



**Politecnico
di Torino**

**CALL FOR APPLICATIONS FOR ADMISSIONS TO
THE BACHELOR'S DEGREE PROGRAMME IN TERRITORIAL, URBAN,
ENVIRONMENTAL AND LANDSCAPE PLANNING - A.Y. 2022/2023
FOR EU NATIONALS OR EQUIVALENT STUDENTS**

Rector's decree no. 1232/2021 dated 23rd December 2021



**Art. 1
(Initiation of the procedure and places available)**

1. Applications are invited for admissions to the Bachelor's degree programme in Territorial, urban, environmental and landscape planning for a.y. 2022/23 for Italian/EU students and/or Equivalent students, as per the definitions illustrated in par. 2 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. Par.2) |
|--------------|--|--------------------------------|--|---|
| L-21 | Territorial, urban, environmental and landscape planning | Italian | 85 | 5 |

2. For the purpose of enrolment in the Bachelor's degree programme in Territorial, urban, environmental and landscape planning, the following student categories have been given the following meaning:

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).

3. 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
4. Applicants can register for the admission test (art. 3 and 4) on the Apply@polito platform starting from **Tuesday 25th January 2022**.

**Art. 2
(Admission requirements for the Bachelor's degree programme in Territorial, urban, environmental and landscape planning)**

1. Without prejudice to the admission requirements referred to in Annex A and B to this Call, applicants must pass an admission test (Test in Laib– Planning) with the scores illustrated in art. 7 in order to be admitted to the Bachelor's degree programme in Territorial, urban, environmental and landscape planning.
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. The score obtained by applicants in the TIL-P test (Test in Laib – Planning) is only valid for enrolment in academic year 2022/2023. For this reason, when applicants register for the TIL-P 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 2022 according to the Italian school calendar) or they must have already earned their high school diploma.



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

- The following table illustrates the calendar of TIL-P tests for Italian citizens, EU nationals and/or Equivalent students. The test will be in person at Politecnico. There is a specific registration time frame for each test session.

| Session Month | Day | Test registration timeframe |
|--------------------------|----------------------------|--|
| March 2022 session | Thursday 17 th | From Tuesday 25 th January until 2.00 p.m. (Italian Time) of Friday 11 th March 2022 (*) |
| April 2022 session | Thursday 7 th | From Tuesday 25 th January until 2.00 p.m. (Italian Time) of Friday 1 st April 2022 (*) |
| | Wednesday 27 th | From Tuesday 25 th January until 2.00 p.m. (Italian Time) of Friday 22 nd April 2022 (*) |
| May 2022 session | Friday 20 th | From Tuesday 25 th January until 2.00 p.m. (Italian Time) of Monday 16 th May 2022 (*) |
| | Thursday 26 th | From Tuesday 25 th January until 2.00 p.m. (Italian Time) of Friday 20 th May 2022 (*) |
| July 2022 session | Tuesday 19 th | From Tuesday 10 th May until 2.00 p.m. (Italian Time) of Wednesday 13 th July 2022 (*) |
| | Thursday 21 st | From Tuesday 10 th May until 2.00 p.m. (Italian Time) of Friday 15 th July 2022 (*) |
| August 2022 session | Tuesday 30 th | From Tuesday 10 th May until 2.00 p.m. (Italian Time) of Thursday 25 th August 2022 |
| | Wednesday 31 st | |

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

- For each session, when there is more than one test date, applicants are allowed to register for one date only.
- The TIL-P test will take place **in the computer laboratories of the university (LAIB) at the main campus of Politecnico di Torino** (Corso Duca degli Abruzzi 24 – Torino) or in other venues in Italy according to the information provided on <http://orienta.polito.it/>. Applicants will learn about the specific LAIB where they will take the admission test on their personal page of the Apply@polito platform as soon as they complete their payment.
- Applicants must have a valid "green pass" (Certificazione verde COVID-19) or a "certificate of exemption from vaccination against COVID-19" in order to be allowed inside the University, without prejudice to possible further ministerial regulations.
- Applicants will take the TIL test in person, without prejudice to possible further ministerial regulations for preventing contagion in the framework of the current health crisis. If changes occur in the delivery of the test, the University will promptly inform all applicants.
- 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-P test)

