

Allegato 4.2.g
Accordo di Doppio Titolo (Double Degree Agreement)

Tale tipologia di accordi norma la modalità di collaborazione con università internazionali (europee e non europee) finalizzata alla mobilità di studenti sui livelli Laurea e Laurea Magistrale per il conseguimento sia del titolo di laurea del Politecnico sia del titolo di laurea dell'università partner.

L'accordo è strutturato in un atto generale e in uno (o più) addendum specifici per singolo corso di studi coinvolto nel programma di Doppio Titolo, sottoscritti anche in momenti diversi. Può essere sottoscritto il solo accordo generale, ma per l'avvio della mobilità degli studenti è necessaria la stipula dello specifico addendum.

TEMPPLATE



**Politecnico
di Torino**

**LOGO
UNIVERSITA'
PARTNER**

DOUBLE DEGREE AGREEMENT

between

**POLITECNICO DI TORINO
Torino, Italy**

and

XXXXXXXXXX

TEMPLA

Politecnico di Torino with legal domicile at 24 Corso Duca degli Abruzzi, Torino, Italy, represented in this agreement by its Vice Rector for International Affairs pro-tempore, Prof. David Chiaramonti, authorized with Rector's Decree no. 640 dated 24/08/2021 to sign this act

And

XXXXXXXX having its registered office XXXXXXXXXXXXX, represented in this agreement by its XXXXXXXXXXXXXXXX

taking into consideration:

- the existing links between XXXX and Italy in the field of research as well as in training and education;
- the equivalence of their research and educational missions;
- the equivalent dimensions and means for achieving these goals
- their mutual willingness in further intensifying these ties and especially encouraging the exchanges between European and XXXX technical universities
- the xxxxx agreement signed on xxxxx [se presenti]

Agree

to enter into this Double Degree Agreement that is aimed in encouraging students to follow a defined study path that leads to two recognized Master's degree certificates, one from the student's home institution and one from the host institution.

Article 1 - Aim of the Agreement

This Agreement specifies the rights and responsibilities of both parties and the terms under which students from XXXXX and from Politecnico di Torino may be granted, upon successful fulfilment of the programme and any other requirement for graduation at each institution, to obtain the academic degrees and diplomas of equal academic levels from both Universities.

Both parties agree to the following general forms of cooperation and general requirements for all students participating under this Agreement.

This document is a General Double Degree Agreement that will be implemented with dedicated separate documents attached as Addenda that will specify the names of the degrees that can be obtained, the curriculum, the students' mobility path, and any other regulation of the relevant Programme.

This Double Degree Agreement does not affect the existing Agreements defined before this documents was signed.

The Addenda, that shall be issued for each involved programme/initiatives, can be signed by the appointed authorities or the equivalent representatives.

Article 2 - Number of Exchange Students

The number of students each institution may send and/or accept under this program is stated in the addenda and it can be yearly modified by mutual consultation.

Article 3 – Student Admission

The admission of students to the programme will be conducted in accordance with the following principles.

- (i) The parties shall agree on the application procedure, including application deadlines, selection criteria and student quota as defined in the Addenda.
- (ii) Students must meet the admission criteria of both institutions.
- (iii) Students shall have a home institution and a host institution defined.
- (iv) Students apply to the programme at their home institution, that is responsible for screening the applications and providing the host institution with a list of selected and eligible candidates. The institution will examine the provided documents and will assess their suitability to the educational and training course students are applying for. The final decision on students admission or refusal, will then be sent to the partner university within the deadline stated in the Addendum.
- (v) Students are selected and admitted to the programmes according to their academic results, and prerequisite requirements and motivations.
- (vi) Prerequisites for the mobility include that students have successfully completed a necessary number of credits at the home institution. Details are specified in the Addenda.
- (vii) Polito's language knowledge requirements for admission and graduation:

According to the academic year of first enrolment Incoming students who are going to apply to PoliTO are required to meet English and Italian language knowledge level as stated in:

http://international.polito.it/admission/exchange_programmes/language_requirements/language_requirements_for_double_joint_degree

This level has to be proved through a specific and limited list of official certificates available at this link: <https://didattica.polito.it/cla/en/certificates/>

As an example, by the A.Y. 2020/21:

	Entry requirements	Graduation requirements
Students who will attend a degree programme entirely taught in Italian language	B1 certificate of Italian language + B2 certificate of English language	
Students who will attend a degree programme entirely taught in English language	B2 certificate of English language	A2 certificate of Italian language
Students who will attend a degree programme taught partially in Italian or English language	B1 certificate of Italian language + B2 certificate of English language	

(viii) XXXXXXXXXX language knowledge requirements:

XX

Article 4 – Rights and Status of the Students

Students participating under this Agreement shall be enrolled as degree students, they will have the rights and obligations as degree students in the respective institutions and will be entitled to participate in any introductory programme that may customarily be arranged for international students at the host institution.

