



**POLITECNICO
DI TORINO**

TUITION FEE GUIDE 2017/2018

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of the Manager of the Division of Student Affairs**

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.

SECTION 1

Art. 1. Self-service information and operations

1. If you need information about your tuition fees, you can log into your personal page on *Portale della Didattica / Segreteria on-line* (Teaching Portal / Online Registrar's office).

Art. 2. Tuition fees

1. Tuition fees include:

FEES COLLECTED BY POLITECNICO UNDER ITS COMPETENCE	Comprehensive fee	variable fee depending on type of enrolment (full-time or part-time) and contribution level
FEES COLLECTED BY POLITECNICO OUTSIDE ITS COMPETENCE	Regional tax for the Right to University Education - Edisu	€ 140
	Enrolment revenue stamp	€ 16
	Premium for accident insurance	€ 3,53

Art. 3. Type of enrolment

1. A student is considered enrolled for the academic year only upon payment of the first instalment of the tuition fees.
2. There are two types of enrolment:
 - Full-time enrolment: in this case you have to pay your tuition fees in two instalments, regardless of the dates of enrolment/matriculation and graduation; the first instalment of the tuition fees is due upon enrolment/matriculation and the second instalment has to be paid in accordance with the deadline;
 - Part-time enrolment: in this case you have to pay your tuition fees with a lump-sum payment (payment made all at once) upon enrolment (except for students referred to in Section 2).
3. Payment deadlines are illustrated in [Section 4](#).

Art. 4. Maximum amount of tuition fees for full-time students

1. The tuition fee maximum amount (including the amounts referred to in article 2) is calculated as follows:

TYPE OF STUDENT/ENROLMENT *	MAXIMUM AMOUNT
Student enrolled in a Bachelor's degree programme/ Master's degree programme	€ 2.596,67
Student enrolled in a Bachelor's degree programme for the 6 th time or enrolled in a Master's degree programme for the 4 th time	€ 2.962,77
Student enrolled in a Bachelor's degree programme for the 7 th time or enrolled in a Master's degree programme for the 5 th time	€ 3.206,84
Student enrolled in a Bachelor's degree programme over the 7 th time or	€ 3.817,01

enrolled in a Master's degree programme (Magistrale/Specialistica) over the 5 th time Student enrolled a Bachelor's degree programme belonging to the system pre-dating Ministerial Decree. No. 509/99; <i>Diploma universitario</i>	
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- If you enrol as a full-time student with an ISEE income lower than 30,500.00 Euro and if you meet certain requirements (number of credits earned and number of years of enrolment) which are mentioned under Section 2 of this Guide, the above table does not apply to your case. You will have to pay the tuition fee amount illustrated in Section 2 of this Guide.
- If you enrol as a full-time student and you do NOT meet the requirements mentioned under Section 2 of this Guide, you can benefit from a reduction in your tuition fees (based on your ISEE declaration) as illustrated in Section 3 of this Guide.

**For the exclusive purpose of calculating the number of years of enrolment, in this Tuition Fee Guide, one year of Part-time enrolment is worth 0,5 points (e.g. 4 full-time enrolments + 2 Part-time enrolments = 5 enrolments; 4 full-time enrolments + 1 Part-time enrolment = 4,5 enrolments, which are counted as 4 enrolments)*

Art. 5. Tuition fees for part-time students

- If you enrol as a part-time student, you must pay a fixed fee and a variable fee, on the basis of the number of academic credits (Crediti Formativi Universitari - CFU) which you have included in your Annual Personal Study Plan (APSP).
- The amount of the fixed fee is 650,44 Euro (included other fees collected by Politecnico outside its competence), plus 16 Euro for each credit you want to purchase.
- If you enrol as a part-time student with an ISEE income lower than 30,500.00 Euro and if you meet certain requirements (number of credits earned and number of years of enrolment) which are mentioned under Section 2 of this Guide, you are not subject to the provisions of paragraph 2, but you will have to pay the tuition fee amount illustrated in Section 2 of this Guide, if this is more favourable. In this case you will have to pay your tuition fees in two instalments.
- If you enrol as a part-time student (and if you do not meet the requirements mentioned under Section 2), you cannot benefit from any kind of tuition fee reduction, except as provided for in Article 6.

Art. 6. Tuition fees for first-time enrolment in a Bachelor's degree programme at Politecnico di Torino

- If you do a PROVISIONAL enrolment for a.y. 2017/18 (i.e., if you still do not have your high school diploma or if you are currently enrolled at another university), you will have to pay 200.00 EUR for the first instalment of the comprehensive fee.
If you do not confirm your enrolment at Politecnico due to the fact that your "provisional condition" is not lifted, this amount will not be refunded.
- If you enrol for the first time in a Bachelor's degree programme at Politecnico di Torino and complete your matriculation process by 29st August 2017, you will benefit from a reduction in the comprehensive fees of 70.00 Euro.
- Both part-time and full-time students are entitled to obtain this reduction.

Art. 7. Tuition fees for students at the end of their academic career (not applicable to students who meet the requirements of Section 2)

- If you are a student enrolled in a Master's degree programme (belonging to the system pre-dating Ministerial Decrees No. 509/1999 and No. 270/2004) and you have finished all your exams by September 2017 and you have already included the credits for the final examination (thesis credits) in your Annual Personal Study Plan of previous academic years, you can choose one of the following enrolment options for a.y. 2017/2018:
 - Full-time enrolment: payment of first and second instalment, with the possibility to apply for a reduction in the comprehensive fee.
 - Part-time enrolment: payment of a fixed amount (359,51 Euro) only.
- If you are a **full-time student** (enrolled in a Bachelor's or in a Master's degree programme) and you have inserted the credits for the final examination (thesis credits) in your 2017/2018 Annual Personal Study Plan (in case this is foreseen by the Student Guide), and if you have exceeded the normal credit limit, you will have to pay a fee for the credits which exceed the limit, on top of paying the first and second instalment of your tuition fees. The cost for each additional credit is 16 Euro and must be paid within the deadline for the second instalment of your tuition fees (or within the deadline for the final examination application, if this is previous).

Art. 8. Tuition fees for students who enrol in a Bachelor's degree programme and, after graduation, enrol in a Master's degree programme during the same academic year (2017/18)

If you enrol in a Bachelor's degree programme in a.y. 2017/2018 and, after graduation, you enrol in a Master's degree programme in the same year, you can choose between the following enrolment options:

Type of enrolment in the Bachelor's degree programme and subsequent enrolment in the Master's degree programme	Payment terms	Amount due for enrolment in the Master's degree programme
Full -time	1 st instalment to be paid upon enrolment; 2 nd instalment to be paid before the registration for the final examination	€ 16 revenue stamp upon enrolment
Part-time*	Single payment to be paid upon enrolment	€ 16 revenue stamp upon enrolment + € 16 for each additional credit

We remind you that if you choose a certain type of enrolment for your Bachelor's degree programme, you will have to maintain the same type of enrolment for the Master's degree programme.

*Except for students who meet the requirements mentioned under Section 2.

Art. 9. Tuition fees for students transferring from another university and enrolling in a Master's degree programme in the second semester of a.y. 2017/2018

1. If you enrol for the first time in a Master's degree programme at Politecnico di Torino during the second semester, you can choose between full-time or part-time enrolment.
2. If you enrol as a full-time student, you will have to pay both first and second instalment of your tuition fees; upon enrolment you will have to pay your first instalment according to the tables of Section 4 and you will be assigned the highest contribution level (level 75). It is possible to apply for fee reduction as described in Section 3 of this Guide. At a later stage you will have to pay the second instalment. Payment deadlines are illustrated under Section 4 of this Guide.
3. If you choose to enrol as a part-time student, you must refer to the provisions of article 5.

Art. 10. Tuition fees for students enrolled in single courses

1. If you enrol in single courses, you have to pay a fixed fee and a variable fee, depending on the number of academic credits you want to purchase.
2. The amount of the fixed fee is 350,11 Euro (including revenue stamp and insurance); the cost for every academic credit is 16 Euro.
3. If you have been admitted to a Master's degree programme, and if you need to make a double enrolment for a.y. 2017/18 (i.e., you first have to enrol in single courses in order to cover your unfulfilled academic requirements, and later, you will enrol in a Master's degree programme), the fixed fee paid for enrolment in single courses will be deducted from the tuition fees due for the Master's degree programme, except for the 16 Euro revenue stamp.
4. The fixed fee will not be refunded if are already exempted from paying the tuition fees for your Master's degree programme.

Art. 11. Students with revocation or renunciation of E.Di.S.U. benefits

1. In case of revocation or renunciation of your EDISU scholarship, you will have to pay your tuition fees (on the basis of your current contribution level) for the year of revocation or renunciation.
2. It is Politecnico's responsibility to let you know the deadlines and the amount due for your tuition fees for the year of revocation or renunciation.
3. Politecnico can block or unblock your academic career upon request of E.Di.S.U. if you have any outstanding debt with this institution.

Art. 12. Students of Alta Scuola Politecnica (ASP)

1. If you are participating in the programme of Alta Scuola Politecnica, you are exempted from paying tuition fees for the entire duration of the programme (two academic years). You will only have to pay 159.53 Euro. In case you lose your ASP student status, you will have to retroactively pay your tuition fees for those years in which you benefitted from the exemption. Your tuition fees will be calculated on the basis of your current contribution level: if you have not obtained any fee reduction, you will be assigned the highest contribution level.
2. In this case, tuition fees are due within one month from the notification of the loss of your ASP student status.
3. Given all the above, it is advisable that you apply for tuition fee reduction in any case, so that you will be assigned the correct contribution level.
4. If during the same academic year you enrol in a Bachelor's degree programme and later on you enrol in a Master's degree programme and also gain the ASP student status, you will be receive a refund of the second instalment of the tuition fees which you had paid for your Bachelor's degree programme, as long as this was carried out at Politecnico di Torino.

Art. 13. Students of the Young Talent Project (Percorso Giovani Talenti)

1. If you are admitted to participate in the Young Talent Project, you will be entitled to a reduction in your tuition fees up to a maximum amount of 1500 Euro per year depending on the total amount which is due.
2. It is also possible for you to apply for tuition fee reduction.

Art. 14. Students enrolled in a Bachelor's degree programme partially taught in English (first year in English) or entirely taught in English

1. In order to be exempted from paying first-year tuition fees (except for the fees referred to in article 17), you must:
 - a) have a Upper Secondary School diploma awarded by an Italian high school;
 - b) enrol in a Bachelor's degree programme partially or entirely taught in English:
 - if it is a programme of the Engineering area (except for Engineering for Industrial Production): you must score at least 60 points in the admissions test;
 - for the Bachelor's degree programme in Architecture: you must place yourself in the admissions test in a decile rank of 5, or greater;
 - c) have an IELTS 5.5 certificate or other certificate accepted by Politecnico in substitution for IELTS. The list of accepted certificates is published on the CLA website (Centro Linguistico di Ateneo – Languages Centre): <https://didattica.polito.it/cla/en/certificazioni>

Art. 15. Technical and Administrative Staff of the University

1. Within the framework of its staff training policy, Politecnico can offer its Technical and Administrative Staff some reductions in the comprehensive fee (excluding the fees collected by Politecnico outside its competence) in accordance with the provisions of a specific university Call.

