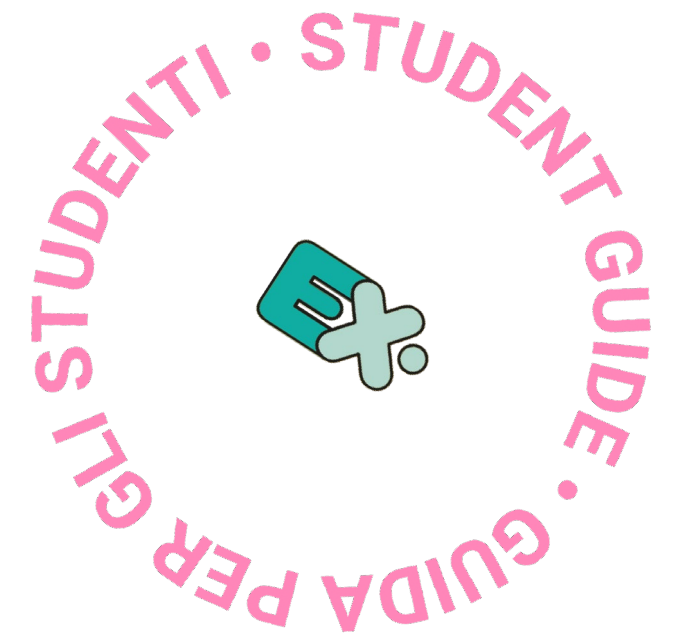# International Mobility_and NOW?

