

# **WELCOME GUIDE**

## **@Polito**

**A.Y. 2024-2025**



**Politecnico  
di Torino**



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# **1. POLITECNICO DI TORINO & TORINO**

## **1.1 Politecnico di Torino**

Politecnico di Torino was the first Italian Engineering School, founded in the wave of the technical and scientific innovation that gave rise to the most prestigious European polytechnic schools in the mid-19th century. Founded as a School for Engineers in 1859, it then became Regio Politecnico di Torino in 1906. Engineers, architects, designers and urban planners have been trained at Politecnico di Torino for over 160 years with rigor, integrity and high-level standards.

This long ever-changing history has rated Politecnico among the top European technical Universities for education and research, with 38,700 students and a teaching staff of more than 1,000.

Each year, above 5,000 students from more than 100 countries choose PoliTo not just to receive a technical education but to get a wide range of opportunities granted by the University collaborations with industries, public institutions and local organizations.

PoliTO is an international level research University which goal is to find solutions for contemporary society challenges, to imagine a sustainable future without forgetting social, ethical, economic and environmental implications.

## **1.2 Torino, a city to discover**

Situated in the North West of Italy, Torino was the first capital of Italy in 1861.



Thanks to its historical importance, the city has been able to innovate without losing its ancient elegance. Torino is today home for national and international companies that enhance its reputation, while it is also considered a prestigious academic pole and a liveable and enjoyable environment for young people. It is considered one of the most sustainable cities in Europe, thanks to its parks and tree-lined avenues. Its strategic nearness to the Langhe area (UNESCO Heritage), the Alpi mountains and the region of Liguria makes Torino a key place where starting to discover the 'Bel Paese'.

### 1.3 Cost of living



Compared with other Italian cities Torino can be considered as a low cost city: the cost of rent and services is less expensive than in other metropolitan cities.

For example one of the most convenient place to shop for groceries is Porta Palazzo Market, which is also the biggest one in Europe. It offers a variety of traditional and international food at very affordable prices.

Price comparison is available on our [website](#).

## 2. HOW TO PLAN YOUR ARRIVAL

### 2.1 Requirements to enter Italy

- **Non-European citizens** → you need to apply for a study visa to enter Italy through the registration on University website;
- **Non-European citizens holding also a European citizenship** → you can travel with your valid European passport without applying for the study visa;
- **Non-European citizens living in a Schengen country and holding a residence permit card issued by the Schengen country they are living in** → verify with the Italian Embassy of the country you are living in, according to the current Italian immigration law, you are exempted from the Visa request;
- **European citizens** → you can travel with your valid ID/passport without any other formalities.

### 2.2 How to reach Torino

#### ✓ By plane

- *Torino Caselle airport*: Torino city center can be reached by **bus**, **train** or **taxi**.
- *Milano Malpensa and Milano Bergamo airports*: These two airports are well connected to Torino as well. For more information on how to reach Torino city center: **<https://torino.arriva.it/>** or **<https://www.flixbus.it/>**





### ✓ By train

Torino is a very important railway junction, especially for fast connections throughout Italy and also part of Europe. There are different stations in town. The most important ones are: *Torino Porta Nuova* and *Torino Porta Susa*

For information and timetables of trains:

- **TRENITALIA:** the main train company in Italy - [www.trenitalia.com](http://www.trenitalia.com)
- **NTV – Italo:** an Italian railway company operating with high-speed trains - [www.italotreno.it](http://www.italotreno.it)

### ✓ By car

Five motorways come to the city:

- A4 Trieste-Venezia-Milano-Torino [www.autostrade.it](http://www.autostrade.it)
- T1/T2-A5 Tunnel Monte Bianco-Aosta-Torino  
[www.ativa.it](http://www.ativa.it) [www.tunnelmb.com](http://www.tunnelmb.com)
- A6 Savona-Torino - [www.autostrade.it](http://www.autostrade.it)
- A21 Piacenza-Torino - [www.autostrade.it](http://www.autostrade.it)
- T4-A32 Tunnel Fréjus-Torino - [www.sitaf.it](http://www.sitaf.it) -  
[www.tunneldufrejus.com](http://www.tunneldufrejus.com)



## 2.3 Accomodation

Torino is a student city and it offers a wide range of accommodation solutions. You can select from a range of solutions such as applying for a University residence or a private residence. Additionally, you may consider renting an apartment or a room while formalizing your contract with the owner.