Art. 16. Teacher Card/Carta docente

1. Within the meaning of Law 107/2016 (*Buona Scuola*), those who have the “Electronic card for school teacher training” (called *Carta docente*, with a maximum value of 500 Euro) can use their teacher card to pay a partial amount of their tuition fees.

Art. 17. Students with exemption from payment of tuition fees or students benefitting from special conditions

1. Some students are exempted from paying their tuition fees, but still have to pay certain fees which Politecnico collects and later transfers to other institutions. These fees are the following:

TYPE OF STUDENT	FEE
<p>Students from a foreign university studying at Politecnico di Torino for a certain period of time, on the basis of an agreement between the two universities covering also financial issues of the participation in the exchange programme</p>	<p>The amount due is determined by the agreement between the two universities and changes according to each case:</p> <p>€ 19,53 (Insurance, and revenue stamp) OR € 159,53 (Regional tax for the Right to University Education, insurance and revenue stamp) OR € 1.298,33 (the agreement provides for the payment of half of the highest fee due to Politecnico, including Regional tax for the Right to University Education, insurance and revenue stamp) OR € 0,00 (tuition fees will be covered by the project)</p>
<p>EDISU students: winner/ eligible(<i>vincitore/idoneo</i>)* - Also refer to Art. 11 –</p>	<p>€ 19,53 (Insurance and revenue stamp)</p>
<p>PhD candidates with EDISU scholarship - Also refer to Art. 11-</p>	<p>€ 19,53 (Insurance and revenue stamp)</p>
<p>Politecnico di Torino PhD candidates</p>	<p>€ 159,53 (Regional tax for the Right to University Education, insurance and revenue stamp)</p>
<p>PhD candidates coming from a foreign university within the framework of co-tutelle agreements with Politecnico di Torino</p>	<p>€ 159,53 (Regional tax for the Right to University Education, insurance and revenue stamp)</p>
<p>PhD candidates taking part in an international mobility project</p>	<p>€ 159,53 (Regional tax for the Right to University Education, insurance and revenue stamp); there can be management costs covered by the project</p>
<p>Students enrolled in the Graduate School (Scuola di Specializzazione)</p>	<p>€ 159,53 (Regional tax for the Right to University Education, insurance and revenue stamp)</p>
<p>Political refugees</p>	<p>€ 19,53 (Insurance and revenue stamp)</p>
<p>Students with a scholarship awarded by the Italian Government</p>	<p>€ 19,53 (Insurance and revenue stamp)</p>
<p>Students with disabilities*: - rating of 66% or greater - Law no. 104/92 with disability rating of 66% or greater - Law no. 118/71</p>	<p>€ 19,53 (Insurance and revenue stamp)</p>
<p>ASP students (Alta Scuola Politecnica) - Also refer to Art. 12 –</p>	<p>€ 159,53 (Regional tax for the Right to University Education, insurance and revenue stamp)</p>

Students of the Young Talent Project - Also refer to art. 13 –	€ 1500 - Maximum reduction in the tuition fees
Students enrolled in a Bachelor's degree programme partially taught in English (first year in English) or entirely taught in English - Also refer to Art. 14 –	€ 159,53 (Regional tax for the Right to University Education, insurance and revenue stamp)

***Scholarship recipient:** the student meets the requirements and is entitled to receive the EDISU scholarship.

Eligible: the student meets the requirements but will not receive the EDISU scholarship due to lack of resources.

**PLEASE NOTE: in order to obtain fee exemption students with disabilities have to turn in a certificate stating their particular condition/disability at the Office of the University Registrar (Segreteria Generale, located at Cittadella Politecnica - ground floor). In case of part-time enrolment, the certificate must be turned in within the deadline for the payment of the fixed fee (available in the Student Guide). If the student's health condition needs to be periodically reviewed, a new certificate has to be presented every year upon enrolment.*

Art. 18. Tuition fee payment options

1. From Portale Della Didattica - Segreteria on-line - Tasse e pagamenti - Pagamento tasse (Teaching Portal – on-line Registrar's Office – Fees and Payments – Payment of fees) choose one of the following payment options:

- a) MAV (Modulo Avviso Pagamento / electronic deposit slip). At first you must generate your MAV (please note that you have the possibility to insert a different amount from the one automatically generated by the system). You can pay your MAV at any bank counter or through the online banking service of your own bank. If you wish to pay at a bank counter, you must print your MAV and show it at the bank counter. If you pay through the online banking service of your bank, you must use the code generated by the system, without need to print the MAV. The MAV is a univocal code and can be used only for the credit amount generated at the moment. The MAV will be valid until the payment is done. A bank commission of 0,59 Euro is applied for any MAV transaction. The payment will be automatically recorded within five days of the date of payment (after the bank has sent the data to Politecnico); therefore you do not need to go to the Office of the University Registrar in order to register your payment.)
Please note that if you pay your MAV after 5.00 p.m., the bank might not record the payment within the same day (you must verify with your bank their recording schedule). This could be a problem if the payment happens on the day of the deadline (extra costs might be applied for late payment).
- b) Credit card (Visa or MasterCard) or debit card; a bank commission of 1% will be applied. At the end of the procedure you will get a payment receipt with all the details.
- c) PagoPa (online electronic payment to the Public Administration). You can choose one of the following payment methods:
 - Avviso di pagamento/ Payment notice: you can generate a payment notice that you can pay at any facility that has a payment agreement with the Public Administration. When you use this method, your payment will be recorded within 24 hours.
 - Credit card: when you use this method, your payment is recorded immediately.

By clicking on *Details*, you can check commissions and payment circuits in order to choose the best service for you.

2. Payment at the counters of the Office of the University Registrar/ Offices of Student Services, by:

- a) Bank debit card (Bancomat);
- b) Credit card (Visa or MasterCard); a bank commission of 1% will be applied.

Art. 19. Failure to pay or late payment of tuition fees – career block

1. If you do not pay your tuition fees within the deadline, or if you pay less than the amount due, your academic career will be blocked and you will not be able to perform any further career act (exams, withdrawal from studies, etc.). Your

career will be unblocked only when you pay the amount due. Any registration to take an exam will be cancelled and you will be able to register again for an exam date only after your payment has been recorded.

2. Unblocking your career costs 10 Euro, if you pay within the first 15 days after the deadline. If your payment takes place after the first 15 days, you will be charged an additional cost of 10% of your debt.
3. The fee charged for unblocking your career must be paid by 31st May 2018 (or before the deadline for the final examination application, if this is previous).
4. If your career has been blocked, you will be informed by an e-mail message sent to your institutional mailbox (s<matricola>@studenti.polito.it).

Art. 20. Failure to pay or late payment of other debts – career block

1. All debts in your virtual current account (for example: smart card duplication, IELTS registration fee...) must be settled by 31st May 2018 (or before the deadline for the final examination application, if this is previous); otherwise your academic career will be blocked and you will not be able to perform any further career act (exams, withdrawal from studies, etc.). Your career will be unblocked only when you pay the amount due. Any registration to take an exam will be cancelled and you will be able to register again for an exam date only after your payment has been recorded.
2. If your career has been blocked, you will be informed by an e-mail message sent to your institutional mailbox (s<matricola>@studenti.polito.it).

Art. 21. Students' virtual current account

1. When you enrol at Politecnico, you establish a system of economic relations with the University which is similar to a current account. In fact it is called virtual current account. This means that whenever you perform a career act for which a payment is required (for example when you pay the second instalment of your tuition fees, when you ask for a smart card duplication...), you owe money to Politecnico; on the other hand, you can also become a creditor of Politecnico in other circumstances (e.g., if you obtain fee reimbursement for academic merit).
2. All debits and credits, as well as money transfers, are recorded into a virtual current account that you can check at any time by logging into your personal page of the Teaching Portal – Segreteria on-line).
3. Money transferred into your virtual current account settles any outstanding debt at first, according to the deadlines. For instance, if you transfer into your virtual current account an amount of money corresponding to the second instalment of your tuition fees (and you intend to pay precisely this second instalment), but your current account has a negative balance due to another unpaid fee, your money will be used to settle the older debt. This means that the second instalment of your tuition fees will be considered as partially paid only; when the deadline expires, your career will be blocked and you will be charged the additional costs mentioned under Article 19.

Art. 22. How to request credit refund

1. If your virtual current account has a credit balance, you can claim to be refunded by following the online procedure on your personal page from *Portale della Didattica - Segreteria on-line - Tasse e pagamenti - Pagamento tasse* (Teaching Portal – on-line Registrar's Office – Fees and Payments – Payment of fees). In any case, at the end of every academic year, Politecnico will refund all students who have graduated during the year and who are not continuing their studies at Politecnico, if their virtual account has a credit balance.
2. You can receive your refund only if you have chosen your preferred payment method by entering this information on your personal page from *Portale della Didattica - Segreteria on-line - Tasse e pagamenti* (Teaching Portal – on-line Registrar's Office – Fees and Payments).
3. The options for reimbursement are the following:
 - a) Bank or Banco posta bank wire transfer: you must be the holder or co-holder of a bank account and you must indicate its IBAN code in order to receive the refund.
 - b) Cash: as soon as money is available, an e-mail will be sent to your institutional mailbox, with the instructions for collecting your refund: you must go to a UniCredit bank counter with your identity card and your fiscal code in order to get the money.
4. If you have a credit of 1,000 Euro or greater, the only option for refund is by bank wire transfer, in accordance with Article 12 of Decree-Law No. 201 of 6th December 2016.
5. If you fail to indicate your correct bank details or if you do not withdraw your cash within the deadline, a new reimbursement is not automatic and it will be issued only after you make a new request.

Art. 23. Other charges for individual services rendered upon request

1. There are some administrative operations for the management of your academic career for which you need to pay a charge.

2. The Student Guide describes these operations and their effects on your academic career; here below you can find a summary table of these charges.

