

POLITECNICO DI MILANO

THE RECTOR

HAVING REGARD TO Italian Royal Decree Law No. 1071 dated 20 June 1935, containing “Amendments and updates to the consolidating act of the higher education laws”;

HAVING REGARD TO Italian Law No. 168 dated 9 May 1989, containing “Institution of the Ministry of Universities and Scientific and Technological Research”;

HAVING REGARD TO Italian Law No. 241 dated 7 August 1990, containing “New regulations on administrative procedure and right to access administrative documents”;

HAVING REGARD TO Italian Ministerial Decree No. 509 dated 3 November 1999, containing “Regulations governing the didactic autonomy of Universities”;

HAVING REGARD TO Italian Presidential Decree No. 445 dated 28 December 2000, containing “Consolidating Act on legislative and regulatory provisions in relation to administrative documentation”;

HAVING REGARD TO Italian Legislative Decree No. 196 dated 30 June 2003, containing the “Privacy Code”, as amended by Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016 on the protection of natural persons’ data processing and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation);

HAVING REGARD TO Italian Law No. 240 dated 30 December 2010, containing “Rules on organization of universities, academic staff and recruitment, authorizing the Government to enhance the quality and efficiency of the university system”;

HAVING REGARD TO the current Statute of the Politecnico di Milano;

HAVING REGARD TO the University’s current General Regulations;

HAVING REGARD TO the University’s current Educational Rules;

HAVING REGARD TO Rectoral Decree no. 3798/AG dated 31 October 2014 under which the Regulations for the career of students at Politecnico di Milano were issued, particularly Chapter VII – Disciplinary sanctions for students;

HAVING REGARD TO Rectoral Decree no. 1699/SAGNI dated 14 April 2015 by means of which the Charter of rights and duties of university students of Politecnico di Milano was issued;

HAVING REGARD TO Rectoral Decree no. 3138 dated 19 April 2019 by means of which the Code of ethics and conduct of Politecnico di Milano was issued, and particularly section IV – The Implementing provisions;

HAVING REGARD TO Rectoral Decree no. 7287 dated 9 October 2019 under which the Rules of procedure of the Students’ Disciplinary Committee were issued;

HAVING REGARD TO the Rectoral Decree no. 9233 dated 23 December 2020 under which the Rules of procedure of the Students’ Disciplinary Committee were partially amended;

HAVING REGARD TO the resolutions adopted by the Academic Senate during the meetings held on 22 September 2025 and 20 October 2025, and by the Board of Governors during the meeting held on 27 October 2025, on the approval of the partial amendments to the Rules of procedure of the Students’ Disciplinary Committee;

DECREES

Art.1

- 1) For the reasons mentioned in the introduction, the Rules of procedure of the Students' Disciplinary Committee, issued with Rectoral Decree no. 7287 dated 9 October 2019, and partially amended with Rectoral Decree no. 9233 dated 23 December 2020, are further amended as outlined in the text which forms an integral part of this measure.

Rules of Procedure of the Students' Disciplinary Committee

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Art. 1 – Subject matter and scope

- 1) These Regulations govern the disciplinary procedure and the sanctions applicable to students of the Politecnico di Milano.
- 2) Any action or omission committed by students of the Politecnico di Milano in violation of current regulations, including violations of the University's Code of ethics and conduct, constitutes a disciplinary offense.
- 3) Conducts carried out outside the University's premises may also constitute disciplinary offenses, provided that they are connected to the subject's *status* as a student, and are detrimental to the dignity, image, honor and principles of the Politecnico di Milano and the university institution as a whole, without prejudice to any other applicable legal sanction. Furthermore, any conduct during exams or other tests, including the final exam, that is contrary to the provisions for the proper and fair conduct of such exams, including cheating, constitutes a disciplinary offense punishable under these Regulations.
- 4) These Regulations apply to all students of the Politecnico di Milano, as well as to those who, although not formally enrolled:
 - a) attend courses of any kind provided by the Politecnico di Milano (e.g., mobility students, exchange students, visiting PhD students, students enrolled in individual courses, etc.);
 - b) commit offenses when submitting their application for enrollment or any other application submitted to the University;
 - c) are guests of the University residences, without prejudice to the provisions of the [Regulation for the Politecnico di Milano's University Residences](#).