OUTGOING MASTER STUDENTS

SCUOLA DEL DESIGN

A.A.2024-2025
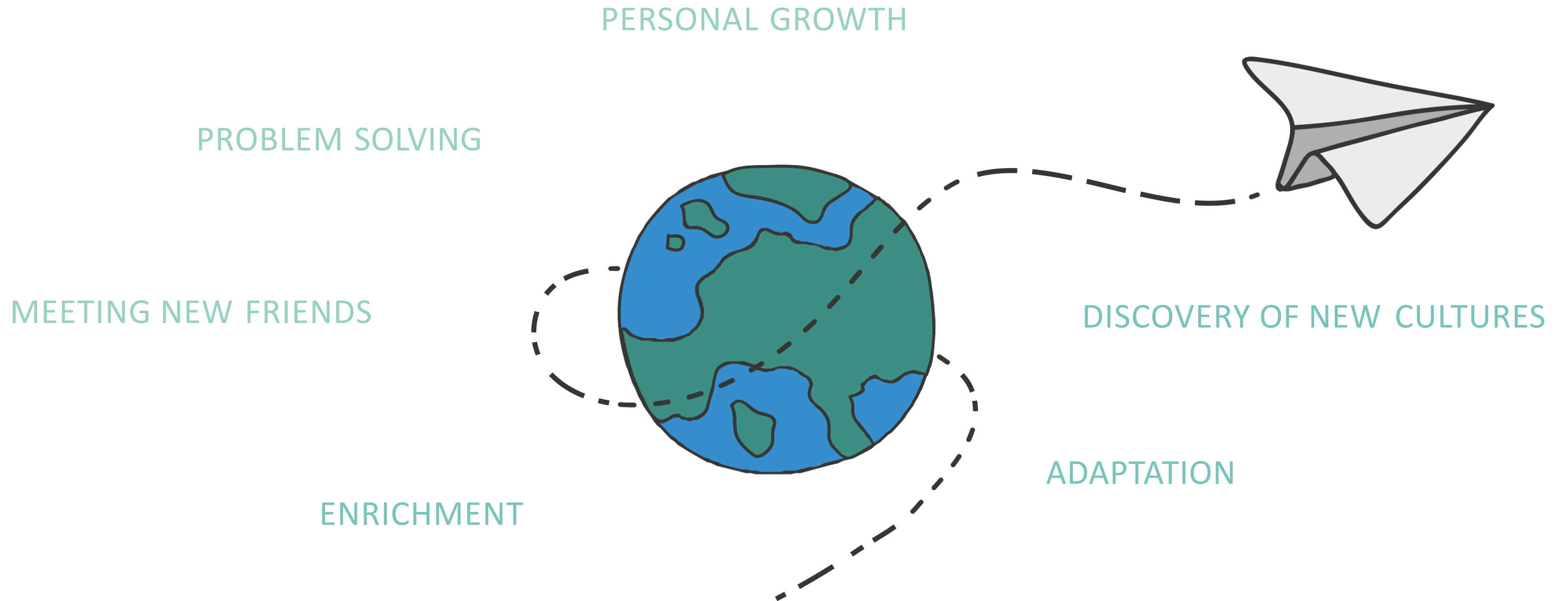
POLITECNICO
MILANO 1863

SCUOLA DEL DESIGN

WHY

Studying abroad will help you to acquire valuable skills for your life and professional future. It will be an experience of:

PERSONAL GROWTH

PROBLEM SOLVING

MEETING NEW FRIENDS

DISCOVERY OF NEW CULTURES

ENRICHMENT

ADAPTATION

WHEN
MASTER LEVEL

	1st YEAR		2nd YEAR	
	1st SEMESTER	**2nd SEMESTER** *Only if in direct continutiy with the bachelor program*	**1st SEMESTER** *It's possible to validate the Final Design Studio*	**2nd SEMESTER** *Better if you have at least one curricular course to validate*
Integrated Product Design		✔		✔
Interior and Spatial Design		✔	✔	✔
Communication Design		✔		✔
Design for the Fashion System		✔		✔
Digital and Interaction Design			✔	✔
Product Service System Design				✔
Design & Engineering				✔

From 1 to 2 semesters, for a maximum of 12 months

✔ *Semester in which is possible to go in exchange*

Get informed and prepare documents

**Each University has its own deadlines of application
and can request specific documents**

✓ Check in our page «**Discover the partner Universities**»:
School: Discover the partner Universities (polimi.it)
verify if there is useful material from the partner
University you'll go in exchange.

✓ Check **partner university website** *(exchange incoming
students area)* to consult the required documents and
deadlines to apply for the exchange program.

It's important you check if there are **language requirements**
You will be able to have useful information about the **courses choices**
Some Universities offer specific courses to exchange students, others are more
flexible and allow to choose among the academic offer.

Nomination & Application

According to the partner University deadlines!

✓ **NONIMATION:** Done by IMU offices communicating to the partner university the students selected to go in exchange.

✓ **APPLICATION:** Done by the student, submitting the documents required and indicating the program you wish to join in the partner University.

It's important you **check the applications deadlines** to prepare the documents required by the Partner University

Application

Remember to apply at the partner university for the **study program that is coherent with your academic background**!

Portfolio

Most Universities will ask you to submit a Portfolio of Works

- ✓ The portfolio must show your **skills and competences** and should be **related to the program you're applying for.**

- ✓ You can consider not only **curricular projects** but also **extra-curricular ones**.

- ✓ **Define an order** to present your projects: chronological, by type of project, etc.

- ✓ Request the advice from the **Professor promoter** to be sure that your portfolio it is **consistent with the requirements** of the partner University and with the course of study for which you intend to apply.

Portfolio

Some guides that can help to upgrade or refine your Portfolio:

✓ **MOOC** to see how to make a portfolio: Corso: Portfolio design | POK (polimi.it)