CHARGE	AMOUNT DUE Academic Year 2017/2018
Smart card duplication	€ 11,00
Transfer out application (<i>congedo</i>)	€ 50,00 Art. 26
Revenue stamp for Final Examination application	€ 32,00
Revenue stamp for PhD/ Scuola di Specializzazione Final examination application	€ 32,00
Academic degree duplication	€ 100,00
Registration for the State Examination for Professional Practice (<i>esame di stato</i>)	€ 200,00
Career reactivation after interruption of studies - charge for each year of interruption (<i>tassa ricognizione</i>)	€ 100,00 Art. 28
Career reactivation after interruption of studies – charge for unfinished evaluation procedure	€ 150,00 Art. 28
New enrolment after withdrawal from studies (<i>rinuncia</i>) – fixed amount and variable amount for credit recognition	€ 150,00 + 16,00 € per credit Art. 24
New enrolment after forfeiture (<i>decadenza</i>) – fixed amount and variable amount for credit recognition	€ 150,00 + 16,00 € per credit Art. 24
Entry transfer – charge for unfinished procedure	€ 200,00 Art. 25
Career credit recognition - charge for unfinished procedure	€ 100,00 Art. 27
Internal transfer – charge for unfinished procedure	€ 50,00 Art. 29
Evaluation of previous academic records for admissions to a Master's degree programme – charge for unfinished procedure	€ 100,00 Art. 30
Charge for thesis credits exceeding the limit (for full-time students only)	€ 16,00 per credit Art. 7

Art. 24. New enrolment after forfeiture / withdrawal from studies – charge for credit validation

1. The cost for the validation of credits accrued during a previous career is composed of a fixed fee (150 Euro), plus 16 Euro for each validated credit.
2. The above mentioned charge is due only if the previous academic career (for which the recognition has been requested) was NOT at Politecnico di Torino.

Art. 25. Entry transfer for enrolment in a Bachelor's degree programme - charge for unfinished procedure

1. If you are transferring to Politecnico from another university, you will have to pay 200,00 Euro. If the transfer procedure is completed successfully, this amount will be deducted from your tuition fees; otherwise, if you eventually decide not to enrol at Politecnico, it will not be refunded.

Art. 26. Exit transfer (*congedo*)

1. If you apply for a transfer to another university (*congedo*) before the payment deadline for the second instalment of your tuition fees, you will not be required to pay it.
2. The transfer application costs 66,00 Euro, out of which 50,00 Euro for administrative fees and 16,00 Euro for a revenue stamp.

Art. 27. Career credit recognition - charge for unfinished procedure

1. If you have a university degree and you apply for career credit recognition, you will have to pay 100,00 Euro at the beginning of the procedure for academic credit recognition. If the career credit recognition procedure is completed, this amount will be deducted from your tuition fees; otherwise, if you eventually decide not to enrol at Politecnico, it will not be refunded.

Art. 28. Interruption and resumption of studies

1. If you intend to resume your studies after one or more years of interruption, you will have to settle any possible outstanding debt related to your last year of enrolment, plus a fixed fee (100,00 Euro) for every year in which you have not been enrolled at Politecnico.
2. If you also need the evaluation of your previous academic records, you will have to pay 150,00 Euro. This amount will be deducted from your tuition fees; otherwise, if you eventually decide not to enrol at Politecnico, it will not be refunded.

Art. 29. Internal transfer – charge for unfinished procedure

1. If you apply for an internal transfer but you do not eventually confirm it, you will be charged a fee for the evaluation of previous academic records (50,00 Euro).

Art. 30. Evaluation of previous academic records for admission to a Master's degree programme – charge for unfinished procedure

1. If you are transferring from another university and you intend to enrol in a Master's degree programme at Politecnico di Torino, you will have to pay 100,00 Euro for the evaluation of your previous academic records. If you are admitted to Politecnico and you confirm your enrolment, this amount will be deducted from your tuition fees; otherwise it will not be refunded.

Art. 31. Tuition fee reduction based on academic merit

1. If you attain high levels of academic achievement (measured with the score described here below), you will be classified as a meritorious student. You will be granted a reduction in your comprehensive fee up to a maximum of 300,00 Euro.
2. In order to calculate your merit score, Politecnico takes into account the exams that you have passed from 10th August 2016 to 10th August 2017. Exams taken during a closed academic career, although already recognized by Politecnico (e.g., exams related to career credit recognition) are not taken into consideration for this calculation.

3. The score is calculated as follows: a) multiply the number of credits of every exam that you have passed at Politecnico in the above-mentioned period by its grade (please consider that pass-or-fail exams are assigned the value of the weighted average grade of the other exams); b) sum the results of these products.
4. If you are a first-year student in a.y. 2016/2017 you have to obtain a score of at least 1000 points; if you are a continuing student (enrolled in years after the first) you must get a score of at least 1225.
5. You are entitled to obtain a fee reduction if you have reached the above mentioned score in a.y. 2016/17, provided that you are enrolled at Politecnico for a.y. 2017/18.
6. No reimbursement can be claimed for the last year of study, unless you are moving from a Bachelor's to a Master's degree programme. In this specific case you must calculate your score as follows: sum the score obtained in your Bachelor's degree programme at Politecnico (calculated following the method mentioned above) to other possible credits deriving from Master's degree exams (in case you have anticipated those exams and you have already taken them during your Bachelor's degree programme).
7. No reimbursement can be obtained if you enrol as a part-time student for a.y. 2017/2018.
8. Any exams which you have passed in order to cover your unfulfilled academic requirements do not count towards this score.
9. This procedure (calculation of your merit score and refund on your virtual current account) is automatic. The calculation of the reduction is based on your provisional contribution level. When your actual contribution level becomes available, any possible adjustment will be applied to the second instalment of your tuition fees, after 16th March 2018.
10. You can be granted a tuition fee reduction for no more than three times if you are enrolled in a Bachelor's degree programme (the third reduction will be possible only if you are enrolled in first year of a Master's degree programme). Tuition fee reduction can be granted only once for students enrolled in second year of a Master's degree programme.

Example of calculation

Bachelor's degree programme = B	
Merit obtained in 1 st year	Fee reduction in 2 nd year B
Merit obtained in 2 nd year	Fee reduction in 3 rd year B
Merit obtained in 3 rd year	Fee reduction in 1 st year M
Master's degree programme = M	
Merit obtained in 1 st year	Fee reduction in 2 nd year M

Art. 32. Tuition fee reduction for students enrolled in the Bachelor's degree programme in "Mathematics for Engineering"

1. In accordance with the provisions of Ministerial Decree No. 2 of 12th January 2005 on the Fund for the Support of Young People, Politecnico di Torino supports deserving students enrolled in the Bachelor's degree programme in "Mathematics for Engineering" and offers them a partial reimbursement of tuition fees. If you have enrolled in "Mathematics for Engineering" for the first time in a.y. 2014/2015, you will receive a partial reduction in your tuition fees based on academic merit amounting to 400,00 Euro, provided that you achieve a minimum score of 1225 points by the end of a.y. 2016/2017. The score is calculated as follows:
 - a) multiply the number of credits of every exam passed at Politecnico by its grade (pass-or-fail exams are assigned the conventional value of 25);
 - b) sum these products and divide the result by the number of years during which you have been enrolled at Politecnico, starting from first enrolment.
2. This reduction is calculated and distributed in accordance with the previous article.
3. This reduction is assigned for maximum three times during the academic career (the third reduction will be granted only if you enrol in first year of a Master's degree programme) and the reimbursement will be automatically transferred into your virtual current account.

SECTION 2

Art. 33. Tuition fees for students who meet the requirements of the 2017 Budget Law (Law no. 232 of 11th December 2016)

If you meet **all** the requirements listed in the next articles (income, number of credits accrued, number of years of enrolment), you can be exempted from paying the comprehensive fee, or, you will pay the comprehensive fee amount established by the Budget Law; in any case, you will necessarily have to pay the fees collected by Politecnico outside its competence (regional tax, revenue stamp, insurance – these are called *extra-Poli* fees in the tables below)

This payment scheme applies both to part-time and to full-time students (in case of part-time students, Politecnico will calculate the tuition fees on the basis of the following tables and on the basis of article 5 and charge the student the most favorable amount).

For the purpose of assessing the fulfilment of the requirements, one year of part-time enrolment is worth half year (0,5/year).

Art. 34. Students enrolled in Bachelor's degree programmes and in Master's degree programmes

Students who enrol in first year in a Bachelor's or in a Master's degree programme for a.y. 2017/2018 - **first enrolment**:

TABLE A

ISEE = I	CFU REQUIRED	COMPREHENSIVE FEE	EXTRA POLI	TOTAL AMOUNT TO BE PAID
I <= 13.500	none	Not due	due	See Table 1
13.500 < I <= 30.500	none	due	due	See Table 1

Continuing students who enrol in years following first year for a.y. 2017/2018 – **second enrolment** in a Bachelor's or in a Master's degree programme :

TABLE B

ISEE = I	CFU REQUIRED	COMPREHENSIVE FEE	EXTRA POLI	TOTAL AMOUNT TO BE PAID
I <= 13.500	10 CFU before 10 th August 2017	Not due	due	See Table 1
13.500 < I <= 30.500	10 CFU before 10 th August 2017	Due	due	See Table 1

Continuing students who enrol in years following first year for a.y. 2017/2018 - enrolment over the second time but within the regular duration of studies plus one year (third and fourth enrolment in a Bachelor's degree programme, third enrolment in a Master's degree programme):

TABLE C

ISEE = I	CFU REQUIRED	COMPREHENSIVE FEE	EXTRA POLI	TOTAL AMOUNT TO BE PAID
$I \leq 13.500$	25 CFU earned in the period from 10 th August 2016 to 10 th August 2017	Not due	due	See Table 1
$13.500 < I \leq 30.500$	25 CFU earned in the period from 10 th August 2016 to 10 th August 2017	due	due	See Table 1

Continuing students who enrol in years following first year for a.y. 2017/2018 - Students enrolled **over the regular duration of studies plus one year** (fifth enrolment and over in a Bachelor's degree programme, fourth enrolment and over in a Master's degree programme)

QUADRO D

ISEE = I	CFU REQUIRED	COMPREHENSIVE FEE	EXTRA POLI	TOTAL AMOUNT TO BE PAID
$I \leq 30.500$	25 CFU earned in the period from 10 th August 2016 to 10 th August	due	due	See Table 1

TAB 1

Tuition fees to be paid by students included in A,B,C, D categories. The amounts include: comprehensive fee (when due), Regional tax for the Right to University Education, enrolment revenue stamp and premium for accident insurance