**Here** you will find comprehensive information regarding the accommodation and the PoliTO “Cerco Alloggio” service.

## 2.4 Health Insurance

Depending on your country of origin rules concerning your health insurance can be different. To get information about your possibilities you can **visit our website** where you can find a useful guide for the enrolment in the Italian Health System.



### 3. ONCE YOU HAVE ARRIVED

#### 3.1 Welcome Weeks and Welcome Point

PoliTO invites all international and exchange students to participate in the Welcome Weeks: events and initiatives created to welcome you to campus and start familiarizing with our university and the city. These activities can include campus tours, cultural events, socializing activities organized by the student's associations fostering connections between students and their new environment.



Furthermore, during the months of September, October, February and March our staff supported by Mentor Students will be available to provide assistance and offer guidance, ensuring a smooth transition and a warm welcome to our university community at the *Welcome Point*.

You can find the official calendar of the *Welcome Weeks* and the opening hours of the *Welcome Point* **[here](#)**.

Do not miss these opportunities!

## 3.2 Long stay requirements

### ✓ Non-EU Citizens

If you are a non-EU citizen, who enters Italy with a study visa and plans to stay for more than 90 days, you must apply for a residence permit within 8 working days after your arrival. You can receive assistance with the residence permit application process upon your arrival directly at PoliTO. Book your appointment from your Student Page (Portale della Didattica) and come prepared with the required documentation. More details about the documentation can be found [\*\*on our website\*\*](#).

We will be organizing pre-arrival webinars to provide information and guidance on the residence permit procedures, aiming to facilitate a better understanding of the process. Join our webinars to get valuable insights and simplify your experience with obtaining a residence permit. Additional information about the webinars can be found [\*\*here\*\*](#).

### ✓ European Citizens

If you are a European Union Citizens you must not apply for the residence permit but you have to register at the *Anagrafe* Office three months after the arrival (for stays longer than 3 months). More details are available [\*\*here\*\*](#).

### 3.3 Italian Fiscal Code

The Italian Fiscal Code is a code made up of letters and numbers based on of your first name, family name, date and place of birth and it is used by the Public Administration to identify people.

It can be issued, signed and printed, by:

- the Italian Consulate/Embassy in your country → if you request it **before your arrival in Italy;**
- the Revenue Agency (*Agenzia delle Entrate*) → if you request it **after your arrival in Italy.**

During the months of September, October, February and March officers from the *Agenzia delle Entrate* are available at Politecnico di Torino. Book your appointment from your Student Page (Portale della Didattica) and come prepared with the required documentation.

More details about the documentation are available **here**.

**You can book your appointment for the Welcome Weeks activities or other services from your Student Page, Portale della Didattica → La mia didattica → My academic progress → Reservation tool → Welcome Activities or International Students Services (Fiscal Code, Residence Permit application and Accommodation Desk)**

## 3.4 Getting familiar with Torino

### 3.4.1 Transport system

**GTT** is the local public transport provider. Thanks to the well-connected transports system it is possible to easily move from one area of the city to the other. With a student subscription, you can access to metro, tram, bus whenever you need.

If you are under 26 years old you can benefit from a discount: the monthly ticket costs € 25 and the annual one costs € 258. For additional info visit the GTT webpage [\*\*here\*\*](#).

Apart from public transport, there are several shared mobility services:

- Bike Sharing
- Car and Moto Sharing
- Electric Scooter Sharing

Check the website of the companies that offer these services in order to know the use, the prices and the legal aspects.