Article 5 - Rights and obligations of the parties

The host institution will assist the incoming students in finding appropriate accommodation.

The host institution has the right to interrupt the double degree programme in case of unsatisfactory academic results. The student will then have to return to his/her university of origin, where the accumulated ECTS credits will be transferred in order to allow him/her to solely achieve the local diploma.

In case of partially or completely unsuccessful results at the end of the last semester in the host institution, the student will be allowed to extend their stay for a further year.

During the first year of extension, the financial conditions will be the same as those provided in the Article relevant to tuition fees and other costs of the agreement. After the first year, and for all following years of extension, students will pay tuition fees at the host university.

Article 6 – Study Plan and Course of Study

Each student will propose an individual study plan prepared according to the agreed curriculum for the total duration of the programme. This study plan will be reviewed and, if needed modified, prior to final admission. A written study contract (learning agreement) must be established and signed by both institutions prior to the student arrival at the host institution. This contract may be revised at any time in written form with seal of approval from the academic representatives of the two institutions.

Detailed conditions regarding the study programme, mobility programme as well as individual student agreements (learning agreements), shall be specified in the related Addenda.

Article 7 – Control of results

Partner institutions agree to operate along the principle of “mutual recognition” of exam results and each other’s rules and regulations. Students registered in an institution will follow rules prescribed in the institution for a given year.

At the end of the academic year, the host institution shall send the home institution a copy of each student’s transcript of records issued in English. The parties agree that exams/courses will be graded and credits will be awarded, according to the rules of the institution where the exam/course are carried out. Each institution grants the students credits transfer to the other institution according to the applicable rules, laws and regulations indicated in the relevant addendum.

Credit and Grading system

Politecnico di Torino:

At the Politecnico di Torino and in the Italian University System in general, grades of single exams are expressed as fractions of 30. The maximum grade is 30, the lowest is 18 out of 30. Exceptionally brilliant exams are graded as 30 “con lode” (cum laude), and marked 30-L.

The evaluation is based upon a credit system. One credit is equivalent to 25 hours of lectures, practical work, seminars, tutorials, fieldwork, individual study and examinations or other assessment activities (50% should be individual learning or other individual educational and training activities).

The ECTS statistical distribution of grades for each degree course is processed and updated yearly and made available at: https://didattica.polito.it/outgoing/it/sistema_ects

XX University

XX

Article 8 - Final Degree Project

The Final Degree Project shall be performed according to the rules and regulations of the host institution. Co-supervision of the project is preferred. The subject of the Final Degree Project must always receive an advance approval in writing from a member of the host as well as the home institution. The Final Degree Project can be carried out in the host Institution as well as in other institutions except those located in the country of the home institution. Details are defined in the Addenda.

Article 9 - Delivery of the academic degrees

Students successfully completing their studies of the Double degree programme obtain two degrees, one issued by the home institution and one issued by the host institution.

Article 10 – Tuition fees and other costs

The host institution will not require any tuition fees to students selected to participate in this programme, they will keep on paying tuition fees at their institution of origin only, in compliance with local rules.

Living and travel expenses, other costs related to academic facilities delivered by external bodies (State, Region, etc.) and possible further costs related to the management of the individual academic files will be charged directly to the students.

Article 11 - Academic and administrative representatives

Each institution will appoint an academic and an administrative representative for the programme. These representatives will be responsible for following the programme and for ensuring that rules stated in this agreement are observed. The representatives will provide advices and other academic and administrative services to students participating under this Agreement. The addenda to this agreement shall state names and contact details of these representatives.

Article 12 - Amendments or changes

Amendments or changes to this Agreement shall be made in writing and signed by the duly authorised representatives of the institutions.