Art. 2 – Disciplinary sanctions

- 1) The Rector exercises disciplinary authority, in accordance with the procedures set out in these Regulations.
- 2) The sanctions that may be imposed, in proportion to the severity of the disciplinary offense, are:
 - a) reprimand;
 - b) temporary disqualification from one or more courses;
 - c) suspension from one or more exams or other forms of assessment (including the final exam);
 - d) suspension/revocation of economic benefits and/or services provided (or that may be provided);
 - e) temporary suspension from the University, including all career records, exams, and educational activities;
 - f) expulsion from the PhD program, Specialisation Course, Specialising Master Course, Improvement Course, and Lifelong Learning Course;
 - g) non-acceptance of the application or applications for enrollment/admission to the Politecnico di Milano or other applications submitted by the student (e.g., application for admission to individual courses, application for equivalence of qualifications, etc.), with potential temporary exclusion from the possibility of resubmitting the same application for a period of up to 2 years.
- 3) The Commission, in alternative to the sanctions referred to in the preceding paragraphs, and taking into account the circumstances of the specific case, may assign the student to perform socially useful activities for the University. If such activities are not carried out, are interrupted without justified reason, or are performed in an unsatisfactory manner, the sanction originally

imposed will be automatically reinstated and enforced, without the need for further investigation or disciplinary proceedings.

- 4) The sanctions must be proportionate to the seriousness of the alleged and proven facts. In this assessment process, consideration may be given to any repeat offenses in relation to other previously alleged offenses (even if of a different nature and severity), the subjective element (intent, gross negligence, slight negligence), and the student's refusal to perform the community service referred to in the preceding paragraph.
- 5) The sanctions are imposed by Rectoral Decree and communicated to the party concerned, as well as to the relevant University Bodies for the purpose of their enforcement. In the case of sanctions imposed on students on mobility programs, exchange programs, or visiting PhD students, the imposition of the sanction is also communicated to the University of origin.
- 6) The sanctions are communicated to the student by any means suitable for proving receipt or to the address indicated by the student during the disciplinary proceedings. The disciplinary measures are recorded in the student's career and consequently in the discharge sheet.

Art. 3 – Cheating during exams

- 1) During exams or other forms of assessment (including the final exam), it is strictly forbidden to cheat, use unauthorized tools, communicate with other candidates and/or other individuals, and/or engage in any fraudulent behavior or behavior that is otherwise contrary to the provisions in force aimed at ensuring the proper and fair conduct of the exams.
- 2) In the event of conduct in violation of paragraph 1, without prejudice to the cancellation of the exam, in particularly serious cases, the teaching staff may also report the facts in accordance with the following articles for the purpose of initiating disciplinary proceedings.

PRELIMINARY PHASE

Art. 4 – Informal report

- 1) Anyone who becomes aware of acts that may constitute a disciplinary offense must immediately report them to the following persons:
 - a) the **Dean of the School** with regards to students enrolled in bachelor's degree programs, master's degree programs, and single-cycle master's degree programs, including students on mobility programs;
 - b) the **Vice Rector of the Regional Campus** with regards to students enrolled in programs offered at the Regional Campuses;
 - c) the **Director of the PhD School** with regards to students enrolled in PhD programs, including visiting PhD students;
 - d) the **Director of the Graduate School** with regards to students enrolled in the School;
 - e) the **Department Director** (to which the course belongs) and/or the **Course Director** in the case of students enrolled in Specialising Masters, Improvement courses, or Lifelong Learning courses;
 - f) the **Director of the Residence** in cases of violations committed by guests of the Politecnico di Milano residences;
 - g) the **Director of the Educational Division** in the event of offences committed during the enrollment/admission procedure and in all other cases.
- 2) The report may also be made to the **Student Ombudsman** and/or the **Rector**, who may involve the persons referred to in the preceding paragraph, if they deem it appropriate.