### 3.4.2 Culture

Torino has an important and attractive cultural heritage: new and contemporary architecture balanced among the roman urban planning, interactive museums and cultural locations located not only in town but also outside the city. Discover the Royal Residences, the palaces and museums, the parks and tree-lined avenues, the river and the mountains, the historic restaurants and cafes, the great events offered by the city.

**For young people under 26** there is the possibility to buy the annual Museum Pass that allows the entrance to many museums and city galleries of Piedmont any time you want.

**Free entrance days** - First Sunday of the month at (booking necessary from the website of the museum):

1. **Musei Reali di Torino** (Palazzo Reale, Armeria Reale, Cappella Sindone, Galleria Sabauda and Museo Antichità)
2. **Palazzo Carignano**
3. **Villa della Regina**

*Also for a.y. 2024/25, Politecnico di Torino decided to renew the **projects for the promotion of student culture and mobility.***

*Thanks to these initiatives' students enrolled with a full-time workload in a Bachelor's or Master's degree programme and Ph.D. candidates will enjoy discounted prices on their bus/metro tickets, bike-sharing subscription, Museum pass and Fablab student membership card.*

**Here** you can find all the information about each initiative together with requirements, modalities and deadlines that you must meet in order to benefit from this opportunity. Failure to respect the following provisions will result in the exclusion from the benefits.



### 3.4.3 Shopping

Torino offers a high range of shopping opportunities: typical food like Gianduiotto, local handicraft, tailor made clothes and design pieces. The city center is the perfect place where to go shopping: Via Roma and the parallel pedestrian streets, Via Lagrange and Via Carlo Alberto with its historical boutiques, Via Garibaldi among Europe's longest pedestrian streets are the starting point for your purchases.

### 3.4.4 Bank, Post Office, Hospitals

- ✓ **Poste Italiane:** It is the Italian postal service provider where can send and receive parcels from anywhere in the world. It also offers banking and residence permit bureaucratic services. Inside the Politecnico di Torino facilities there is a branch in Via D'Ovidio 8.
- ✓ **Banks:** In the city there are several banks among which students can choose. At the Politecnico di Torino (*Via d'Ovidio 6*) you can find a branch of UniCredit bank.
- ✓ **Hospitals:** Public Italian hospitals are run by the Italian National Health Service. They are open 24 hours a day with Emergency Rooms (*Pronto Soccorso*) offering assistance in urgent cases. Modalities for accessing the services provided by the Italian National Health Service depend on the type of **health insurance** you hold.



## 4. POLITO LIFE

### 4.1 PoliTO Community

#### 4.1.1 Buddy and WeAreHERE

##### ✓ **Buddy Program for Bachelor and Master of Science students**

If you are a Bachelor or Master of Science student you can receive support from your Buddy! Upon your enrolment at PoliTO you will be contacted by your Buddy after few weeks. The Buddy Program involves master's degree students, who are requested to support freshmen in their transition from High-school to University. The Buddy is usually a student who is attending one of the last years of a degree program. Since s/he is more experienced, s/he will be able to provide freshmen with useful information such as:

- How to manage university life;
- How to interact with university offices and administration in general;
- Share his/her personal experience inside and outside the Politecnico, providing information about the City;
- Promote the Italian culture and the integration of foreign students.

Finally, buddies are always available and may be contacted via e-mail, WhatsApp or in person. Additional info [here](#).

##### ✓ **Buddy System for Exchange students (Erasmus+, Double Degree, Bilateral Agreement)**

If you are an exchange student register on the platform Buddy System, an *ESN (Erasmus Student Network- Torino) matching system*, for requesting a Buddy. The aim is to enrich the experience and make it local and

intercultural at the same time. Don't miss this opportunity and join **ESN Torino!**

How to use Buddy System? It's easy!

