022/2023, as well as the other legal provisions.

The regulations can be found at <http://www.ssbap.polimi.it/>.

Pursuant to the provisions of Article 5 of Italian Law No. 241 of 07/08/1990 and subsequent amendments and integrations, the party responsible for proceedings provided for by this call for applications is **Fabrizio Buttò**. This call for applications is published on the website <http://www.ssbap.polimi.it/>.

Art. 9 (Further information)

For further information regarding the School's organisation, please contact the Department of Architecture and Urban Studies, via Bonardi 9, building n. 14, floor -1, Marilena Mastalli, tel. 02/2399.9395 or write to the email address: ssbap-dastu@polimi.it.

THE RECTOR
Prof. Donatella Sciuto

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