

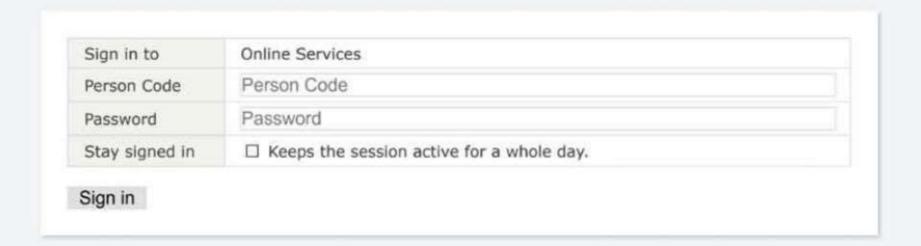
tutorial for

MASTER DEGREE ENROLLMENT

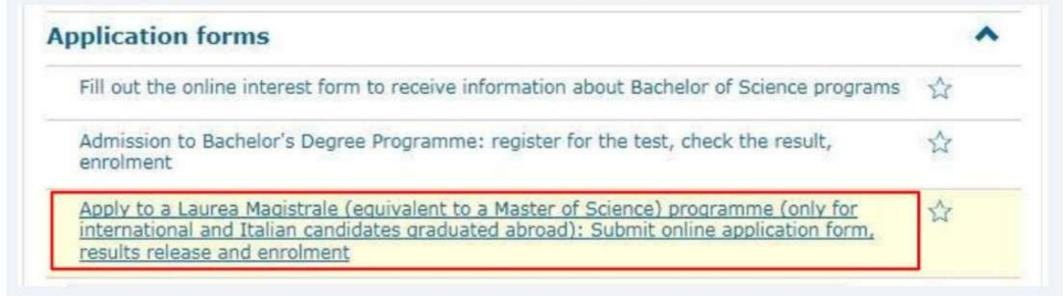
The whole procedure is carried out through the Online Services platform.

polimi.it/onlineservices

STEP 1: Enter the Online Services



STEP 2: Click on "Apply to a Laurea Magistrale [...] programme [...]" from the Services list



STEP 3: Click on "Laurea Magistrale [...] programme selection" from the Sections menu

POLITECNICO MILANO 1863

	General information	
Functions Back	Person Code	
	Family name *	
2	First name *	
equests available	Gender *	
☑ A.Y. 2021 Semester 1	Date of Birth *	
	Birth place *	
	Country of birth *	
	Citizenship *	
EED HELP? CONTACT US:	Other citizenship	
International Admissions Office READ/SEND A MESSAGE	Email *	
READ/SEND A MESSAGE	Telephone *	
	Mobile	
OLIMI official documents	Fax	
ections General information	Residence Address *	
☐ Educational background	Postal code *	
☐ Laurea Magistrale (equivalent to a Master	City *	
of Science) programme (s) selection	Country *	
☐ Other information		
☐ Documents upload		
☐ English Language		
☐ Processing personal data		
☐ Application fee		
* Mandatory		
rialisatory.		
anguage selection		
Italian English		

STEP 4: Click on the green triangle

Laurea Magistrale (equivalent to a Master of Science) programme list

Campus School/Faculty Course Taught

MILANO BOVISA ENGINEERING SPACE ENGINEERING - Taught in English

2° click here MILANO BOVISA ENGINEERING AERONAUTICAL ENGINEERING - Taught in English

STEP 5: Click on "Evaluation details"

Pre-evaluation details	
ampus	MILANO BOVISA
chool/Faculty	ENGINEERING
ourse	AERONAUTICAL ENGINEERING
ingua offerta	Taught in English
ocuments	
otes	
Status	The Politecnico di Milano is pleased to announce that you have been admitted to the programme selected and that you have confirmed online your admission. We urge you to contact the nearest Italian Embassy/Consulate in order to complete the procedures necessary to enrol at the Politecnico di Milano. We remind you that non EU candidates must apply for a visa. All candidates should follow the diplomatic procedures described at our web site https://www.polimi.it/en/international-prospective-students/under-under-the-AFTER ADMISSION section. For further information about tuition fees, accommodation, stay permit, health insurance, arrival and life in Italy, please refer to the welcome desk of your campus: by email: Milano Campuses: CONTACT US Cremona Campus: welcome-cremona@polimi.it Lecco Campus: welcome-lecco@polimi.it Mantova Campus: welcome-mantova@polimi.it

Evaluation details - Enrollment Click on the linked icons to see evaluation details.