1. Sign up
2. Choose "International student"
3. Complete your profile
4. Get to know your buddy!

You can find Politecnico Buddy System on the following platform:

**<https://buddysystem.eu/en/register>**

#### ✓ **WeAreHERE**

WeAreHERE project was created with the purpose of **improving the participation of young girls in the STEM sector**, tearing down gender stereotypes. WeAreHERE mentors participate in many activities proposed by Politecnico, sharing their personal experience as women in a male-dominated environment. They are very active on the social media, especially on Instagram - where they have created a dedicated **account**. They go live monthly, giving viewers the opportunity to intervene and ask questions. WeAreHERE mentors also give the opportunity to future engineering students to make a private appointment with one of them, to discuss their concerns and answer any questions they may have.

**We are HERE Polito | Home**

## 4.1.2 Student Societies and Teams

Enrolling at Politecnico not only entails gaining access to a diverse, innovative, and multidisciplinary course catalog, but also becoming part of a welcoming community that provides opportunities to enjoy unique experiences.

You have the possibility to work in a **Student Team** to achieve a common goal or to collaborate in a **Student Society**.

## 4.1.3 Sport activities

Sport is a matter of great importance for PoliTO: it means social inclusion, integration, overcoming ideological barriers, an integral part of the university experience. Check **POLITOSport** webpage if you want to live a healthy university experience.

## 4.2 PoliTO Services

### 4.2.1 PoliTO campuses

Politecnico di Torino has several campuses located in different parts of the city:

- **Valentino Castle**, a 17<sup>th</sup> Century House of Savoy, main campus of Architecture;
- **Corso Duca degli Abruzzi**, the main campus of Engineering with the **Cittadella Politecnica**, the technological area that hosts PoliTO incubator;

- **Design and Sustainable Mobility Citadel**, the newest campus that hosts the design and automotive degree courses;
- the **Lingotto Building** hosts the Master School.

## 4.2.2 Language Centre

PoliTO offer to all international and exchange students Italian language courses free of charge. For further information about Italian and other language courses, you can visit the website **here**.

## 4.2.3 Libraries

Books may be borrowed from Politecnico central libraries or from Department libraries. **Here** you can obtain information about them.

EDISU Piemonte (the regional authority for the right to higher education) runs a book lending service. Check how to access to the service **here**.

## 4.2.4 Study rooms

### ✓ On campus

These are the 5 PoliTO study rooms that you can access:

- ✓ **Study room Biblioteca**
- ✓ **Study room Corso Castelfidardo**
- ✓ **Study room Via Morgari**
- ✓ **Study room Via Boggio**
- ✓ **Study room Special Needs** (book the place through the booking tool from your Student Page)

✓ **Around the city**

EDISU Piemonte runs several study rooms. For further information check [EDISU website](#).

### **4.2.5 LAIB**

Computer labs are available for students in all Politecnico sites. Students can check online the “LAIBs” availability and find more information on this website [here](#).

### **4.2.6 Student canteens**

In Torino there are several canteens. One of them is inside Politecnico di Torino and can be accessed from Corso Castelfidardo, 30/A. Your **PoliTo Smart Card** will allow you to have both lunch and dinner. Additional info available [here](#).

- ✓ **Students enrolled in a Bachelor or Master of Science course** → can access to all the canteens and pay according **to the price bracket**. To take advantage of the reduced rates you have to submit your application, otherwise you will pay the full rate.
- ✓ **Students participating in exchange programmes** → automatically have a reduced price reserved.