Article 13 – Dispute resolution

Should any doubt or dispute arise from the interpretation or implementation of the present agreement, the Parties will strive to achieve a solution by mutual consent. Should this solution not be possible, the Parties will choose a third person to act as a mediator or judge.

Article 14- Use of trademarks by the parties

The content of this contract does not confer either party the right to use names, trademarks or other designations of the other party (including abbreviations) for advertising for commercial purposes or any other type of promotional activity.

The parties in development of this agreement have mutually granted authorizations for the use of their distinctive signs, which may only be used for the purposes stipulated herein and under the conditions indicated in the Identity Manual of the Parties as a consequence of the work of promotion and accreditation of the academic programs that may be offered in execution of this agreement.

The use of distinctive features of the Politecnico for reasons unrelated to the execution of the agreement can only be conferred by written authorization, signed by its legal representative, according to the rules and regulation in force at that time.

Art.15 – Processing of personal data (FOR UE PARTNERS)

1. The Parties mutually agree that they know and enforce the current legislation on the processing of personal data within their own organizations, including primary and secondary law and the Regulation 2016/679 of the European Parliament and of the Council of 27/04/2016 (hereinafter referred to as the "GDPR").

2. The Parties act as independent Data Controllers and designate the Host institution as Data Processor pursuant to article 28 of the GDPR, for the sole purpose of carrying out the activities connected to the double degree on behalf of the Home institution. To this end, the Parties undertake to sign the attached addendum ().

3. The Parties undertake to cooperate with each other in the event of a request made by a data subject to either Party for exercising his or her rights under article 12 et seq. of the GDPR. The Parties also undertake to cooperate in the event that a Party receives a request from a supervisory authority with regard to the processing of personal data which are included in the other Party's area of responsibility.

4. The contact details of the parties for the purposes of this article are as follows:

- for Politecnico di Torino: the Data Controller is Politecnico di Torino, represented by the Rector, with statutory seat in C.so Duca degli Abruzzi, n. 24, 10129 Turin. The contact details of the Data Controller are:
 - o politecnicoditorino@pec.polito.it (certified e-mail);
 - o information and inquiries: privacy@polito.it;
 - o Data Protection Officer: dpo@polito.it;
- for the Company/Organisation: the Data Controller is _____, represented by _____.

5. The Company/Organization hereby authorizes Politecnico di Torino to publish any information related to this Agreement on its official website, including, but not limited to: description of the consulting activities, name of the contracting authority, economic value of the Agreement.

Art. 15 – Processing of personal data - Non-EU countries not included in the GDPR framework

1. Personal data shall be processed by Politecnico di Torino solely for the purposes set forth in this Agreement and in order to achieve its institutional mission, in compliance with EU Regulation 2016/679 (GDPR) and national data protection law.
2. The non-EU partner organisation, provided that no adequacy decisions nor appropriate safeguards have been adopted respectively under art. 45 and art. 46 of the GDPR and whereas the transfer of personal data is necessary in the public interest, undertakes to comply with the national data protection law in force in the country where the organisation's registered office is located or in the country where collaboration activities are carried out with the utmost diligence.

3. The contact details of the parties for the purposes of this article are as follows:
- for Politecnico di Torino: the Data Controller is Politecnico di Torino, represented by the Rector, with statutory seat in C.so Duca degli Abruzzi, n. 24, 10129 Turin.

The contact details of the Data Controller are:

- politecnicoditorino@pec.polito.it (certified e-mail);
- for information and inquiries: privacy@polito.it ;
- the Data Protection Officer of Politecnico di Torino can be contacted at: dpo@polito.it.

- for the Company/Organisation: the Data Controller is _____, represented by _____

The contact details of the Data Controller are: _____

4. [Partner University Name] hereby authorizes Politecnico di Torino to publish any information related to this Agreement on its official website.

Article 16 - Terms of Agreement

This Agreement shall come into effect on the day of signature by both institutions, and it is valid for 5 (five years). Should the Agreement be signed in two different dates, the into effect will refer to the latest date.

Both institutions may terminate this Agreement before its expiry, provided that written notice of the intent is given at least six months prior to termination. Commitments already in progress shall be fulfilled and students enlisted in the programme will at that time be allowed to complete it.