1. All applicants are required to apply for the TIL-P 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.
2. The TIL-P 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.
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.
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-P test, starting from the first TIL-P session that follows their first test date. To retake the TIL-P 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. Applicants who register for a new test date but do not show up will keep the score obtained in the previous test.**

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

1. In-person TIL-P tests are organized in compliance with current legislation on disabilities and specific learning disorders. The procedures to take the TIL-P test for the applicants referred to in this paragraph are illustrated in the present Call. Applicants can request more information on the special arrangements provided to students with disabilities and specific learning disorders to the Special Needs Unit of Politecnico di Torino (<https://didattica.polito.it/specialneeds/it/presentazione>) by sending a ticket through the Ticketing Support System.
In particular, for organizational purposes:
 - 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 at least 15 days before the TIL test date.
 - These applicants are entitled to get extra time (normally 30% extra time, and in any case no more than 50% extra time) compared to standard test time
 - 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 (if the certificate was released before turning 18 years old) 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 at least 15 days before the TIL test date.
 - These applicants are entitled to get maximum 30% extra time compared to standard test time (total test duration: 120 minutes) and to use a calculator.



- applicants with disabilities or specific learning disorders (SpLD) who reside abroad and intend to request special arrangements for the TIL-P test must present a certificate of disability or SpLD issued in their country. These documents must be official documents stamped by the issuing institution, signed by an official of the institution and written in one of the following languages: Italian, English, French, Spanish. For documents written in other languages, applicants must provide both the original document and its translation into Italian or English in a single file. 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-P test must **upload their certificate of disability or SpLD to the Apply@polito platform** ("Personal information" section) at least 15 days before the TIL test date.
- 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) connected with the current health crisis.
- 4. Applicants with a valid certificate who need further special arrangements on top of extra time and calculator to take TIL test (for example a person who helps them use the PC) must contact the Special Needs Unit by ticket at least 15 days before the TIL test date.
- 5. In order to make the TIL test more accessible, Politecnico will provide the voice recordings of the questions of some TIL sections that can be taken with extra time. The details of the sections with voice recordings are available at <http://orienta.polito.it/it/home> and <https://didattica.polito.it/specialneeds/it/presentazione>". Applicants are allowed to use their own devices (personal headphones) to listen to the automatic reading of the questions.

Art. 6 (TIL-P contents)

1. The TIL-P 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-P 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 Territory and society questions in 24 minutes.The total time for the TIL-P 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 (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
 - A penalty of 0.25 points (- 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. Applicants who score less than 8 points in the Logic and Mathematics section are strongly encouraged to participate in a supplementary activity in order to fulfil the so called



“Obblighi Formativi Aggiuntivi (OFA)”. The activity is called «C.I.A.O. - Corso Interattivo di Accompagnamento Online» (online interactive support course) and seeks to help applicants fill in the gaps in their Math knowledge through specific online tutoring sessions. The activity will take place during the week before the beginning of class. More details will be available in the applicant's personal page of the Apply@polito portal, under the “TIL-Planning” section.

3. The **minimum threshold for being included in the ranking list** is **20/100**.
4. The **guaranteed admission threshold** is **60/100**.
5. Applicants who meet the requirements listed in art. 13 are exempted from taking the TIL-P test.

Art. 8 (Cases in which the test is invalid)

1. During the in-person test applicants must abide by the following conduct rules, otherwise the test may be declared invalid:
 - be absolutely silent during the test, except when they need to ask a question to the test supervisor;
 - exclusively make use of the blank sheets of paper and the pen provided by Supervision Committee;
 - it is forbidden to make use of personal materials such as sheets of paper, notebooks, notes, earphones or headphones (except for applicants entitled to extra time – art. 5) or other materials including mobile phones and smartwatches which must remain switched off at all times and must be placed on the desk; if the mobile phone makes any kind of sound (alarms, wake up alarms, vibrations etc.) the applicant will be invited to leave the room and will be excluded from the selection process.
2. When the test is declared invalid due to a violation of the conduct rules referred to in the previous paragraph, the applicant is not entitled to get any refund.
3. The provisions of art. 4, par. 3 of this Call (cases in which a test is considered invalid) remain in force.

