STEP #2: NEW POLITO PROFILE Deadline June 13th

These are the steps you will have to follow:

Enter in your Apply page. Click on "Enrolment" and then "Continue with the enrolment".

> Main	Main						
> Personal information	Information Dear thank you for having submitted your application form for an exchange programme at Politecnico di Torinol The International Mobility Board will evaluate it and you can see the progress in the "Evaluation" section.						
Educational Background							
➤ Language skills							
> Mobility programme	If you need help and you want to open a ticket go to FAQ / Ticket						
> Learning resources	Next >						
> Attachments							
Save and Submit							
> Evaluations							
> Enrolment							
FAQ / Ticket							

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In the "temporary address" you will have to input your long term address in Torino. If you do not have it, you can leave the one in your country.



Accept all the Declarations and click on **Next**

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City	Oritection						
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Depending on the activity at PoliTO you will see one of the following options:

Fees				
Fees Information				
Current account mov	vements			
Value Date 12/02/2016	30/11/2015	0.00	Credit Type of transaction Enrolment fee: 1st instalment	Type of payment
Balance € 0.00			Student in line with institution fees	Value = 0.00



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You **HAVE TO PAY** the external taxes Choose the payment method: **credit card**. <u>No other payment methods are allowed!</u> The payment cannot be done at a later stage.

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Fees Information)			
Current account	movements			
Value Date	Deadline	Debit	Credit Type of transaction	Type of payment
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 Credit Card and 	i onime bank transref		Scarica il Tutorial in PDF 🕒	 the tax stamp

Now you have created your **NEW PoliTO PROFILE**!

This is the first part of the procedure and, until your arrival at PoliTO, the status of your career will be "ENROLMENT TO BE COMPLETED". The instructions on how to switch it to "ACTIVE" will be provided in due time.

FISCAL CODE: Since you might not have the official document yet, to finalize the Step #2 procedure, it has already been temporarily auto-generated by our system. This won't exempt you from applying for the official document, which is mandatory for your stay in Italy. Check paragraph 3.3 of the <u>Welcome Guide</u>

What to do after Step#2?

READ THE INSTRUCTIONS ACCORDING TO YOUR ACTIVITY AT POLITO:

Courses/Courses and final project

•Wait 24 hours;

- •Enter your new PoliTO profile and read carefully Step#3 instructions available in your Portale della Didattica >> Online Services >> Incoming Students >> Get ready for PoliTo;
- •Define PoliTO Learning Agreement (Step #3) by June 17th;
- •Have your PoliTO Learning Agreement approved by your PoliTO Academic Advisor;
- Download your acceptance letter in your Portale della Didattica >> Online Services>> Incoming Students >> Incoming Students Documents;
- •Only if you have to, proceed with Step #Visa

Double Degree

•Wait 24 hours;

- •Enter your new PoliTO profile and download your acceptance letter in your Portale della Didattica >> Online Services >> Incoming Students >> Incoming Students Documents;
- Only if you have to, proceed with Step #Visa;
- •Read carefully Step#3 instructions available in your Portale della Didattica >> Online Services >> Incoming Students >> Get ready for PoliTo;
- Define PoliTO Learning Agreement (Step #3) by June 17th;
- Have your PoliTO Learning Agreement approved by your PoliTO Academic Advisor

Final Project and PhD research

Wait 24 hours;

- •Enter your new PoliTO profile and download your acceptance letter in your Portale della Didattica >> Online Services >> Incoming Students >> Incoming Students Documents;
- •Only if you have to, proceed with Step #Visa;
- •No need to define PoliTO Learning Agreement