Students		First-enrolled in a Bachelor's degree programme and in a Master's degree programme			Enrolled within the regular duration of studies plus one year			Enrolled beyond the regular duration of studies plus one year		
Contribution level	ISEE / ISEE Parificato up to	First instalment	Second instalment	Total	First instalment	Second instalment	Total	First instalment	Second instalment	Total
1	€ 12.500,00	€ 200,00	-€ 40,47*	€ 159,53	€ 159,53	€ 0,00	€ 159,53	€ 179,00	€ 177,00	€ 356,00
2	€ 13.500,00	€ 200,00	-€ 40,47*	€ 159,53	€ 159,53	€ 0,00	€ 159,53	€ 179,00	€ 177,00	€ 356,00
3	€ 14.500,00	€ 200,00	-€ 9,00*	€ 191,00	€ 191,00	€ 0,00	€ 191,00	€ 179,00	€ 177,00	€ 356,00
4	€ 15.500,00	€ 200,00	€ 61,00	€ 261,00	€ 200,00	€ 61,00	€ 261,00	€ 179,00	€ 177,00	€ 356,00
5	€ 16.500,00	€ 200,00	€ 131,00	€ 331,00	€ 200,00	€ 131,00	€ 331,00	€ 179,00	€ 177,00	€ 356,00
6	€ 17.500,00	€ 200,00	€ 201,00	€ 401,00	€ 200,00	€ 201,00	€ 401,00	€ 201,00	€ 200,00	€ 401,00
7	€ 18.500,00	€ 200,00	€ 271,00	€ 471,00	€ 237,00	€ 234,00	€ 471,00	€ 231,00	€ 240,00	€ 471,00
8	€ 19.500,00	€ 200,00	€ 341,00	€ 541,00	€ 272,00	€ 269,00	€ 541,00	€ 250,00	€ 291,00	€ 541,00
9	€ 20.500,00	€ 200,00	€ 411,00	€ 611,00	€ 307,00	€ 304,00	€ 611,00	€ 300,00	€ 311,00	€ 611,00
10	€ 21.500,00	€ 200,00	€ 458,21	€ 658,21	€ 331,00	€ 327,21	€ 658,21	€ 308,00	€ 350,21	€ 658,21
11	€ 22.500,00	€ 200,00	€ 488,08	€ 688,08	€ 345,00	€ 343,08	€ 688,08	€ 320,00	€ 368,08	€ 688,08
12	€ 23.500,00	€ 200,00	€ 517,95	€ 717,95	€ 360,00	€ 357,95	€ 717,95	€ 340,00	€ 377,95	€ 717,95
13	€ 24.500,00	€ 200,00	€ 547,82	€ 747,82	€ 375,00	€ 372,82	€ 747,82	€ 350,00	€ 397,82	€ 747,82
14	€ 25.500,00	€ 200,00	€ 577,69	€ 777,69	€ 390,00	€ 387,69	€ 777,69	€ 377,00	€ 400,69	€ 777,69
15	€ 26.500,00	€ 200,00	€ 606,53	€ 806,53	€ 405,00	€ 401,53	€ 806,53	€ 400,00	€ 406,53	€ 806,53
16	€ 27.500,00	€ 200,00	€ 636,40	€ 836,40	€ 419,00	€ 417,40	€ 836,40	€ 416,00	€ 420,40	€ 836,40
17	€ 28.500,00	€ 200,00	€ 667,30	€ 867,30	€ 435,00	€ 432,30	€ 867,30	€ 430,00	€ 437,30	€ 867,30
18	€ 29.500,00	€ 200,00	€ 697,17	€ 897,17	€ 450,00	€ 447,17	€ 897,17	€ 450,00	€ 447,17	€ 897,17
19	€ 30.500,00	€ 200,00	€ 727,04	€ 927,04	€ 465,00	€ 462,04	€ 927,04	€ 470,00	€ 457,04	€ 927,04

*This amount (positive balance) will be transferred to the student's virtual current account.

Art. 35. Phd candidates and students of the Graduate School (Scuola di Specializzazione)

If you are attending a PhD programme or a Graduate School programme, you only have to pay the cost of the revenue stamp, the Regional tax for the Right to University Education and the insurance, even if you not have any scholarship.

SECTION 3

Art. 36. Tuition fee reduction

1. **You can benefit from a reduction in your tuition fees only if you apply for it. The application must be submitted every academic year.**
2. Politecnico will automatically receive your application for tuition fee reduction as soon as you apply using the electronic procedure available from Segreteria Online – Riduzione Tasse/ on-line Registrar's Office – Fee Reduction. In order to fill out your application, you need to have an ISEE declaration issued by INPS for "prestazioni per il diritto allo studio universitario" (services for the right to university education).
3. If you are a non-EU citizen or a EU citizen with a family unit that does not generate income in Italy (or not totally in Italy), you must have the "Indicatore Sostitutivo dell'ISEE" (Substitute value for the ISEE indicator), called ISEE Parificato.
4. You can be granted a reduction in your tuition fees if your family unit's Equivalent Economic Situation Indicator (ISEE) does not exceed the limit of 85,500.00 Euro and if your family unit's Equivalent Property Situation Indicator (ISPE) does not exceed the limit of 200,000.00 Euro.
5. According to the situation, these indicators are abbreviated with the following acronyms:

ISEE Universitario ISEEU ISEEUP		≤ 85,500.00 €
ISPE ISPEU ISPEUP	<i>This value is calculated by dividing the ISP (Property Situation Indicator) by the Equivalence Scale</i>	≤ 200,000.00 €

6. In order to apply for tuition fee reduction, you can use your ISEE Universitario based on the Dichiarazione Sostitutiva Unica (DSU) which must be valid at the date of your application.
7. In order to apply for tuition fee reduction, you can use your ISEE Parificato issued during the academic year for which you intend to request the reduction (see Articles 40-45-49).

Art. 37. Students who are not eligible for tuition fee reduction

1. You are not entitled to apply for tuition fee reduction if you are:
 - a) enrolled as a part-time student (except for those students who meet the requirements listed in Section 2)
 - b) enrolled in single courses;
 - c) a student who already has a university degree and enrolls in a degree programme of the same level (e.g., if you have a Bachelor's degree and you want to enrol in a Bachelor's degree programme);
 - d) a foreign student enrolled at Politecnico within the framework of an agreement between Politecnico and your university of origin;
 - e) enrolled in a Specializing Master's programme (*Master Universitario*).

Art. 38. ISEE Universitario

1. You can obtain your ISEE declaration from any authorized office (for instance, a CAF – *Centro di Assistenza Fiscale*/Centre for Fiscal Assistance) where you must ask for the ISEE Universitario (ISEE per prestazioni agevolate per il diritto allo studio universitario/ ISEE for special support services for the right to university education). You will be asked to fill out the DSU form and you will receive a copy of it. The authorized office will later send your DSU to INPS (*Istituto Nazionale di Previdenza Sociale*/ National Institute for Social Security) for the elaboration of your ISEE. After you fill out the DSU form, you must apply for tuition fee reduction from your personal page of the Teaching Portal.
2. The ISEE declaration will be issued by INPS within 15 working days.

Art. 39. ISEE Parificato (for foreign students)

1. If you are a non-EU citizen or a EU citizen **with a family unit that does not generate income in Italy (or not totally in Italy)**, you must obtain the "Indicatore Sostitutivo dell'ISEE" (Substitute value for the ISEE indicator), called "ISEE Parificato", from a CAF.

2. EDISU Piemonte will identify those CAFs in Piemonte which are authorized to issue the ISEE Parificato. The list will be published at: https://didattica.polito.it/tasse_riduzioni/.

Art. 40. Independent student (for ISEE purposes)

1. You are considered as an independent student if you simultaneously meet the following two requirements:
 - a) you have been living in a different house from that of your family of origin for at least two years at the moment of submitting your application; and the house you have been living in does not belong to your family;
 - b) you have been generating and declaring to the tax office an income not below 6,500.00 Euro deriving from an employment contract or likewise, for at least two years.
2. If you live in a different house from that of your family of origin, but you do not meet either one or both the above mentioned requirements, you cannot be considered as an independent student; therefore you must refer to the financial and patrimonial condition of your family of origin.

Art. 41. First time enrolment

1. If you enrol for the first time as a full-time student in any Bachelor's or Master's degree programme offered by Politecnico di Torino, you will pay the first instalment of your tuition fees upon matriculation in accordance with the tables included in Section 4 of this Guide. You will be assigned the highest contribution level (level 75) until you submit your online application for tuition fee reduction.
2. Terms and procedures for fee reduction application are illustrated in the next articles.

Art. 42. Students who enrol in a Master's degree programme in the second semester of a.y. 2017/2018

1. If you are transferring from another university or if you graduated from the Politecnico before a.y. 2016/2017 and you enrol for the first time as a full-time student in a Master's degree programme offered by Politecnico di Torino, you will pay the first instalment of your tuition fees upon matriculation in accordance with the tables included in Section 4 of this Guide. You will be assigned the highest contribution level (level 75) until submit your online application for tuition fee reduction.
2. Terms and procedures for fee reduction application are illustrated in the next articles.

Art. 43. Students who submitted their ISEE Universitario in a.y. 2016/2017

1. If you had submitted your ISEE Universitario for a.y. 2016/2017, upon enrolment as a full-time student for a.y. 2017/2018, you will be provisionally assigned the same contribution level of a.y. 2016/2017 (please verify the amount due in charts [TAB2/TAB3](#)).
2. In order to get your actual contribution level for a.y. 2017/2018, you must apply for tuition fee reduction within the deadlines indicated under article 45; if you fail to do so, you will be automatically assigned the highest contribution level (level 75).
3. If you received an E.Di.S.U scholarship in a.y. 2016/2017 and if you meet the requirements (number of years of enrolment) to apply again for an E.Di.S.U scholarship in a.y. 2017/2018, you will provisionally be considered eligible for the new scholarship and pay your tuition fees accordingly, until the ranking lists of scholarship recipients for a.y. 2017/18 are eventually published.
4. If your actual contribution level for a.y. 2017/2018 differs from the provisional level that was initially assigned to you, the balance payment will be applied to the second instalment of your tuition fees.

Art. 44. Students who submitted their ISEE Parificato in a.y. 2016/2017

1. If you had submitted your ISEE Parificato for a.y. 2016/2017, upon enrolment as a full-time student for a.y. 2017/2018, you will provisionally be assigned the same contribution level of a.y. 2016/2017 (please verify the amount due in charts [TAB2/TAB3](#)).
2. In order to get your actual contribution level for a.y. 2017/2018, you can choose between two options:
 - a) use the same financial data of the previous year, if you are still enrolled in a degree programme of the same level;
 - b) submit a new ISEE Parificato.
3. In any case, if you fail to apply online for tuition fee reduction following either one of the above mentioned methods, you will be automatically assigned the highest contribution level (level 75).