Art. 9 (Progetto Orientamento Formativo)

1. A special in-person TIL-P session (held on 24th and 25th February 2022 and 2nd and 3th March 2022) 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 Territorial, urban, environmental and landscape planning.
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 setbacks 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. 14).
4. We recommend all applicants to start the procedures referred to in par. 3 well in advance of the deadlines in order to avoid that possible technical problems may hinder to complete the process.
5. Applicants who take part in the Project “Progetto Orientamento” may eventually resit the TIL-P 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. Applicants who register for a new test date but do not show up will keep the score obtained in the previous test.**



**Art. 10
(TIL-P results and date of publication of the ranking list)**

1. The TIL-P results are made public through the publication of:
 - a. a list of Italian/EU and/or Equivalent applicants who have scored higher than or equal to the guaranteed admission threshold (art. 7, par. 4) and are therefore admitted the programme. This list will be published **after each TIL-P session**.
 - b. a merit-based ranking list for the allocation of residual student places. This ranking list includes the applicants who have been exempted from taking the admission test in accordance with art. 13, par. 1, for the allocation of residual student places. The ranking list will be published on **Tuesday 6th September 2022**.
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. 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. 11
(How the lists and the ranking list are made)**

1. The list referred to in art. 10, par. 1a) includes the applicants who are entitled to enrol in the programme (ranked according to their TIL-P score).
2. The ranking lists referred to in art. 10, par. 1b) are made with the following criteria:
 - a. applicants are ranked in descending order based on their TIL-P score;
 - b. in case of equal ranking, the score obtained in the individual sections that make up the TIL-P test shall prevail, considered in the following order: Territory and society, Logic and Mathematics, Reading comprehension and General knowledge. In case of a further equal ranking, the younger applicant will be chosen.
3. The ranking list referred to in par. 2 classifies prospective students into the following categories:
 - ENROLLED STUDENT: a student who has completed the online enrolment process (as illustrated in art. 14);
 - ASSIGNED STUDENT: a student who **MUST** enrol in the Bachelor's degree programme in Territorial, urban, environmental and landscape planning; 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 if students with a better score on the ranking list decide to renounce their right to enrol. This student must wait for the next the call/s.
 - WAITING LIST RENUNCIATION: a student who has explicitly renounced his/her right to be on the waiting list (art. 12, par. 2).
 - ENROLMENT RENUNCIATION:
 - a student who has been ASSIGNED a place in the programme but has failed to enrol by the deadline;
 - a student who has ENROLLED in a programme but has withdrawn from it before the closing date of the ranking list referred in art. 12, par.3.
 - NOT ADMITTED STUDENT: a student who has not reached the minimum admission threshold in the TIL-P test.

**Art. 12
(How the ranking lists are updated)**

1. Allocations of places to the applicants included in the ranking list referred to in art. 10, par. 1b) are based on the updates of the ranking list which depend on the number of students who enrol online before the deadlines of art. 14.



- The applicants included in the ranking list referred to in art. 10, par. 1b) who are no longer interested in enrolling in the Bachelor's degree programme in Territorial, urban, environmental and landscape planning 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.
- The ranking list will be closed on **Friday 21st October 2022**. This means that after this date the ranking list will no longer be updated and there will not be new calls.