## 4.3 PoliTO Inclusion and support

### 4.3.1 Counseling Service and Passi@PoliTO

- ✓ **Counseling Service** is dedicated to all those facing psychological distress attributable to complex situations experienced in the university environment. The service is also open to technical/administrative/librarian/doctoral/research staff (etc.) who want to improve the way they deal with stressful situations, learning to manage their emotions. Thus, the Service provides support for: problems related to the study and methodology used inability to handle stressful situations, emotional overload issues of self-esteem and motivation, health concerns

Online website: [Counselling service | Politecnico di Torino \(polito.it\)](https://www.polito.it/it/ricerca-e-innovazione/counseling-service)

- ✓ **Passi@PoliTO** is a psychological counseling service that offers a space, in presence and remotely, for listening and understanding of practical difficulties and emotional issues that may arise during the course of studies and experience in Torino. It aims to facilitate the presence and improve the process of academic insertion and local integration of international male and female students enrolled in the two universities, mainly from non-EU countries characterized by the use of educational, scholastic and social models that are culturally different from European ones.





The service is **free** and bookable **by appointment** at [passi@polito.it](mailto:passi@polito.it).

Online website: [\*\*Passi@PoliTO\*\*](mailto:Passi@PoliTO).

### **4.3.2 Special Needs**

Special Needs Unit gives support to students with **SpLD** (Specific Learning Disorder), students with **disabilities** (physical, sensory, relational, cognitive) and students with **temporary health problems**.

International Students with special needs must provide medical documentation, attesting the state of disability, SpLD or temporary difficulty for health reasons, issued in the country of residence.

The documents must be official and must be drawn up in one of the following languages: **Italian, English, French, Spanish**. If the official documents are in other languages, it is necessary to attach the official translation into Italian or English.

Students can enter the medical certificate in the apply procedure, or send it by ticket to the Special Needs Unit in pdf format. [\*\*Here\*\*](#) can be reached the website.

### **4.3.3 Confidential Counselor**

The Confidential Counselor is appointed by PoliTO and has the task of providing advice and assistance to anyone who suffered from sexual or moral harassment or discriminatory behavior. The Confidential Counselor is also in charge to implement the principles listed in the Code of Conduct, promoting the protection of the dignity of female and male workers and university students. Furthermore, the main task of the Counselor is to

guarantee the right to a working and study environment, encouraging the development of interpersonal relationships. Online website: **Confidential Counsellor | Politecnico di Torino (polito.it)**

## 4.4 PoliTO tools

### 4.4.1 PoliTO Smart Card

Each exchange student is provided with a student card called Smart Card.

It is used to:

- **identify each student;**
- **access PoliTO facilities when you are entitled to;**
- **pay the meal at the university canteens.**

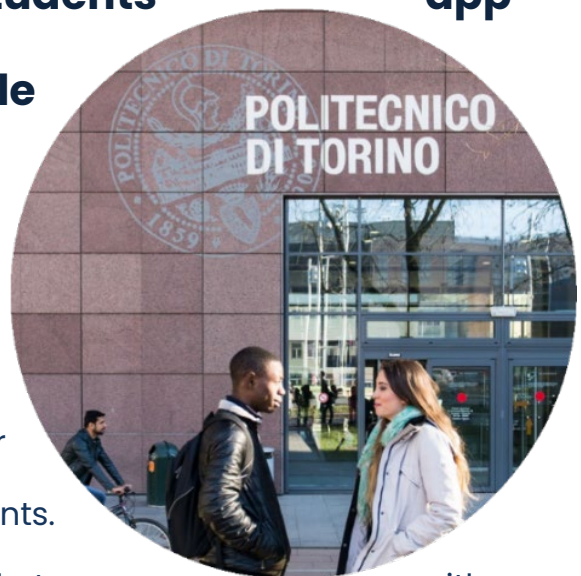
It has to be collected upon appointment at the **Registrar's Office**.

### 4.4.2 PoliTO Students app and Portale della Didattica

*PoliTO Students* → is the 'Students App', the new official app of PoliTO, designed for and in collaboration with its students.

Designed with an Open Source approach to grow

with



the contribution of the PoliTO community, it allows you to manage your academic career through smartphones and tablets.

**Portale della Didattica** → is the tool that allows you to reserve an exam or look at your learning agreement/study plan, check the registered grades, pay the external taxes (if it is due) and print your documents.