Art. 45. Deadlines for submitting the application for tuition fee reduction

1. You can apply for tuition fee reduction for a.y 2017/18 just once; the application has to be submitted during one of the two time frames illustrated below:

	Time frame for application	Documents to be submitted	
1st period	from 03/10/2017 to 29/12/2017	DSU issued from 16/01/2017 to 29/12/2017	ISEE Parificato* issued from 09/01/2017 to 16/03/2018
2nd period	from 16/01/2018 at 16/03/2018	DSU issued from 16/01/2018	
Only students who are transferring from another university; or, students who were awarded the Bachelor's degree by Politecnico before a.y. 2016/17 and who enrol in a Master's degree programme in second semester	from 16/01/2018 to 14/04/2018	DSU issued from 16/01/2018	ISEE Parificato* issued from 09/01/2017 to 14/04/2018

2. Once the above mentioned deadlines have expired, you will no longer be able to apply for tuition fee reduction and you will be assigned the highest contribution level (level 75). If you had paid the first instalment of your tuition fees using your provisional contribution level, Politecnico will charge you the difference when you pay the second instalment (both instalments will be recalculated taking into account level 75).
3. The decision to assign a student to the highest contribution level is irrevocable.
4. The decision to assign a student to level 75 is taken in the month of April; if this is your case, an e-mail message sent to your institutional mailbox ([s<matricola>@studenti.polito.it](mailto:<matricola>@studenti.polito.it)) will inform you about this decision.
**except for those students falling under the situation described in Art.44-2. a)*

Art. 46. How to submit the application for tuition fee reduction

1. The application for tuition fee reduction can be submitted online only.
2. The application for tuition fee reduction is valid for the entire academic year; nevertheless, under certain circumstances, you can ask to modify your ISEE Universitario/ISEE Parificato (for instance after the calculation of your ISEE Corrente/Current ISEE, or after changes in the composition of your family unit for death of a family member).
3. Once the application deadline has expired, you will no longer be able to modify your ISEE Universitario/ISEE Parificato.
4. If you do not submit any application for tuition fee reduction, you will be automatically assigned the highest contribution level (level 75).

Art. 47. How to apply for tuition fee reduction with ISEE Universitario

1. In order to submit your online application, you must have already submitted your DSU for the calculation of the ISEE value. The ISEE declaration issued by INPS is available within 15 working days from the submission of the DSU. As a general rule, you should submit your application for tuition fee reduction only after having obtained the ISEE declaration; nevertheless, if extremely urgent, you can follow this procedure after you have submitted your DSU, even if your ISEE is not ready yet.
2. You need to log into your personal page from *Portale della Didattica - Segreteria on-line - Tasse e pagamenti - Richiesta di riduzione tasse* (Teaching Portal – on-line Registrar's Office – Fees and Payments – *Application for fee reduction*), and follow the procedure.
 - a) If your ISEE Universitario has already been calculated by INPS
You must carefully check the data showing on your personal page (these data are taken by Politecnico from the INPS database and are related to the most recent ISEE declaration available in the INPS database). If all your data are correct, confirm them by completing the procedure for the assignment to a contribution level. At the end of the online application, a message will be sent to your institutional mailbox ([s<matricola>@studenti.polito.it](mailto:<matricola>@studenti.polito.it)) confirming the correct application submission and the contribution level you have been assigned to. Please keep a copy of this e-mail.
 - b) If you have a DSU but your ISEE Universitario has not been calculated yet

You must insert the data of your DSU. Once your ISEE Universitario has been calculated by INPS, you will automatically be assigned your contribution level and you will receive a confirmation message into your institutional mailbox (s<matricola>@studenti.polito.it). Please keep a copy of this e-mail.

3. Politecnico reserves itself the right to check the truthfulness of your ISEE Universitario. If any discrepancy is detected, you will be informed exclusively by an e-mail message sent to your institutional mailbox.
4. If for any reason you cannot complete this procedure, you must report the problem opening a ticket from your personal page (select the main topic: TASSE/TUITION FEES; select the sub-topic: Attestazione ISEE Universitario - redditi in Italia /ISEE Univsersitario Declaration - for income generated in Italy)

Art. 48. How to apply for tuition fee reduction with ISEE Parificato

1. In case you have the ISEE Parificato, you have two different options:
 - a) If you had already submitted your ISEE Parificato for a.y. 2016/2017, you have the possibility (not the obligation) to use the financial data of 2016/2017. You must log into your personal page from *Portale della Didattica, sezione Segreteria on-line - Tasse e pagamenti - Richiesta di riduzione tasse* (Teaching Portal – on-line Registrar’s Office – Fees and Payments – Application for fee reduction), and follow the guided procedure.
 - b) If you decide to submit a new ISEE Parificato, you must log into your personal page on *Portale della Didattica - Segreteria on-line - Tasse e pagamenti - Richiesta di riduzione tasse* (Teaching Portal – on-line Registrar’s Office – Fees and Payments – Application for fee reduction), and fill in the following fields:
 - *valore ISEEU/ ISEEUP* (ISEEU/ ISEEUP value)
 - *valore ISPU/ISPUP* (ISPU/ISPUP value);
 - *scala di equivalenza* (equivalence scale): insert the number to the second decimal place;
 - date of issue;
 - please attach the ISEE Parificato declaration in PDF format (all the pages containing the above mentioned data shall be included in a single file). If the PDF file is not attached, the application cannot be submitted.

NOTE: the ISPEU/ISPEUP value will be automatically calculated.

2. At the end of the online application – in both cases a) and b) - you will receive a confirmation e-mail with the contribution level you have been assigned to. Please keep a copy of this e-mail
3. Politecnico reserves itself the right to check the truthfulness of your ISEE Parificato. If any discrepancy is detected, you will be informed exclusively by an e-mail message sent to your institutional mailbox.
4. If for any reason you cannot complete this procedure, you must report the problem opening a ticket from your personal page (select the main topic: TASSE/TUITION FEES; select the sub-topic: Attestazione ISEE Parificato (Redditi all'estero)/ ISEE Parificato Declaration (for income generated abroad)".

Art. 49. Students who apply for Edisu benefits

1. If you have already applied for an Edisu scholarship, you do not have to submit the online application for tuition fee reduction. In fact Edisu will automatically send your data to Politecnico (please note that Edisu benefits are regulated by Edisu provisions).
2. If you have applied for an Edisu scholarship, you will be assigned the contribution level corresponding to the value of the ISEE Universitario/ISEE Parificato which you had submitted to Edisu.
3. Edisu will provide such information to Politecnico.
4. If you are awarded an Edisu scholarship or if you are eligible for it (*vincitore/idoneo*), you will be exempted from paying your tuition fees. You will only have to pay the costs mentioned under article 17.
5. If you have applied for a scholarship, you have to pay your tuition fees according to the table below. The amounts are different if you are enrolled in first year of a Bachelor’s/Master’s degree programme/ PhD programme or if you are enrolled in years that follow the first.
6. You can request a credit refund only after having met the requirements established by the Edisu Call for applications.
7. The cost of the revenue stamp and the insurance fee (19,53 Euro) will not be refunded.

Student enrolled in	Amount due	Request for credit refund
first year of a Bachelor's/Master's degree programme/PhD programme	first instalment only, upon matriculation	Yes, when you meet the requirements listed in the Edisu Call for applications
years which follow the first of a Bachelor's/Master's degree programme /PhD programme	€ 19,53	-

Art. 50. Students enrolled in a Bachelor's degree programme for the 6th time or more during a.y. 2017/2018 who enrol in a Master's degree programme in the second semester

1. If you are enrolled as a full-time student for the 6th time or more in a Bachelor's degree programme during the 2017/2018 academic year and if you do a double enrolment (Bachelor's degree first and Master's degree programme later on, during the same year), you will have to pay the full amount illustrated in TAB 3 before the final examination application. Later on, upon enrolment in the Master's degree programme, the balance due for the second instalment (TAB 2) will be calculated on the basis of your contribution level.

Art. 51. Students enrolled in a Bachelor's degree programme over the 7th time / students enrolled in a Master's degree programme over the 5th time / students enrolled in a Bachelor's degree programme or Diploma Universitario belonging to the system pre- dating DM 509/99

1. If you enrol for a.y. 2017/18 as a full-time student in a Bachelor's degree programme for the 7th time or more, or, if you enrol in a Master's degree programme for the 5th time or more, or if you enrol in a Bachelor's degree programme or Diploma Universitario belonging to the system pre-dating DM 509/99, you will be assigned the highest contribution level (level 75) and you will have to pay 3,817.01 Euro.
2. If you apply for tuition fee reduction and your ISEE value is below 85,500.00 Euro, you could be assigned a lower contribution level; if your ISEE value is included between 85,501.00 Euro and 150,000.00 Euro, you will still be assigned level 75, but you will have to pay 3.211,70 Euro (please refer to the charts included in Section 3).

Art. 52. Automatic assignment to the maximum contribution level after inspections

1. If inspections carried out by Politecnico reveal that you have inserted in your application any inconsistent or unreal data or if you have failed to attach the full document of your ISEE Parificato (when requested), you will be informed exclusively by an e-mail message sent to your institutional mailbox.
2. In such case you will have to turn in the requested documents within the deadlines indicated in the e-mail.
3. If you fail to submit these documents within the deadlines, you will be automatically assigned the highest contribution level (level 75).
4. The decision to assign a student to the highest contribution level is irrevocable.

Art. 53. Self-certification verifications

1. The ISEE Universitario/Parificato declaration used for the application for tuition fee reduction is a regular self-certification and requires you to be fully accountable for the truthfulness of your declarations (Presidential Decree No. 445 of 28th December 2000). Within the meaning of article 76 of this decree, those who make false declarations or produce or use untrue data, will be punished in accordance with the penal code and with other special provisions on the subject.
2. The self-certification could be subject to an annual sample inspection conducted by Politecnico.
3. For this purpose, Politecnico is entitled to ask you to provide any necessary information and to conduct relevant investigations within the competent administration offices. At the end of these investigations, should it result that either your declaration or documents are false, you will be revoked all benefits and you will have to refund the money; moreover, the situation could be reported to the court.
4. Once the verification process has begun, it cannot be interrupted (even if, for example, you spontaneously renounce your undue benefits).
5. If you are selected for an inspection, an e-mail message will be sent to your institutional mailbox. The result of the verification and any decision taken in case of irregularities will be communicated by e-mail as well.
6. These decisions are not open to appeal within Politecnico.

Art. 54. Disciplinary sanctions

1. If you make false, incomplete or inconsistent declarations, you will be subject to penalties in accordance with paragraph 3 of article 10 of Legislative decree No. 68 (29th march 2012). You will also be subject to disciplinary sanctions imposed by the university up to temporary exclusion from Politecnico.

Art. 55. Data protection

1. During the procedures for the assignment to a certain contribution level, your data will be processed in accordance with the provisions included in: the Code regarding the protection of personal data (Legislative Decree No. 196 of 30th

June 2003), the Law on transparency and right to access documents(Law No. 241/1990 and subsequent amendments), the Law on the prevention and repression of corruption and illegality within the public administration (Law No. 190 of 6th November 2012) and the provisions for the Reorganization of the legislation on the obligations of the public administration in the field of publicity, transparency and dissemination (Legislative Decree No. 33 of 14th March 2013).

2. Owner of the database is Politecnico di Torino, represented by the Rector, with legal seat in in Corso Duca degli Abruzzi, 24 - 10129 Torino. The person in charge for the student data is the Manager of the Division of Student Affairs.

Art. 56. Information and participation in administrative proceedings

1. Communication between Politecnico and students takes place primarily through the institutional mailbox assigned upon enrolment: s<matricola>@studenti.polito.it. Specific messages may also be sent by SMS.