Date

Date

XXXXXXX

Prof. David Chiaramonti
Vice Rector for International Affairs
Politecnico di Torino

Addendum X

to the

**Double Degree Agreement between
XXXXXXXXXXXX and Politecnico di Torino (Polito)**

Master of Science in XXXXXXXXXXXXXXX

Academic Year XX/XX to XX/XX

Given that

- the Parties have signed a **double degree agreement** on (hereinafter “General double degree agreement”) that is aimed in encouraging students to follow a defined study path that leads to two recognized Master’s degree certificates, one from the student’s home institution and one from the host institution.

- the parties intend to implement the General Double Degree Agreement, referred to in the previous point, with this separate dedicated addendum that specifies the names of the degrees that can be obtained, the curriculum, the students’ mobility path, and any other regulation of the relevant Program.

with this document, the Parties, as indicated above, agree and specify as follows

XXXXXXXXXXUniversity	
Degree programme at XXX University:	Master of Science in IXXXXXXXXXXXX
Degree awarded:	Master of Science in XXXXXXXXXX
Language of instruction	XXXXXXXXXX
XXX student entrance admission criteria:	
Incoming Students Application Period	
Selection Results	
Special requirements	
POLITO	
Degree programme at Polito:	Master of Science Degree in XXXXXXXXXXXXXXX
Degree awarded:	Laurea Magistrale in XXXXXXXXXXXXXXX(Master of Science Degree in XXXXXXXXX)
Language of instruction	XXXXXXXXXX
Polito’s student entrance admission criteria:	Having been awarded a Bachelor Degree, being enrolled in the Master of science program in XXXXXX at Politecnico di Torino and having accumulated at least XXX ECTS in the program
Incoming students Polito’s language knowledge requirements for admission and graduation:	According to the academic year of first enrolment Incoming students who are going to apply to PoliTO are required to meet English and Italian language knowledge level as stated in: http://international.polito.it/admission/exchange_programmes/language_requirements/language_requirements_for_double_joint_degree

	<p>This level has to be proved through a specific and limited list of official certificates available at this link: https://didattica.polito.it/cla/en/certificates/</p> <p>As an example, by the A.Y. 2020/21:</p> <table border="1" data-bbox="555 349 1385 1122"> <thead> <tr> <th data-bbox="555 349 858 427"></th> <th data-bbox="858 349 1066 427">Entry requirements</th> <th data-bbox="1066 349 1385 427">Graduation requirements</th> </tr> </thead> <tbody> <tr> <td data-bbox="555 427 858 689">Students who will attend a degree programme entirely taught in Italian language</td> <td data-bbox="858 427 1066 689">B1 certificate of Italian language + B2 certificate of English language</td> <td data-bbox="1066 427 1385 689"></td> </tr> <tr> <td data-bbox="555 689 858 860">Students who will attend a degree programme entirely taught in English language</td> <td data-bbox="858 689 1066 860">B2 certificate of English language</td> <td data-bbox="1066 689 1385 860">A2 certificate of Italian language</td> </tr> <tr> <td data-bbox="555 860 858 1122">Students who will attend a degree programme taught partially in Italian or English language</td> <td data-bbox="858 860 1066 1122">B1 certificate of Italian language + B2 certificate of English language</td> <td data-bbox="1066 860 1385 1122"></td> </tr> </tbody> </table>		Entry requirements	Graduation requirements	Students who will attend a degree programme entirely taught in Italian language	B1 certificate of Italian language + B2 certificate of English language		Students who will attend a degree programme entirely taught in English language	B2 certificate of English language	A2 certificate of Italian language	Students who will attend a degree programme taught partially in Italian or English language	B1 certificate of Italian language + B2 certificate of English language	
	Entry requirements	Graduation requirements											
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Students who will attend a degree programme taught partially in Italian or English language	B1 certificate of Italian language + B2 certificate of English language												
Incoming students Application Period	<p>Politecnico foresees 2 different application period according to the 2 semesters of lessons:</p> <p><u>Autumn Semester</u> Application Period could be from end of April to June</p> <p><u>Spring Semester</u> Application Period could be from November to December</p>												
Incoming students Selection Results	<p>Selection results are sent usually within 45 days after the closure of the application period (which will be defined every year).</p>												
Special requirements (if any)													
Number of students	<p>Yearly XX students from each side</p> <p>The number of exchange students can be yearly modified by mutual consultation.</p>												
Credit and Grading systems	<p><u>Politecnico di Torino:</u></p> <p>At the Politecnico di Torino and in the Italian University System in general, grades of single exams are expressed as fractions of 30. The maximum grade is 30, the lowest is 18 out of 30. Exceptionally brilliant exams are graded as 30 "con lode" (cum laude), and marked 30-L.</p> <p>The evaluation is based upon a credit system. One credit is equivalent to 25 hours of lectures, practical work, seminars, tutorials,</p>												

