



**Politecnico  
di Torino**

Direzione Studenti,  
Didattica e Internazionalizzazione

## **Part-time jobs Salone Orientamento e PCTO a.y. 2023/2024**

*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.*

### **Who can apply and retribution**

Part-time collaborations are listed in the Annex A. They can be:

- Teaching support collaborations: paid 12.50€ per hour
- Service support collaborations: paid 9.50€ per hour

Please check the Annex A to learn length of each collaboration and its specific activities to be carried out.

Collaborations must start by March/April 2024 and be completed by September 2024 (except for the ones with a different duration).

### **Legal and administrative matters**

#### **Time tracking**

The hours allocated to each collaboration are to be included in the count for the a.y. 2023/2024. Please note that collaborations should last for a maximum of 200 working hours (as reported in Legislative Decree No. 68 of 29/03/2012 on the right to Education and support to university colleges).

#### **Requirements**

Please note: some collaborations could require further specifications (listed in the Annex A).

#### **Course of study**

Applicants must be enrolled to a.y. 2023/2024 to one of the following course of study:

<b>a.y. 2023/2024</b>	<b>BACHELOR'S</b>	<b>MASTER'S</b>
<b>First year</b>	Not applicable	yes
<b>Second year</b>	Yes for service support <b>Not for teaching support</b>	yes
<b>Third year</b>	Yes	yes
<b>Fourth year</b>	yes	No



### Application

Students cannot start any collaboration assigned until enrolment procedure is complete.

### Academic merit requirements

Please check here the academic merit requirements:

BACHELOR'S a.y. 2023/2024	SERVICE SUPPORT				TEACHING SUPPORT	
	AVERAGE $\geq$ 23		AVERAGE $<$ 23		AVERAGE $\geq$ 23	
<b>First year</b>	Not applicable		Not applicable		Not applicable	
<b>Second year</b>	25 cfu		35 cfu		Not applicable	
<b>Third year</b>	80 cfu		90 cfu		100 cfu	
<b>Fourth year</b>	135 cfu		150 cfu		135 cfu	
MASTER'S a.y. 2023/2024	SERVICE SUPPORT				TEACHING SUPPORT	
	AVERAGE $\geq$ 23		AVERAGE $<$ 23		AVERAGE $\geq$ 23	
<b>First year</b>	No requirement		No requirement		No requirement	
<b>Second year</b>	25 cfu	Enrolment in second semester: 15 cfu	40 cfu	Enrolment in second semester: 25 cfu	25 cfu	Enrolment in second semester: 15 cfu
<b>Third year</b>	80 cfu	Enrolment in second semester: 65 cfu	90 cfu	Enrolment in second semester: 80 cfu	80 cfu	Enrolment in second semester: 65 cfu

Average calculation is made taking into account exams passed by **13<sup>th</sup> November 2023**.

### Knowledge of the Italian language

Fluency in Italian is strongly required.

### How to apply and deadline

#### How to apply

Application must be submitted only through the Teaching Portal, selecting "Segreteria online/Online services" and clicking on "Collaborazioni studentesche/Part-time on campus job".



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### **Deadline**

Application must be submitted no later than **26<sup>th</sup> February 2024**.

### **Acceptance of the collaboration's position**

After checking their own position in the ranking, each winning student must take part to the awarding day in presence, as specified in the Annex A (please refer to each call line).

Who is not complying with the specific requirements (e.g. exam with a certain mark, language knowledge, etc.) cannot accept the collaboration, no matter their position in the ranking.

**For more information** please contact the Office for the Right to Education through the Ticketing service. Log into your personal page of the Teaching Portal, click the "ticket" tab available on the menu bar and choose the topic: "Part-time on-campus jobs".