Art. 57. Final provisions

1. In accordance with the Student Regulations, on instances concerning the academic career of students, appeals may be raised to the Rector, who in response may avail himself of a purposely appointed Commission.
2. In case procedure or terms of this Guide had to be modified, exclusively for technical and operational reasons, or if the tuition fee amounts had to be changed due to external higher events (such as, a change in the amount of stamp duties imposed by law after this Guide has been issued), the person in charge is the Manager of the Division of Student Affairs.

SECTION 4

Art. 58. Part-time students

The following table applies to all part-time students, except for those students who meet the requirements listed in Section 2.

Type of enrolment /degree programme	Total amount due	Can you get a tuition fee reduction?	Payment deadline
Students enrolled in first year in a Bachelor's degree programme before 29/08/2017*	€ 580,11 +€ 16,00 for each credit	No	Payment is due within the deadline for enrolment
Students enrolled in first year in a Bachelor's degree programme after 01/09/2016*	€ 650,11 +€ 16,00 for each credit	No	Payment is due within the deadline for enrolment
Students enrolled in first year in a Master's degree programme	€ 650,11 +€ 16,00 for each credit	No	Payment is due within the deadline for enrolment
Students enrolled for years following first year in: a Bachelor's degree programme, a Master's degree programme (<i>Laurea Magistrale/Specialistica</i>), other degree programmes belonging to the system pre-dating Ministerial Decree. No. 509/99	€ 650,11 +€ 16,00 for each credit	No	Upon enrolment
Distance learning Bachelor's degree programmes (Ministerial Decree. No. 509/99)	€ 650,11 +€ 16,00 for each credit	No	Upon enrolment
students at the end of their academic career (refer to Art. 7– Section I)	€ 359,51	No	Upon enrolment

* <http://orienta.polito.it/it/iscrizione> - FIRST-TIME ENROLMENT

Art. 59. Students who enrol in single courses

Fixed fee	Cost for each credit	Can you get a tuition fee reduction?	Payment deadline
€ 350,11	€ 16,00	No	Upon Enrolment

Art. 60. Students who do not apply for tuition fee reduction

Type of enrolment	First instalment	Deadline for 1 st instalment	Second instalment	Deadline for 2 nd instalment	Total amount due
Students enrolled in first year - Bachelor's degree programme	€ 130,00	upon enrolment - before 29/08/2017*	€ 2.396,67	30/03/2018	€ 2.526,67
Students enrolled in first year - Bachelor's degree programme	€ 200,00	upon enrolment – starting from 30/08/2017*	€ 2.396,67	30/03/2018	€ 2.596,67
Students enrolled in first year - Master's degree programme	€ 200,00	upon enrolment	€ 2.396,67	30/03/2018	€ 2.596,67
Students enrolled for years following the first - Bachelor's degree programme/Master's degree programme	€ 1.300,00	Upon enrolment – before 09/10/2017)	€ 1.296,67	30/03/2018	€ 2.596,67
Students enrolled in first year - PhD programme and Scuola di Specializzazione	€ 159,53	Upon enrolment	€ 0	-	€ 159,53
Students enrolled for years following the first - PhD programme and Scuola di Specializzazione	€ 159,53	Upon enrolment	€ 0	-	€ 159,53
Students enrolled in a Bachelor's degree programme for the 6 th time or in a Master's degree programme for the 4 th time	€ 1.483,00	Upon enrolment – before 09/10/2017	€ 1.479,77	30/03/2018	€ 2.962,77
Students enrolled in a Bachelor's degree programme for the 7 th time or in a Master's degree programme for the 5 th time	€ 1.605,00	Upon enrolment - before 09/10/2017	€ 1.601,84	30/03/2018	€ 3.206,84
Students enrolled in a Bachelor's degree programme or <i>Laurea Specialistica</i> over the 7 th time; or students enrolled in a Master's degree programme over the 5 th time; or student enrolled in any degree programme belonging to the system pre-dating Ministerial Decree. No. 509/99 or in a Diploma Universitario	€ 1.910,00	Upon enrolment - before 09/10/2017)	€ 1.907,01	30/03/2018	€ 3.817,01
Students coming from another university ; or students who achieved their Bachelor's degree at Politecnico before a.y. 2016/17 who enrol in a Master's degree programme during the second semester of a.y. 2017/2018	€ 200,00	Upon enrolment	€ 2.396,67	27/04/2018	€ 2.596,67

* <http://orienta.polito.it/it/iscrizione> – FIRST TIME ENROLMENT

Art. 61. Students who apply for tuition fee reduction

Type of enrolment	1 st instalment deadline	2 nd instalment deadline
first year enrolment	enrolment	30/03/2018
enrolment for years following first year	Upon enrolment - before 09/10/2017	30/03/2018
Students coming from another university; or students who attained their Bachelor's degree at Politecnico before a.y. 2016/17 who enrol in a Master's degree programme during the second semester of a.y. 2017/2018	enrolment	27/04/2018

TAB2

Student		enrolled in first year in a Bachelor's degree programme, or Master's degree programme			enrolled for years following first year in a Bachelor's degree programme (up to 5 times), or Master's degree programme (up to 3 times), Except for students referred to in Section 2		
Contribution level	ISEE / ISEE Parificato up to	First instalment	Second instalment	Total	First instalment	Second instalment	Total
1	€ 12.500,00	€ 200,00	-€ 40,47	€ 159,53	€ 230,00	€ 160,41	€ 390,41
2	€ 13.500,00	€ 200,00	-€ 40,47	€ 159,53	€ 230,00	€ 189,25	€ 419,25
3	€ 14.500,00	€ 200,00	-€ 9,00	€ 191,00	€ 230,00	€ 219,12	€ 449,12
4	€ 15.500,00	€ 200,00	€ 61,00	€ 261,00	€ 241,00	€ 237,99	€ 478,99
5	€ 16.500,00	€ 200,00	€ 131,00	€ 331,00	€ 256,00	€ 252,86	€ 508,86
6	€ 17.500,00	€ 200,00	€ 201,00	€ 401,00	€ 271,00	€ 267,73	€ 538,73
7	€ 18.500,00	€ 200,00	€ 271,00	€ 471,00	€ 286,00	€ 282,60	€ 568,60
8	€ 19.500,00	€ 200,00	€ 341,00	€ 541,00	€ 302,00	€ 297,50	€ 599,50
9	€ 20.500,00	€ 200,00	€ 411,00	€ 611,00	€ 316,00	€ 311,31	€ 627,31
10	€ 21.500,00	€ 200,00	€ 458,21	€ 658,21	€ 331,00	€ 327,21	€ 658,21
11	€ 22.500,00	€ 200,00	€ 488,08	€ 688,08	€ 346,00	€ 342,08	€ 688,08
12	€ 23.500,00	€ 200,00	€ 517,95	€ 717,95	€ 361,00	€ 356,95	€ 717,95
13	€ 24.500,00	€ 200,00	€ 547,82	€ 747,82	€ 376,00	€ 371,82	€ 747,82
14	€ 25.500,00	€ 200,00	€ 577,69	€ 777,69	€ 391,00	€ 386,69	€ 777,69
15	€ 26.500,00	€ 200,00	€ 606,53	€ 806,53	€ 405,00	€ 401,53	€ 806,53
16	€ 27.500,00	€ 200,00	€ 636,40	€ 836,40	€ 420,00	€ 416,40	€ 836,40
17	€ 28.500,00	€ 200,00	€ 667,30	€ 867,30	€ 436,00	€ 431,30	€ 867,30
18	€ 29.500,00	€ 200,00	€ 697,17	€ 897,17	€ 451,00	€ 446,17	€ 897,17
19	€ 30.500,00	€ 200,00	€ 727,04	€ 927,04	€ 465,00	€ 462,04	€ 927,04
20	€ 31.500,00	€ 200,00	€ 755,88	€ 955,88	€ 480,00	€ 475,88	€ 955,88
21	€ 32.500,00	€ 200,00	€ 785,75	€ 985,75	€ 495,00	€ 490,75	€ 985,75

Student		enrolled in first year in a Bachelor's degree programme, or Master's degree programme			enrolled for years following first year in a Bachelor's degree programme (up to 5 times), or Master's degree programme (up to 3 times), Except for students referred to in Section 2		
Contribution level	ISEE / ISEE Parificato up to	First instalment	Second instalment	Total	First instalment	Second instalment	Total
22	€ 33.500,00	€ 200,00	€ 815,62	€ 1.015,62	€ 510,00	€ 505,62	€ 1.015,62
23	€ 36.500,00	€ 200,00	€ 905,23	€ 1.105,23	€ 555,00	€ 550,23	€ 1.105,23
24	€ 37.500,00	€ 200,00	€ 936,13	€ 1.136,13	€ 570,00	€ 566,13	€ 1.136,13
25	€ 38.500,00	€ 200,00	€ 966,00	€ 1.166,00	€ 585,00	€ 581,00	€ 1.166,00
26	€ 39.500,00	€ 200,00	€ 994,84	€ 1.194,84	€ 599,00	€ 595,84	€ 1.194,84
27	€ 40.500,00	€ 200,00	€ 1.024,71	€ 1.224,71	€ 614,00	€ 610,71	€ 1.224,71
28	€ 41.500,00	€ 200,00	€ 1.054,58	€ 1.254,58	€ 629,00	€ 625,58	€ 1.254,58
29	€ 42.500,00	€ 200,00	€ 1.084,45	€ 1.284,45	€ 644,00	€ 640,45	€ 1.284,45
30	€ 43.500,00	€ 200,00	€ 1.114,32	€ 1.314,32	€ 659,00	€ 655,32	€ 1.314,32
31	€ 44.500,00	€ 200,00	€ 1.144,19	€ 1.344,19	€ 674,00	€ 670,19	€ 1.344,19
32	€ 45.500,00	€ 200,00	€ 1.173,03	€ 1.373,03	€ 688,00	€ 685,03	€ 1.373,03
33	€ 46.500,00	€ 200,00	€ 1.202,90	€ 1.402,90	€ 703,00	€ 699,90	€ 1.402,90
34	€ 47.500,00	€ 200,00	€ 1.233,80	€ 1.433,80	€ 719,00	€ 714,80	€ 1.433,80
35	€ 48.500,00	€ 200,00	€ 1.263,67	€ 1.463,67	€ 734,00	€ 729,67	€ 1.463,67
36	€ 49.500,00	€ 200,00	€ 1.293,54	€ 1.493,54	€ 749,00	€ 744,54	€ 1.493,54
37	€ 50.500,00	€ 200,00	€ 1.323,41	€ 1.523,41	€ 764,00	€ 759,41	€ 1.523,41
38	€ 51.500,00	€ 200,00	€ 1.352,25	€ 1.552,25	€ 778,00	€ 774,25	€ 1.552,25
39	€ 52.500,00	€ 200,00	€ 1.382,12	€ 1.582,12	€ 793,00	€ 789,12	€ 1.582,12
40	€ 53.500,00	€ 200,00	€ 1.411,99	€ 1.611,99	€ 808,00	€ 803,99	€ 1.611,99
41	€ 54.500,00	€ 200,00	€ 1.441,86	€ 1.641,86	€ 823,00	€ 818,86	€ 1.641,86
42	€ 55.500,00	€ 200,00	€ 1.471,73	€ 1.671,73	€ 838,00	€ 833,73	€ 1.671,73
43	€ 56.500,00	€ 200,00	€ 1.502,63	€ 1.702,63	€ 853,00	€ 849,63	€ 1.702,63
44	€ 57.500,00	€ 200,00	€ 1.532,50	€ 1.732,50	€ 868,00	€ 864,50	€ 1.732,50
45	€ 58.500,00	€ 200,00	€ 1.561,34	€ 1.761,34	€ 883,00	€ 878,34	€ 1.761,34
46	€ 59.500,00	€ 200,00	€ 1.591,21	€ 1.791,21	€ 898,00	€ 893,21	€ 1.791,21
47	€ 60.500,00	€ 200,00	€ 1.621,08	€ 1.821,08	€ 912,00	€ 909,08	€ 1.821,08
48	€ 61.500,00	€ 200,00	€ 1.650,95	€ 1.850,95	€ 927,00	€ 923,95	€ 1.850,95
49	€ 62.500,00	€ 200,00	€ 1.680,82	€ 1.880,82	€ 942,00	€ 938,82	€ 1.880,82
50	€ 63.500,00	€ 200,00	€ 1.710,69	€ 1.910,69	€ 957,00	€ 953,69	€ 1.910,69
51	€ 64.500,00	€ 200,00	€ 1.739,53	€ 1.939,53	€ 972,00	€ 967,53	€ 1.939,53