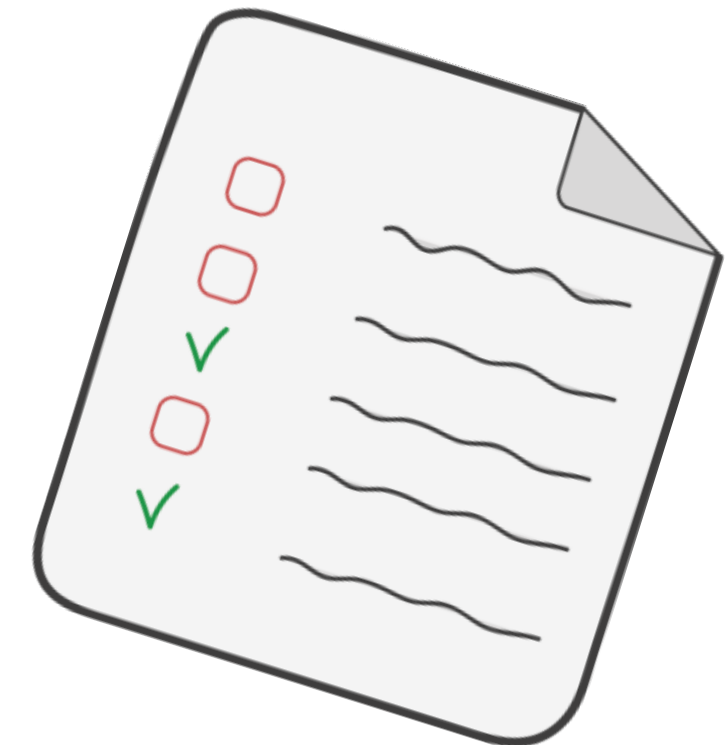✓ Some **tips and inputs**: Portfolio Design Students

Online Learning Agreement (OLA)

The learning agreement contains the **courses from the partner university** that you are going to take and the **courses you want to validate at Politecnico** in the exchange.

It should be **arranged before the departure**, but it might be requested by the host institution during the application phase.

This document needs to be **approved by the Professor Promoter**.

The learning agreement **can be modified after your arrival** in the partner university once you've a confirmation about the courses you'll attend there.
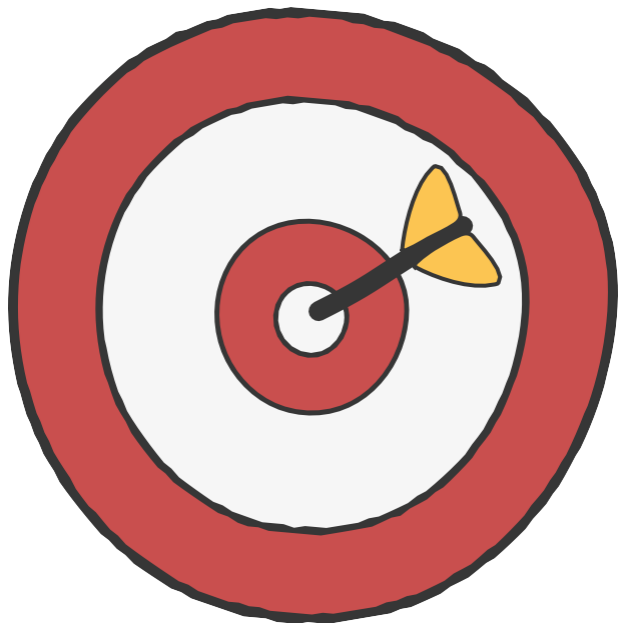
Online Learning Agreement (OLA)

Make sure to **select enough courses** to validate the courses you have at Politecnico

Some Partner Universities work with the
same credit system we use: ECTS

Other Universities have a **different credit system**
in this case you can calculate the necessary credits considering the
total amount of hours of the courses

6 CFU = 6 ECTS = 50 hours of lessons
12 CFU = 12 ECTS = 120 hours of lessons

How to choose the courses

- ✓ **Choose courses from the correct level** (undergraduate or postgraduate) and **coherent with your degree program**

- ✓ Check our website «**Discover the partner Universities**» to read the outgoing students reports and the information available form the partner universities

- ✓ **Check the host institutions website** to see the courses offer for the semester which you are applying for. If up-to-date course information is not available, use the information available from the previous corresponding semester

Some Universities have requirements about the **minimum of credits** you need to attend.