- 3) In the event that the report concerns discrimination, mobbing, harassment, sexual, moral and/or psychological harassment, the provisions of the [Politecnico di Milano's Code for the Safeguarding of Personal Dignity](#) shall also apply.
- 4) The informal report must contain a description of the facts and be complete with all the information known to the reporter.
- 5) The recipient of the report is required to initiate a preliminary investigation, respecting the dignity and confidentiality of the persons involved.
- 6) If, following the preliminary investigation, the report is found to be inadmissible or manifestly unfounded, the recipient of the report shall notify the reporter in writing.
- 7) If, conversely, following the preliminary investigation, it emerges that the report is well-founded, the recipients of the reports shall assess whether the breach can potentially be attributed to minor disciplinary offenses punishable by a reprimand. In this case, the disciplinary proceedings may be carried out in a simplified form in accordance with Article 5 below. In all other cases, the recipients of the reports shall send a formal written report to the Rector, accompanied by a report on the preliminary investigation carried out in accordance with Article 6 below.

DISCIPLINARY PROCEEDINGS IN THE EVENT OF MINOR OFFENSES PUNISHABLE BY THE DISCIPLINARY SANCTION OF A REPRIMAND

Art. 5 - Disciplinary proceedings in the event of minor infringements

- 1) If, following the preliminary investigation, the parties receiving the report consider that the offenses are potentially punishable by a reprimand, they may decide whether to:
 - a) proceed with a formal report of the facts to the Rector pursuant to Article 6 below;
 - b) initiate disciplinary proceedings directly by notifying the student of the charges in writing via certified e-mail (PEC), hand delivery, or registered letter with advice of receipt, or by any other means suitable for proving receipt.
- 2) The act notifying the charge, addressed to the student, must contain:
 - a) a clear and precise description of the contested facts;
 - b) the information that the student may request to be heard in his/her own defense, as well as submit defense briefs and any other documents, within the deadline indicated in the communication;
 - c) the date of the hearing, giving at least 10 days' notice, and specifying that the student may be assisted by a trusted person;
 - d) the request to indicate an address where the student wishes to receive all documents and communications relating to the disciplinary proceedings. In the absence of specific instructions, all communications shall be deemed to have been validly delivered to the address listed on the University's online services at the time the proceedings were initiated. The sending of documents and communications to the address chosen or in any case resulting from the University's online services implies presumption of knowledge on the part of the recipient, unless the latter can prove otherwise.
- 3) Students who have requested a hearing are required to arrive on time, under penalty of forfeiting their right to be heard.
- 4) If the facts alleged are confirmed, the recipient of the report shall forward the documents to the Rector, together with a written report reconstructing the facts, and shall propose the issue of a reprimand.

- 5) If the facts ascertained are of such seriousness that a sanction greater than a reprimand is deemed appropriate, a formal report will be sent to the Rector in accordance with the provisions of Article 4, paragraph 6.
- 6) The proceedings must be concluded within 60 days of the date on which they were initiated, pursuant to paragraph 1 of this article.

DISCIPLINARY PROCEDURE IN THE EVENT OF VIOLATIONS FOR WHICH SANCTIONS GREATER THAN A REPRIMAND ARE IMPOSED

Art. 6 – Students’ Disciplinary Committee

- 1) If, following the preliminary investigation, the parties receiving the report consider that the offenses are potentially punishable by a penalty greater than a reprimand, they shall promptly report the facts formally to the Rector, accompanied by a report on the investigation carried out. The Rector, on the basis of the formal report received and any further investigation, shall decide whether to close the case or to initiate disciplinary proceedings by notifying the Chair of the Student Disciplinary Committee, in writing, of the facts.
- 2) The Students’ Disciplinary Committee is composed of:
 - a) two regular members and two alternate members chosen from among the full and associate professors of the Politecnico di Milano, appointed by the Rector upon the recommendation of the Academic Senate;
 - b) the President of the Student Council.
- 3) Alternate members participate in meetings in the event of absence, impediment, or abstention due to incompatibility of the regular members. In the event of absence, impediment, or abstention due to incompatibility, the President of the Student Council is replaced by the Vice President of the Council. In the period between the end of the term of office of the President and Vice President of the Student Council and the renewal of their terms of office, the functions and duties referred to in these Regulations shall be exercised by the Dean of the Student Council. The functions of Secretary shall be assumed by a member of the technical-administrative staff, appointed by the Rector.
- 4) As for the two Professors, the term of office of the Disciplinary Committee is three years and they may be reappointed only once.