**Art. 13
(Exemptions from the TIL-P test)**

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

| <u>Certificate</u> | <u>Required score</u> |
|--|--|
| SAT Reasoning Test + SAT Subject Test or else, for SAT tests awarded according to the new rules of the College Board, SAT Reasoning Test + at least 3 Advanced Placements (APs) | 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) <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> for SAT tests awarded according to the new rules of the College Board, SAT Reasoning Test ("Evidence-Based Reading and Writing" section and "Math" section, with a minimum score of 500 points in each section) plus minimum 3 Advanced Placements (APs) with a score between 3 and 5 in three different subjects related to the degree programme (see Annex B) |
| 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-P test, applicants are required to present their certificates by uploading them to their Apply@polito personal page **no later than Friday 22nd July 2022**. The **outcome** of the verification process will be announced via e-mail **no later than Friday 29th July 2022**.
- The following categories of applicants are also exempted from taking the TIL-P 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).



**Art. 14
(Enrolment requirements and process)**

1. The requirements for enrolment in the Bachelor's degree programme in Territorial, urban, environmental and landscape planning are illustrated in Annex A and in Annex B attached to this Call, of which they are integral parts.
2. **All EU and equivalent 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 |
|---|--|---|
| Tuesday 29 th March 2022 | 2.00 p.m. (Italian time) of Monday 12 th September 2022 | Applicants who scored equal to or higher than the guaranteed admission threshold (60/100 or above) and applicants who have one of the certificates listed in art.13 |
| Tuesday 6 th September 2022 | 2.00 p.m. (Italian time) of Monday 12 th September 2022 | Applicants admitted upon the first publication of the ranking list |
| Tuesday 13 th September 2022 | 2.00 p.m. (Italian time) of Monday 19 th September 2022 | Applicants admitted after the ranking list update of Tuesday 6 th September |
| Tuesday 20 th September 2022 | 2.00 p.m. (Italian time) of Thursday 22 nd September 2022 | Applicants admitted after the ranking list update of Tuesday 13 th September |
| Friday 23 th September 2022 | 2.00 p.m. (Italian time) of Tuesday 27 th September 2022 | Applicants admitted after the ranking list update of Tuesday 20 th September |
| Wednesday 28 th September 2022 | 2.00 p.m. (Italian time) of Friday 30 th September 2022 | Applicants admitted upon the ranking list update of Friday 23 th September |

If necessary, there will be further updates of the ranking list. In any case, such updates will take place before the closing date of the ranking list (art. 12, par. 3). In this case, the new deadlines for enrolment will be published on the Apply@polito platform (applicant personal page).

3. 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 161€. Possible reductions or revisions of this amount will be announced in the Tuition Fee Guide for academic year 2022/2023, which is going to be approved by the university bodies at a later date. **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.**
4. **The general instructions for enrolment** for all students will be illustrated in the "Enrolment regulations – A.Y. 2022/23" which are going to be published not later than Tuesday 29th March 2022 (enrolment opening date). These regulations will be published on the University website <http://orienta.polito.it/it/home>.



Art. 15

(Applicants who take more than one admission test)

1. 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 Territorial, urban, environmental and landscape planning and at the same time they may be on a waiting list for other programmes (Engineering, Architecture or Design). In this case, they must enrol in the Territorial, urban, environmental and landscape planning programme before the deadline in order to avoid losing their place. Subsequently, if they find out that they have been admitted to another programme (Engineering, Architecture or Design) and they prefer to enrol in that programme, they need follow these steps (online procedure):
 - a. withdraw from the Bachelor's degree programme in Territorial, urban, environmental and landscape planning ("withdrawal from studies"). They must fill out an online form available on their personal page of the Teaching Portal.
 - b. 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).
 - c. 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 programme in Territorial, urban, environmental and landscape planning.All these steps must be completed before the enrolment deadline following the instructions that will be provided in the "Enrolment regulations – A.Y. 2022/23" (art. 14, par. 4).
2. Applicants who have taken the TIL-P 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 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. 16