Student		enrolled in first year in a Bachelor's degree programme, or Master's degree programme			enrolled for years following first year in a Bachelor's degree programme (up to 5 times), or Master's degree programme (up to 3 times), Except for students referred to in Section 2		
Contribution level	ISEE / ISEE Parificato up to	First instalment	Second instalment	Total	First instalment	Second instalment	Total
52	€ 65.500,00	€ 200,00	€ 1.770,43	€ 1.970,43	€ 987,00	€ 983,43	€ 1.970,43
53	€ 66.500,00	€ 200,00	€ 1.800,30	€ 2.000,30	€ 1.002,00	€ 998,30	€ 2.000,30
54	€ 67.500,00	€ 200,00	€ 1.830,17	€ 2.030,17	€ 1.017,00	€ 1.013,17	€ 2.030,17
55	€ 68.500,00	€ 200,00	€ 1.860,04	€ 2.060,04	€ 1.032,00	€ 1.028,04	€ 2.060,04
56	€ 69.500,00	€ 200,00	€ 1.889,91	€ 2.089,91	€ 1.047,00	€ 1.042,91	€ 2.089,91
57	€ 36.500,00	€ 200,00	€ 905,23	€ 1.105,23	€ 555,00	€ 550,23	€ 1.105,23
58	€ 37.500,00	€ 200,00	€ 936,13	€ 1.136,13	€ 570,00	€ 566,13	€ 1.136,13
59	€ 70.500,00	€ 200,00	€ 1.919,78	€ 2.119,78	€ 1.062,00	€ 1.057,78	€ 2.119,78
60	€ 71.500,00	€ 200,00	€ 1.948,62	€ 2.148,62	€ 1.076,00	€ 1.072,62	€ 2.148,62
61	€ 72.500,00	€ 200,00	€ 1.978,49	€ 2.178,49	€ 1.091,00	€ 1.087,49	€ 2.178,49
62	€ 73.500,00	€ 200,00	€ 2.008,36	€ 2.208,36	€ 1.106,00	€ 1.102,36	€ 2.208,36
63	€ 74.500,00	€ 200,00	€ 2.039,26	€ 2.239,26	€ 1.122,00	€ 1.117,26	€ 2.239,26
64	€ 75.500,00	€ 200,00	€ 2.069,13	€ 2.269,13	€ 1.136,00	€ 1.133,13	€ 2.269,13
65	€ 76.500,00	€ 200,00	€ 2.099,00	€ 2.299,00	€ 1.151,00	€ 1.148,00	€ 2.299,00
66	€ 77.500,00	€ 200,00	€ 2.127,84	€ 2.327,84	€ 1.166,00	€ 1.161,84	€ 2.327,84
67	€ 78.500,00	€ 200,00	€ 2.157,71	€ 2.357,71	€ 1.181,00	€ 1.176,71	€ 2.357,71
68	€ 79.500,00	€ 200,00	€ 2.187,58	€ 2.387,58	€ 1.196,00	€ 1.191,58	€ 2.387,58
69	€ 80.500,00	€ 200,00	€ 2.217,45	€ 2.417,45	€ 1.211,00	€ 1.206,45	€ 2.417,45
70	€ 81.500,00	€ 200,00	€ 2.247,32	€ 2.447,32	€ 1.226,00	€ 1.221,32	€ 2.447,32
71	€ 82.500,00	€ 200,00	€ 2.277,19	€ 2.477,19	€ 1.241,00	€ 1.236,19	€ 2.477,19
72	€ 83.500,00	€ 200,00	€ 2.306,03	€ 2.506,03	€ 1.255,00	€ 1.251,03	€ 2.506,03
73	€ 84.500,00	€ 200,00	€ 2.336,93	€ 2.536,93	€ 1.270,00	€ 1.266,93	€ 2.536,93
74	€ 85.500,00	€ 200,00	€ 2.366,80	€ 2.566,80	€ 1.285,00	€ 1.281,80	€ 2.566,80
75	oltre € 85.500,00	€ 200,00	€ 2.396,67	€ 2.596,67	€ 1.300,00	€ 1.296,67	€ 2.596,67

TAB 3

Student enrolled in		a Bachelor's degree programme for the 6 th time or a Master's degree programme for the 4 th time			a Bachelor's degree programme for the 7 th time or or Master's degree programme for the 5 th time		
		Increase of 15% in the amounts indicated in TAB 2 (fees that are only collected by Politecnico and later transferred to other institutions are not included in this calculation)			a Bachelor's degree programme or <i>Laurea Specialistica</i> over the 7 th time or a Master's degree programme over the 5 th time with ISEE/ISEE Parificato <150.000 €		
		Increase of 25% in the amounts indicated in TAB 2 (fees that are only collected by Politecnico and later transferred to other institutions are not included in this calculation)					
Contribution level	ISEE / ISEE Parificato up to	First instalment	Second instalment	Total	First instalment	Second instalment	Total
1	€ 12.500,00	€ 230,00	€ 195,04	€ 425,04	€ 230,00	€ 218,13	€ 448,13
2	€ 13.500,00	€ 231,00	€ 227,21	€ 458,21	€ 244,00	€ 240,18	€ 484,18
3	€ 14.500,00	€ 248,00	€ 244,56	€ 492,56	€ 263,00	€ 258,52	€ 521,52
4	€ 15.500,00	€ 266,00	€ 260,91	€ 526,91	€ 282,00	€ 276,86	€ 558,86
5	€ 16.500,00	€ 283,00	€ 278,26	€ 561,26	€ 300,00	€ 296,19	€ 596,19
6	€ 17.500,00	€ 300,00	€ 295,61	€ 595,61	€ 319,00	€ 314,53	€ 633,53
7	€ 18.500,00	€ 317,00	€ 312,96	€ 629,96	€ 338,00	€ 332,87	€ 670,87
8	€ 19.500,00	€ 335,00	€ 330,50	€ 665,50	€ 357,00	€ 352,49	€ 709,49
9	€ 20.500,00	€ 351,00	€ 346,48	€ 697,48	€ 374,00	€ 370,26	€ 744,26
10	€ 21.500,00	€ 369,00	€ 364,01	€ 733,01	€ 394,00	€ 388,88	€ 782,88
11	€ 22.500,00	€ 386,00	€ 381,36	€ 767,36	€ 412,00	€ 408,22	€ 820,22
12	€ 23.500,00	€ 403,00	€ 398,71	€ 801,71	€ 431,00	€ 426,56	€ 857,56
13	€ 24.500,00	€ 420,00	€ 416,06	€ 836,06	€ 450,00	€ 444,89	€ 894,89
14	€ 25.500,00	€ 437,00	€ 433,41	€ 870,41	€ 468,00	€ 464,23	€ 932,23
15	€ 26.500,00	€ 454,00	€ 449,58	€ 903,58	€ 487,00	€ 481,28	€ 968,28
16	€ 27.500,00	€ 471,00	€ 466,93	€ 937,93	€ 505,00	€ 500,62	€ 1.005,62
17	€ 28.500,00	€ 489,00	€ 484,47	€ 973,47	€ 524,00	€ 520,24	€ 1.044,24
18	€ 29.500,00	€ 506,00	€ 501,82	€ 1.007,82	€ 543,00	€ 538,58	€ 1.081,58
19	€ 30.500,00	€ 523,00	€ 519,17	€ 1.042,17	€ 562,00	€ 556,92	€ 1.118,92
20	€ 31.500,00	€ 540,00	€ 535,33	€ 1.075,33	€ 580,00	€ 574,97	€ 1.154,97
21	€ 32.500,00	€ 557,00	€ 552,68	€ 1.109,68	€ 599,00	€ 593,31	€ 1.192,31
22	€ 33.500,00	€ 574,00	€ 570,03	€ 1.144,03	€ 617,00	€ 612,64	€ 1.229,64
23	€ 34.500,00	€ 591,00	€ 587,38	€ 1.178,38	€ 636,00	€ 630,98	€ 1.266,98
24	€ 35.500,00	€ 609,00	€ 603,73	€ 1.212,73	€ 655,00	€ 649,32	€ 1.304,32
25	€ 36.500,00	€ 626,00	€ 621,09	€ 1.247,09	€ 673,00	€ 668,66	€ 1.341,66
26	€ 37.500,00	€ 644,00	€ 638,62	€ 1.282,62	€ 693,00	€ 687,28	€ 1.380,28
27	€ 38.500,00	€ 661,00	€ 655,97	€ 1.316,97	€ 711,00	€ 706,62	€ 1.417,62
28	€ 39.500,00	€ 677,00	€ 673,14	€ 1.350,14	€ 729,00	€ 724,67	€ 1.453,67