Art. 7 - Disciplinary proceedings for more serious infringements

- 1) The disciplinary offense must be formally reported to the student via certified e-mail (PEC), by hand delivery, by registered letter with advice of receipt, or by any other means suitable for proving receipt.
- 2) The act notifying the charge must contain:
 - a) a clear and precise description of the contested facts;
 - b) the information that the student may request to be heard in his/her own defense, as well as submit defense briefs and any other documents, within the deadline indicated in the communication;
 - c) the date of the hearing, giving at least 10 days' notice, and specifying that the student may be assisted by a trusted person;
 - d) the request to indicate an address where the student wishes to receive all documents and communications relating to the disciplinary proceedings. In the absence of specific instructions, all communications shall be deemed to have been validly delivered to the address listed on the University's online services at the time the proceedings were

initiated. The sending of documents and communications to the address chosen or in any case resulting from the University's online services implies presumption of knowledge on the part of the recipient, unless the latter can prove otherwise.

- 3) Students who have requested a hearing are required to arrive on time, under penalty of forfeiting their right to be heard.
- 4) In carrying out its duties, the Students' Disciplinary Committee may obtain documents, hear witnesses, seek the opinion of experts appointed by the Committee, and perform any other activities it deems necessary.
- 5) The members of the Students' Disciplinary Committee are required to maintain confidentiality regarding the facts that come to their knowledge. The investigation must be conducted with respect for the dignity of those involved.
- 6) At the end of the proceedings, which must take place within 60 days of the date of receipt of the formal report by the President, the Students' Disciplinary Committee shall forward the documents to the Rector, together with a written report reconstructing the facts, and shall make a proposal for the adoption of a specific disciplinary measure, or a proposal to dismiss the case.

Art. 8 - Compensation for damages

- 1) Without prejudice to the provisions of the preceding articles, students are required to compensate in full for all damages - including those caused to third parties - resulting from unlawful conduct.
- 2) The amount of damages may be ascertained through disciplinary proceedings, at the end of which the exact amount that the student is required to pay as compensation will be determined, without prejudice to the Politecnico's right to assert its rights in court.
- 3) Students who fail to pay the amounts referred to in this article will have their careers blocked. In order to have the block lifted, students are required to regularize their position by paying the debt within the deadlines set for enrollment in the degree exam session.

Art. 9 - Precautionary measures

- 1) Pending the outcome of disciplinary proceedings, the Rector may, in particularly serious cases, suspend the student as a precautionary measure and determine the length of the suspension. Any period of precautionary suspension will be counted towards the final sanction.

Art. 10 - Suspension of deadlines

- 1) All deadlines set forth in these Regulations, including the deadline for concluding disciplinary proceedings, shall be suspended during periods when the University is closed.

Art. 11 - Privacy protection of the party concerned

- 1) In order to protect the confidentiality of the party concerned, all communications relating to the procedure must be recorded in the confidential protocol.
- 2) Without prejudice to the rights of the party concerned to access the documents relating to the procedure concerning him/her at any time, the parties responsible for exercising disciplinary power, as well as the administrative offices that support them, are required to maintain the strictest confidentiality regarding the content of the documents to which they have contributed or of which they have otherwise become aware.

Art. 12 - Entry into force of the Regulation - Transitional rules

- 1) These Regulations are issued by means of Rector's Decree and enter into force on January 1, 2026. The Regulations will be published on the [University's institutional website](#).
- 2) The provisions of these Regulations shall apply to disciplinary proceedings initiated after the date of entry into force of these Regulations.

Art. 13 - English version

- 1) This English translation of the Regulation is provided for informational purposes only.
- 2) In the event of any discrepancies or inconsistencies between the Italian and English versions, the Italian version shall prevail and be deemed authoritative.

THE RECTOR
Prof. Donatella Sciuto

Signed digitally under the Digital Administration Code