Acceptance

By the Partner University

The Partner University will communicate officially whether your application have been **accepted or refused**
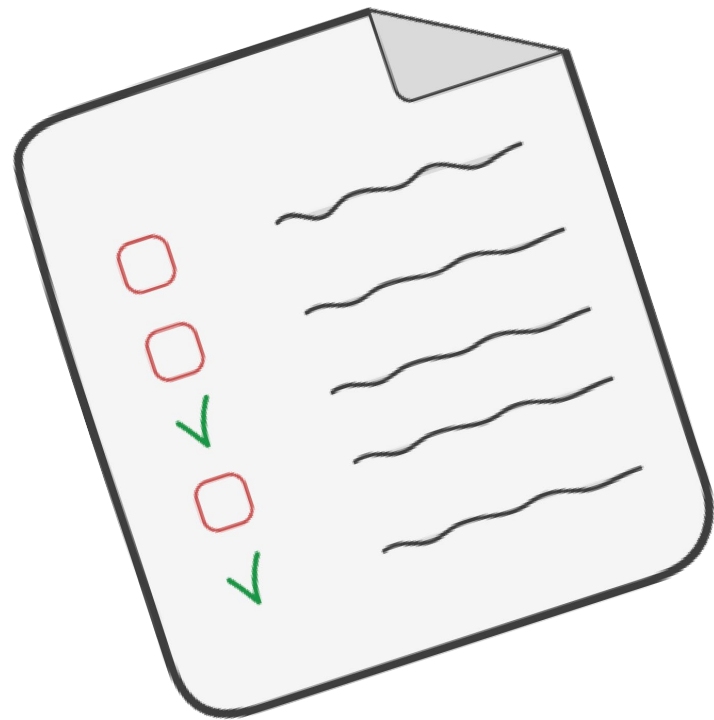
✓ **POSITIVE:**
Sign the Mobility Agreement
Get ready to go abroad

✓ **NEGATIVE:**
IMU will check the availability to nominate you in another partner university among those you've indicated in the call

WHAT can be validated

Curricular courses registered in your study plan

with exception of:

× **The Final Synthesis Design Studio** (in some Masters)

× **The Final Thesis** (Final Examination)

The recommended number of credits to do abroad is
30 credits per semester*

*In the case you do more credits than those you need to validate, they
can be registered as courses without a curricular validation and will be
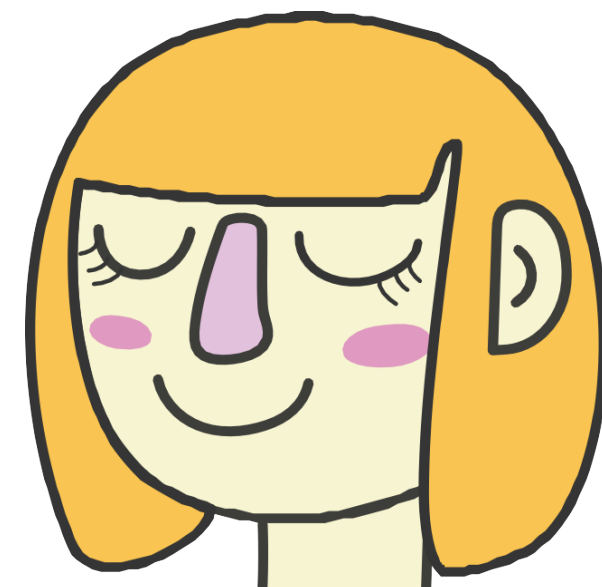visible in your diploma supplement as extra courses you've done abroad

WHAT can be validated

✓ Select **"Erasmus Experience"** if you want to validate **elective course/s** at registering your study plan

✓ **Workshops or Design Seminars** can be validated indiferently from the semester you'll be in exchange

✓ **Ambassador courses** can be validated with courses with an **equivalent content**