(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 Territorial, urban, environmental and landscape planning must take the TIL-P test and conveniently place themselves on the ranking list. While registering online for the TIL-P test, these applicants must select this programme in the "Select your programme" section. This choice cannot be modified.
If they are **on the ranking list for admission to the Bachelor's degree programme in Territorial, urban, environmental and landscape planning**, 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. 14, par. 2 and 3). They must follow the procedures that will be illustrated in the "Enrolment regulations – A.Y. 2022/23" (art. 14, 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 Territorial, urban, environmental and landscape planning **must take the TIL-P 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 Territorial, urban, environmental and landscape planning 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. 14 par. 2 and 3. They must follow the procedures that will be illustrated in the "Enrolment regulations – A.Y. 2022/23" (art. 14, 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. 17

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

1. Students who are currently enrolled in the Bachelor's degree programme in Territorial, urban, environmental and landscape planning at Politecnico di Torino (DM 270/04) incur in automatic forfeiture on 30th September 2022 if they **have not passed their first-year compulsory exams that are required to move to year 2 of the programme** 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 Territorial, urban, environmental and landscape planning at Politecnico, but they must **retake the TIL-P 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-P test, they need to select the Bachelor's degree programme in Territorial, urban, environmental and landscape planning in the "Select your programme" section of the Apply@polito platform .
2. Students who are currently enrolled in the Bachelor's degree programme in Territorial, urban, environmental and landscape planning (DM 270/04) incur in automatic forfeiture on 30th September 2022 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 Territorial, urban, environmental and landscape planning programme without taking the TIL- P test, provided that they have passed the first-year compulsory exams required to move to year 2 of the programme. If the Bachelor's degree programme of origin is no longer offered by Politecnico di Torino, these students must register for the TIL-P test on the Apply@polito platform and select the Bachelor's degree programme in Territorial, urban, environmental and landscape planning in the "Select your programme" section of the Apply@polito platform. This choice cannot be modified.
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 2022 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 2022 (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 Territorial, urban, environmental and landscape planning (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. Academic years 2019/2020 and 2020/2021 do not count towards the number of years of enrolment for imposing forfeiture on students.



5. More information will be available in the Student Guide a.y. 2022/23 ("Interruption, suspension, withdrawal, forfeiture" chapter). The Student Guide is going to be published in June.

Art. 18 (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:
Ufficio Mobilità Incoming (Incoming Mobility Office)
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. 19 (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. 2022/2023. 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-P sessions will be appointed with a Rector's decree at a later date.

Art. 20 (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 and for the transparency purposes imposed by the law. Personal data shall be processed in accordance with the principles of lawfulness, fairness and data minimization.
2. The University policy on the processing of personal data is available at <https://didattica.polito.it/privacy/>

Art. 21 (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 legislative decree no. 33/2013".



**Art. 22
(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 and B, 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 TERRITORIAL,
URBAN, ENVIRONMENTAL AND LANDSCAPE PLANNING**

ACADEMIC YEAR 2022/2023

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.
- 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.

The procedures for uploading the certificates and presenting the documents for enrolment will be illustrated the “Enrolment Regulations - A.Y. 2022/23”, referred to in art. 14, par. 4 of the Call for Applications.



STUDENTS WITH AN NON-ITALIAN EDUCATIONAL QUALIFICATION

Bachelor's degree programmes entirely taught in Italian: 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> in the table "Certificates accepted or exemptions in substitution for PLIDA at Politecnico di Torino".

OTHER REQUIREMENTS

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

High school diploma awarded after 10 or 11 years of school attendance + Foundation course (preparation year/s) successfully completed at an Italian University. 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 (HSD) 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 C for further details)
- or
- U.K. high school diploma: General Certificate of Education (GCSE) and International General Certificate of Education (IGCE), with at least 3 A-levels passed with a passing grade in three different subjects related to the Bachelor's degree programme chosen by the applicant (see Annex C 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 C for further details)
- or
- International Baccalaureate Diploma, awarded by a school that is recognized by the International Baccalaureate Organisation (IBO) (see Annex C for further details)