Student enrolled in		a Bachelor's degree programme for the 6 th time or a Master's degree programme for the 4 th time			a Bachelor's degree programme for the 7 th time or or Master's degree programme for the 5 th time		
		Increase of 15% in the amounts indicated in TAB 2 (fees that are only collected by Politecnico and later transferred to other institutions are not included in this calculation)			a Bachelor's degree programme or <i>Laurea Specialistica</i> over the 7 th time or a Master's degree programme over the 5 th time with ISEE/ISEE Parificato <150.000 € Increase of 25% in the amounts indicated in TAB 2 (fees that are only collected by Politecnico and later transferred to other institutions are not included in this calculation)		
Contribution level	ISEE / ISEE Parificato up to	First instalment	Second instalment	Total	First instalment	Second instalment	Total
29	€ 40.500,00	€ 694,00	€ 690,49	€ 1.384,49	€ 748,00	€ 743,01	€ 1.491,01
30	€ 41.500,00	€ 712,00	€ 706,84	€ 1.418,84	€ 767,00	€ 761,34	€ 1.528,34
31	€ 42.500,00	€ 729,00	€ 724,19	€ 1.453,19	€ 785,00	€ 780,68	€ 1.565,68
32	€ 43.500,00	€ 746,00	€ 741,54	€ 1.487,54	€ 804,00	€ 799,02	€ 1.603,02
33	€ 44.500,00	€ 763,00	€ 758,89	€ 1.521,89	€ 823,00	€ 817,36	€ 1.640,36
34	€ 45.500,00	€ 780,00	€ 775,06	€ 1.555,06	€ 841,00	€ 835,41	€ 1.676,41
35	€ 46.500,00	€ 797,00	€ 792,41	€ 1.589,41	€ 859,00	€ 854,74	€ 1.713,74
36	€ 47.500,00	€ 815,00	€ 809,94	€ 1.624,94	€ 879,00	€ 873,37	€ 1.752,37
37	€ 48.500,00	€ 832,00	€ 827,29	€ 1.659,29	€ 897,00	€ 892,71	€ 1.789,71
38	€ 49.500,00	€ 849,00	€ 844,64	€ 1.693,64	€ 916,00	€ 911,04	€ 1.827,04
39	€ 50.500,00	€ 866,00	€ 861,99	€ 1.727,99	€ 935,00	€ 929,38	€ 1.864,38
40	€ 51.500,00	€ 883,00	€ 878,16	€ 1.761,16	€ 953,00	€ 947,43	€ 1.900,43
41	€ 52.500,00	€ 900,00	€ 895,51	€ 1.795,51	€ 971,00	€ 966,77	€ 1.937,77
42	€ 53.500,00	€ 917,00	€ 912,86	€ 1.829,86	€ 990,00	€ 985,11	€ 1.975,11
43	€ 54.500,00	€ 934,00	€ 930,21	€ 1.864,21	€ 1.009,00	€ 1.003,44	€ 2.012,44
44	€ 55.500,00	€ 951,00	€ 947,56	€ 1.898,56	€ 1.027,00	€ 1.022,78	€ 2.049,78
45	€ 56.500,00	€ 969,00	€ 965,10	€ 1.934,10	€ 1.047,00	€ 1.041,41	€ 2.088,41
46	€ 57.500,00	€ 986,00	€ 982,45	€ 1.968,45	€ 1.065,00	€ 1.060,74	€ 2.125,74
47	€ 58.500,00	€ 1.003,00	€ 998,61	€ 2.001,61	€ 1.083,00	€ 1.078,79	€ 2.161,79
48	€ 59.500,00	€ 1.020,00	€ 1.015,96	€ 2.035,96	€ 1.102,00	€ 1.097,13	€ 2.199,13
49	€ 60.500,00	€ 1.037,00	€ 1.033,31	€ 2.070,31	€ 1.121,00	€ 1.115,47	€ 2.236,47
50	€ 61.500,00	€ 1.055,00	€ 1.049,66	€ 2.104,66	€ 1.139,00	€ 1.134,81	€ 2.273,81
51	€ 62.500,00	€ 1.072,00	€ 1.067,01	€ 2.139,01	€ 1.158,00	€ 1.153,14	€ 2.311,14
52	€ 63.500,00	€ 1.089,00	€ 1.084,36	€ 2.173,36	€ 1.177,00	€ 1.171,48	€ 2.348,48
53	€ 64.500,00	€ 1.105,00	€ 1.101,53	€ 2.206,53	€ 1.195,00	€ 1.189,53	€ 2.384,53
54	€ 65.500,00	€ 1.123,00	€ 1.119,07	€ 2.242,07	€ 1.214,00	€ 1.209,16	€ 2.423,16
55	€ 66.500,00	€ 1.140,00	€ 1.136,42	€ 2.276,42	€ 1.233,00	€ 1.227,49	€ 2.460,49
56	€ 67.500,00	€ 1.158,00	€ 1.152,77	€ 2.310,77	€ 1.251,00	€ 1.246,83	€ 2.497,83
57	€ 68.500,00	€ 1.175,00	€ 1.170,12	€ 2.345,12	€ 1.270,00	€ 1.265,17	€ 2.535,17
58	€ 69.500,00	€ 1.192,00	€ 1.187,47	€ 2.379,47	€ 1.289,00	€ 1.283,51	€ 2.572,51

Student enrolled in		a Bachelor's degree programme for the 6 th time or a Master's degree programme for the 4 th time			a Bachelor's degree programme for the 7 th time or or Master's degree programme for the 5 th time		
		Increase of 15% in the amounts indicated in TAB 2 (fees that are only collected by Politecnico and later transferred to other institutions are not included in this calculation)			a Bachelor's degree programme or <i>Laurea Specialistica</i> over the 7 th time or a Master's degree programme over the 5 th time with ISEE/ISEE Parificato <150.000 €		
		Increase of 25% in the amounts indicated in TAB 2 (fees that are only collected by Politecnico and later transferred to other institutions are not included in this calculation)					
Contribution level	ISEE / ISEE Parificato up to	First instalment	Second instalment	Total	First instalment	Second instalment	Total
59	€ 70.500,00	€ 1.209,00	€ 1.204,82	€ 2.413,82	€ 1.307,00	€ 1.302,84	€ 2.609,84
60	€ 71.500,00	€ 1.226,00	€ 1.220,98	€ 2.446,98	€ 1.325,00	€ 1.320,89	€ 2.645,89
61	€ 72.500,00	€ 1.243,00	€ 1.238,33	€ 2.481,33	€ 1.344,00	€ 1.339,23	€ 2.683,23
62	€ 73.500,00	€ 1.260,00	€ 1.255,68	€ 2.515,68	€ 1.363,00	€ 1.357,57	€ 2.720,57
63	€ 74.500,00	€ 1.278,00	€ 1.273,22	€ 2.551,22	€ 1.382,00	€ 1.377,19	€ 2.759,19
64	€ 75.500,00	€ 1.295,00	€ 1.290,57	€ 2.585,57	€ 1.401,00	€ 1.395,53	€ 2.796,53
65	€ 76.500,00	€ 1.312,00	€ 1.307,92	€ 2.619,92	€ 1.419,00	€ 1.414,87	€ 2.833,87
66	€ 77.500,00	€ 1.329,00	€ 1.324,09	€ 2.653,09	€ 1.437,00	€ 1.432,92	€ 2.869,92
67	€ 78.500,00	€ 1.346,00	€ 1.341,44	€ 2.687,44	€ 1.456,00	€ 1.451,26	€ 2.907,26
68	€ 79.500,00	€ 1.363,00	€ 1.358,79	€ 2.721,79	€ 1.475,00	€ 1.469,59	€ 2.944,59
69	€ 80.500,00	€ 1.380,00	€ 1.376,14	€ 2.756,14	€ 1.493,00	€ 1.488,93	€ 2.981,93
70	€ 81.500,00	€ 1.397,00	€ 1.393,49	€ 2.790,49	€ 1.512,00	€ 1.507,27	€ 3.019,27
71	€ 82.500,00	€ 1.415,00	€ 1.409,84	€ 2.824,84	€ 1.531,00	€ 1.525,61	€ 3.056,61
72	€ 83.500,00	€ 1.431,00	€ 1.427,01	€ 2.858,01	€ 1.549,00	€ 1.543,66	€ 3.092,66
73	€ 84.500,00	€ 1.449,00	€ 1.444,54	€ 2.893,54	€ 1.568,00	€ 1.563,28	€ 3.131,28
74	€ 85.500,00	€ 1.466,00	€ 1.461,89	€ 2.927,89	€ 1.587,00	€ 1.581,62	€ 3.168,62
75	oltre € 85.500,00	€ 1.483,00	€ 1.479,24	€ 2.962,24	€ 1.605,00	€ 1.600,96	€ 3.205,96

Student enrolled in a Bachelor's degree programme or <i>Laurea Specialistica</i> over the 7 th time or student enrolled in a Master's degree programme over the 5 th time or students enrolled in any degree programme belonging to the system pre-dating DM 509/99 or students enrolled in a programme of <i>Diploma Universitario</i> with ISEE/ISEE Parificato > 150.000 €	First instalment	Second instalment	Total
Increase of 50% in the amounts indicated in TAB2 (fees that are only collected by Politecnico and later transferred to other institutions are not included in this calculation)	€ 1.910,00	€ 1.905,24	€ 3.815,24

ANNEX

Charges for late career acts performed after the deadline in a. y. 2017/2018

Career act	Extension of the deadline and cost
Preparation of the Annual Personal Study Plan (<i>carico didattico</i>) with courses added to the APSP for the first time	Within 1 month after the deadline: 50 Euro From 1 month to 2 months after the deadline: 100 Euro
Preparation of the Annual Personal Study Plan (<i>carico didattico</i>) with courses that were already included in the APSP of previous academic years	Within 1 month after the deadline: 50 Euro From 1 month to 2 months after the deadline: 100 Euro After the 3 rd month after the deadline: 150 Euro
Modification of the Annual Personal Study Plan/ Personal Study Plan	First semester: within the first month 50 EURO Second semester (each single case has to be authorized by the competent Department): within the first month 50 EURO
Enrolment or enrolment modification (for example: conversion from full-time to part-time enrolment, or vice versa)	Within 1 month after the deadline: 50 Euro From 1 month to 2 months after the deadline: 100 Euro
Change of degree programme	Within 1 month after the deadline: 50 Euro From 1 month to 2 months after the deadline: 100 Euro
Career reactivation	Within 1 month after the deadline: 50 Euro From 1 month to 2 months after the deadline: 100 Euro
Application for evaluation of previous academic records for students who withdrew from studies or for forfeited students	Within 1 month after the deadline: 50 Euro From 1 month to 2 months after the deadline: 100 Euro
Apply – admissions application for Master’s degree programmes - 1 st and 2 nd semester, only for Engineering programmes without specific Calls for admissions	Within 2 weeks after the deadline: 50 Euro
Enrolment in Master’s degree courses - 1 st and 2 nd semester, only for Engineering programmes without specific Calls for admissions	First semester: Within 1 month after the deadline: 50 Euro Second semester (each single case has to be authorized by the competent Department) Within 1 month after the deadline 50 EURO
Thesis application	Only upon approval of the supervisor 50 Euro
Registration for the Final Examination	Each single case has to be authorized by the competent Department 50 EURO