✓ **The Internship** can be validated within the exchange **but you need to have at least one curricular course** to validate since **you can't validate only the internship** in the exchange

WHAT can't be validated
GOOD TO KNOW

X **Language courses** done in the partner University

X **Courses or activites done for the thesis research or thesis development**

You can **include these courses in the OLA** without a curricular corrispondence
at Politecnico and **will be registered in your diploma supplement**
as extra courses you've done abroad

WHAT - Internship
OPTIONS TO VALIDATE IT

WITHIN THE EXCHANGE
Including it in the OLA

You can validate the Internship with:
- ✓ One or more project-based course/s offered in the partner University
- ✓ An Internal internship within the Partner Univeristy (in a reserach or didactic laboratory)

You need to have **at least one curricular course in your study plan** to be validated abroad together with the internship

OUTSIDE THE EXCHANGE
Not including it in the OLA

You can do the internship outside of the exchange:
- ✓ Before or after the exchange period, registering it with RAP office as a normal internship.

You should **give priority to the courses** you're attending in the Partner University
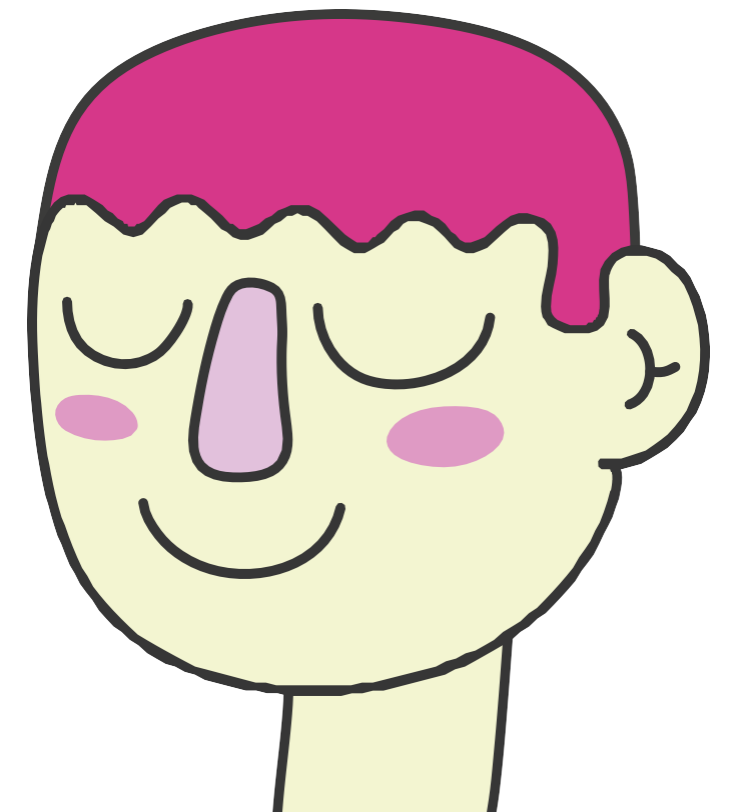
WHAT - Internship

You can apply to the call **"Erasmus+ for Traineeship"** which
allows students to do an **internship in Europe**
(the call opens once per year on mid April)

More information here: International internships: polimi

You can be selected in both activities:

International Mobility and Erasmus+ for traineeship
but you **can't do both activities at the same time**