- 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 for EU citizens only or Passport
- b) Fiscal code
- c) For underage applicants: self-certification (*dichiarazione sostitutiva di certificazioni* - articles 5 and 46 of Presidential decree 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) High school diploma with official translation into Italian (Official diplomas written in English, French or Spanish do not need to be translated)
- e) For applicants with a U.S. high school diploma: High school diploma (HSD) plus a certificate stating that the applicant has passed 3 Advanced Placement courses (APs), as specified in Annex C
- f) For applicants with a U.K. high school diploma: General Certificate of Education (GCE) and International General Certificate of Education (IGCE) plus a certificate stating that the applicant passed 3 A-levels, as specified in Annex C
- g) For applicants with 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 C
- h) 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 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 in Italy. 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 (Declaration of value) of high school diploma or Statement of Comparability issued by CIMEA or other ENIC-NARIC certificate.
- n) Language certificate (Italian or English) required for admission (for English language certificates)

The procedures for uploading the certificates and presenting the documents for enrolment will be illustrated the “Enrolment Regulations - A.Y. 2022/23”, referred to in art. 14, par. 4 of the Call for Applications.



ANNEX B

**SPECIFIC REQUIREMENTS FOR UK ,U.S. AND SCOTTISH HIGH SCHOOL DIPLOMAS FOR
A.Y 2022/23**

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; Design and Communication; Territorial, Urban, Environmental and Landscape Planning: |
|---|--|
| Mathematics | Art and Design |
| Mathematics – Further* | Art and Design NEW cod. 9479 |
| Biology | Classical Studies |
| Chemistry | Mathematics |
| Environmental Management (it is available only at AS level; for this reason, students must pass another AS subject in order to raise this subject to A-level) | Mathematics – Further |
| Physical Science | Biology |
| Physics | Chemistry |
| Business | Environmental Management it is available only at AS level; for this reason, students must pass another AS subject in order to raise this subject to 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 |
| | Computer Science NEW cod. 9618 (from 2021) |
| | 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 fulfil 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 |
| Chemical & Process | Administration and Information Technology (Fixed Framework) |
| Computing, IT & Related Areas | Architectural Technology |
| Construction | Building Surveying |
| Creative Industries | Built Environment |
| Engineering | Business |
| Quality | Business (Fixed Framework) |
| Science and Mathematics | Business with Accounting (Fixed Framework) |
| Supply Chain Management | Business with HRM (Fixed Framework) |
| Energy and utilities | Business with Information Technology (Fixed Framework) |
| Water | Business with Marketing (Fixed Framework) |
| Land and Environment | Chemical Engineering |
| | 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 Electro-Technology |
| | Marine Engineering |



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| | |
|--|-------------------------------------|
| | Measurement and Control Engineering |
| | Mechanical Engineering |
| | Mechatronics |
| | Petroleum Engineering |
| | Supply Chain Management (Fixed |
| | Electrical Engineering |
| | Financial and Business Management |



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 fulfil 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: | | Architecture; Territorial, Urban, Environmental and Landscape Planning; Design and Communication: | |
|--|---|--|--------------------------|
| 3 subjects chosen from those listed in the "Math and Computer Science/ Sciences (STEM)" section and in the "History & Social Sciences" section | | 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 Art and Design |
| Math and Computer Science / Sciences (STEM) | AP Biology | | AP Studio Art 2-D Design |
| | AP Calculus AB | | AP Studio Art 3-D Design |
| | AP Calculus BC | | AP Studio Art Drawing |
| | AP Chemistry | | AP 2-D Art and Design |
| | AP Computer Science A | AP 3-D Art and Design | |
| | AP Environmental Science | AP Drawing | |
| | AP Physics 1 | Math and Computer Science / Sciences (STEM) | |
| | AP Physics 2 | | |
| | 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 | | |
| | AP Biology | | |
| | AP Calculus AB | | |
| | AP Calculus BC | | |
| | AP Chemistry | | |
| | AP Computer Science A | | |
| | AP Environmental Science | | |
| | AP Physics 1 | | |
| | AP Physics 2 | | |
| | 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 fulfil Politecnico admission requirements.



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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, awarded by a school that is recognized by the International Baccalaureate Organisation (IBO), 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).