### 4.4.3 PoliTO institutional e-mail account

Each PoliTO student has an email address related to the student's number ID (matricola) assigned at the enrolment

*Important communications by PoliTO offices are sent to **this e-mail address**; therefore, remember to frequently check it!*

(**sMATRICOLA@studenti.polito.it**).

For example, if your matriculation number is **123456**, your email address will be: s123456@studenti.polito.it.

### 4.4.4 PoliTO Wi-Fi

In all Politecnico di Torino campuses you can find a **free** Wi-Fi. In order to access the PoliTO Wi-Fi wireless LAN network you need use your **PoliTO email address** and **password** to access.

## 4.5 Academic calendar 2024/2025 and Holidays

Fall Semester	
<b>Classes</b>	From 23/09/2024 to 11/01/2025
Winter Semester	
<b>Exams session</b>	From 13/01/2025 to 22/02/2025
Spring Semester	
<b>Classes</b>	From 24/02/2025 to 7/06/2025
Summer Semester	
<b>Exams session</b>	From 9/06/2025 to 19/07/2025 and September (dates tbd)

Additional info on the Academic Calendar can be found on the Student Guide of your Degree Programme [here](#).

<b>National Holidays</b>	25 <sup>th</sup> April 1 <sup>st</sup> May 2 <sup>nd</sup> June 24 <sup>th</sup> June 15 <sup>th</sup> August 1 <sup>st</sup> November 8 <sup>th</sup> December 25 <sup>th</sup> and 26 <sup>th</sup> December 1 <sup>st</sup> January 6 <sup>th</sup> January
<b>Christmas Break</b>	From 23/12/2024 to 06/01/2025
<b>Easter Break</b>	From 17/04/2025 to 23/04/2025

## 4.6 Emergency and Safety

### ✓ **Politecnico Medical Service**

In Corso Duca degli Abruzzi campus there is a Medical Service (*infermeria*) with specialized staff that can assist you in an emergency situation.

### ✓ **Safety rules**

Do not carry your passport with you (a copy will be sufficient). If you are a Non-EU citizen, bring always with you at least a copy of the residence permit or of the postal receipt of the residence permit application.

Do not keep your credit card in your wallet but in a different place. Look out for pickpockets on trams and buses.

Remember, even at the Politecnico di Torino, to keep an eye on your bags, backpacks, mobile phone and laptop.

## 5. OFFICES CONTACTS

You can find all the contacts of the PoliTO offices [here](#).

## 6. USEFUL NUMBERS

<b>112</b>		Ambulance, fire department, police
<b>0115737/ 0115730</b>		Taxi Torino
<b>0116637637</b>		Anti poison centre
<b>118</b>		Health Emergency (Pronto Soccorso)
<b>01155881</b>		Polizia Torino (Questura)
<b>0115747</b>		Doctor on Duty
<b>800822056</b>		Card Block (if bank card is lost or stolen)



## 7. GLOSSARY

ITALIANO	ENGLISH
Ciao	Hi, Hello
Grazie!	Thank you!
Per favore	Please
Scusa	Excuse me
Arrivederci	Goodbye
Non capisco	I don't understand
Come ti chiami?	What's your name?
Mi chiamo...	My name is...
Piacere di conoscerti!	Nice to meet you
Come stai?	How are you?
Bene, grazie	Good, thank you!
Non molto bene	Not so good
Un biglietto per...per favore	One ticket to... please
Quanto costa?	How much does it cost?
Vengo da...	I am from...
Ho fame	I am hungry
Ho sete	I am thirsty
Sono stanco	I am tired
Mi sono perso	I am lost
Dov'è...?	Where is...
...l'aeroporto?	...the airport?
...la stazione?	...the train station?
...l'ospedale?	...the hospital?
...il bagno?	...the toilet?
Lezione	Class
Aula	Classroom
Codice Fiscale	Fiscal Code
Diploma di laurea	Graduation Certificate