WHAT - Thesis

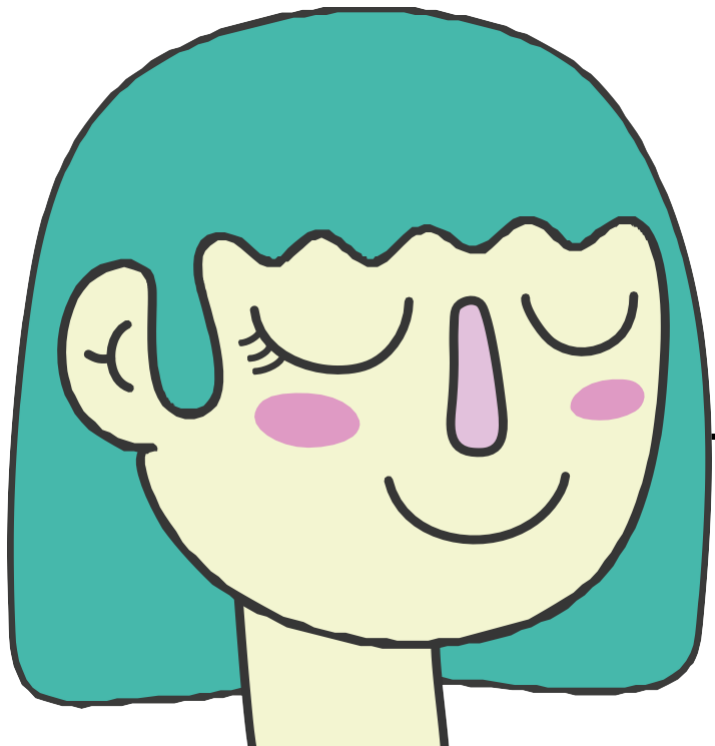You can develop your final thesis in parallel with your exchange:

If you have defined the thesis topic before the exchange:

✓ You can choose courses in the Partner University that are connected with the topic of your thesis
✓ You may check if there is a Professor in the Partner University available to co-supervise your thesis work

Keep updated your thesis supervisor from Politecnico about the thesis work you're doing in the exchange

If you don't have a defined thesis topic before the exchange:
The courses in the Partner University could help you to find an interesting topic for your final thesis.

WHAT - Thesis
GOOD TO KNOW

The thesis needs to be done in coordination with a thesis supervisor from Politecnico who will validate the credits of your thesis.

× The thesis can't be validated within the exchange, therefore you can't add this activity in your OLA.
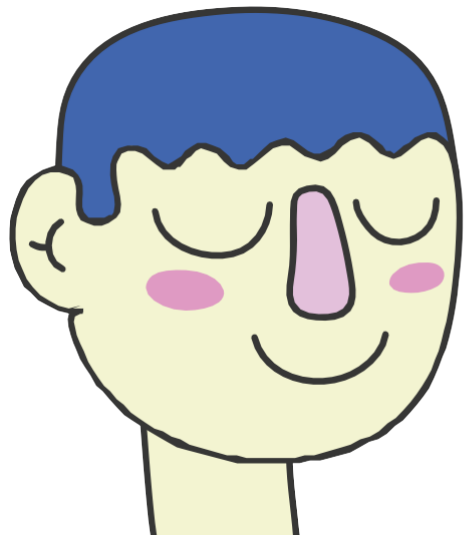
✓ *You can include in the OLA the courses or activities you'll do for your thesis research, these courses can be registered without a curricular corrispondence and will be visible in your diploma supplement as extra courses you've done abroad.*

For more information about the Thesis: **School: Career guides (polimi.it)**

Important to remember

Even though you'll be in exchange you'll be considered as a
regular student at Politecnico

✓ You'll need to **register your study plan**
with the courses expected for the next academic year
as a normal student

✗ You do **not need to register in the exams**
you're validating in the exchange

Where to have more info

For academic information
Contact School offices

Questions related to:
The study plan,
choice of courses, credits,
validations, etc.

School website:
School: Studenti Outgoing (polimi.it)

Contact through the School's website:
School: Send an email (polimi.it)
Selecting the option: *Outgoing Students*

For administrative information
Contact IMU offices

Questions related to:
The application process, documents required,
deadlines, scholarships, certificates, etc.

Polimi website: **Before departure: polimi**

Follow the Instagram channel
@polimi_exchange

Contact by email: exchange-bovisa@polimi.it

Your opinion is important

Thanks!