	<p>fieldwork, individual study and examinations or other assessment activities (50% should be individual learning or other individual educational and training activities).</p> <p>The ECTS statistical distribution of grades for each degree course is processed and updated yearly and made available at: https://didattica.polito.it/outgoing/it/sistema_ects</p> <p>XXXX University</p> <p>XX</p>
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Schematic Study Plan

Students will follow a studying programme consisting of 2 semesters at the home institution and 3 semesters abroad at the host institution.

	I Year		II Year		III Year
	Master		Master		Master
	I Sem	II Sem	I Sem	II Sem	I Sem
	SEP	FEB	SEP	FEB	SEP
Partner University students					
Polito students					

Study Program - WHERE APPLICABLE

This Study programme is valid for student exchange AA 20XX/20XX
 In case of changes in the syllabus, the Partner will be promptly informed

FIRST YEAR STUDIES	
XXX students at XXX	POLITO students at POLITO
Students must obtain a minimum of 60 ECTS as follows	
<u>Autumn Semester</u>	<u>Autumn Semester</u>
Mandatory courses (XX ECTS):	Mandatory courses (XX ECTS):
Elective courses (XX ECTS) from:	Elective courses (XX ECTS) from:
<u>Spring Semester</u>	<u>Spring Semester</u>
Mandatory courses (XX ECTS):	Mandatory courses (XX ECTS):

Elective courses (XX ECTS) from:	Elective courses (XX ECTS) from:

SECOND YEAR STUDIES	
xxxx students at POLITO	POLITO students at xxxxx
<u>Students must obtain a minimum of 60 ECTS as follows</u>	
<u>Autumn Semester</u>	<u>Autumn Semester</u>
Mandatory courses (XXX ECTS):	Mandatory courses (XXX ECTS):
Elective courses (XXX ECTS) from:	Elective courses (XXX ECTS) from:
<u>Spring Semester</u>	<u>Spring Semester</u>
Mandatory courses (XXX ECTS):	Mandatory courses (XX ECTS):
Elective courses (min 12 ECTS):	Elective courses (min XXX ECTS)

THIRD YEAR STUDIES	
XXXXstudents at POLITO	POLITO students at XXXX
<u>Autumn Semester</u>	<u>Autumn Semester</u>
Mandatory courses (XX ECTS):	Mandatory courses (XX ECTS):
Elective courses (XX ECTS):	Elective courses (XX ECTS)
Master Thesis (30 ECTS) supervised by both partners	
Thesis and other courses are chosen in accordance with student's mentor	

Note :

1. The graduation thesis will have to be written in the local language or in English, under the supervision of one supervisor from the university of origin and one from the host university. The presentation of the Final project will take place at the host university preferably in front of the two supervisors or at least of one representative of the two universities. A video-conference connection can be allowed.
2. Upon request of the home university, the student may discuss his/her thesis also in the university of origin.
3. Should changes occur on the above they will be promptly notified.

Duration

1. The agreement will enter into force on the day of signature by partners, depending on which is later and shall continue until xxxxxxxxxxxx.

2. The parties agree that all the provisions of the cooperation agreement referred to in the premises apply, even if the validity of this addendum exceeds that stated in the cooperation agreement.

Contacts

<i>XXXX</i>	<i>POLITO</i>
<i>Academic responsible for the programme</i>	<i>Academic responsible for the programme</i> Prof. XXXXX XXXXXX @polito.it
<i>Administrative:</i> XXXXXX , International Office (mail address)	<i>Administrative:</i> Agreement management: Augusta Roux Head of the Innovation and Development of Education Unit international.relations@polito.it Incoming and Outgoing students: Maria Cristina Caminiti Head of the International Mobility Office incoming.students@polito.it ; mobilita.studenti@polito.it

Signatures

Date:	Date:
For XXXXXXXXXXXX	For Politecnico di Torino
Prof. XXXXXX XXXXX	Prof. David Chiaramonti Vice Rector for International Affairs
Prof. XXXXXX Coordinator	Prof. XXXXXXXXXXXX Coordinator