Modify

Data of the selected preference (Hide>>)			
Programme of studies:	Mathematical Engineering		
School:	Industrial and Information Engineering		
Type of Programme:	Mag.		
Campusi	MI		
Evaluation Date CCS:	27/01/2021		
Nome CCS:			
Notes			
Notes of the student:			
	Language test	Status Inserto dell'utente	
/ La			
/ □		Inserito dall'utente	
Warning: to proceed with enrolment it is necessary: Complete missing information related to the previous degree	(If you were not graduated yet when now it is necessary to enter the (Also, if you didn't enter the average gramaximum score in the	e graduation date) ade obtained and the minimum and	
After completing the enrollment you will be able to submit your study pl field/specialization options check the degree programme here	an, selecting the courses offered in your study programme. Before filling in ti	he exams you have to choose your track options (Pspa option- Study Plan	
Back Modify Educational			

If you have already updated your profile with your previous degree details, you will directly see the "Enrol" button

Academic Qualification Data				
University/Course		ABI DHABI. PO BOX 129188, ABU DHABI (EMIRA CHELOR OF SCIENCE IN MATHEMATICS	ATI ARABI UNITI)	
Qualification attained	☑ Uncheck the flag if not gradu	ated C	heck the box to	o confirm your
Date of graduation (dd/mm/yyyy)	23/06/2018	g	raduation	-
Graduation Score (leave blank if not applicable Grade Point Average (GPA)	r vour gradua	Lowest graduation grade		Highest graduation
Grade Point Average (GPA)	i yuui gradua	Lowest in the scale		Highest in the so
Score not identified	Se the flag if is not possib	le, from your documents, to find the gradua	verage of exams	5
Fields to be used if you can perform	n a conversion,	ed. If not completed, the min	of 60/100 will be assigned to the stu	ident, in the system
Marks		Scale	● 100 ○ 110	Cum laude
Documents supporting the qualifica	ation	Minimum	score	Maximum score
Docum	ent type	Download	Upload date	Upload/Replace
Certificate of completion of the degree or anguage $^{(1)}$	copy of the degree in the original	Cumulative avera	ge score	(A) Upload
talian or English translation of degree or mandatory when the original certificate in French)			S##	(A) Upload
Declaration of Value				(A) Upload
Academic transcript of records (original la	anguage)	View document	17/02/2020	A Replace
Italian or English translation of academic the original certificate is of the English		View document	17/02/2020	A Replace
University certificate of Bance in original language (1)		View document	17/02/2020	You can't upgrade and remove th
Detailed study programurse description)		View document	17/02/2020	A Replace
	ice obtained in ITALY by EEA citizens or I ON-EEA citizens who are NOT regularly re	NON-EEA citizens who are regularly resident esident in Italy	in Italy it is possible to upload a self-certifi	cation instead of the degree; the certificate
Confirma us of the Diploma				
Stato di Conf	Titolo inserito e conse	eguito 🗸		
Data Invio Rid a Conferma	-/-/		Data Ricezione Confer	ma -/-/

then click "Confirm and continue"

STEP 6: Click on "Enrol" After completing your enrolment, you will be able to go on to the following step, i.e. study plan presentation. The program you have been admitted to, however, require that before selecting the classes to attend, you first select one of the Specialization Options(track) of your study programme. & Back Enrol Enrol If you don't see the button after following correctly the procedure, it is due to a further step your professor has to carry out. Check the application every now and then until you see it.

STEP 7: Choose the option that best suits you

then click "Confirm and continue"

POLITECNICO MILANO 1863 ♠Enrolment > Personalized Support Available functions The Politecnico di Milano provides specialized assistance for both LD students and students with disabilities. Back Please tell us if: ARE YOU A STUDENT WITH A DISABILITY? O yes ONO ARE YOU A STUDENT WITH AN LD? (LD = learning disability, such as dyslexia, dysgraphia, dysorthography, dyscalculia) Oyes ONO **POLITECNICO MILANO 1863** Check Data Information Confirm Payment Student worker situation Please select the option that describes your educational and/or professional profile, then click on "Confirm and continue". Student situation I am a full time student and spend more than 75% of my time studying I am a worker student and spend less than 50% of my time studying I am a student worker and spend between 50% and 75% of my time studying Back to Check Data Confirm and continue

STEP 8: Read carefully the information, then click on "Confirm and continue"

Check Data Information Confirm Payment

Information about presentation of study plan

All students, Italian and foreign, must present their Study Plan using online service in the period foreseen by the School. Late or missing presentation implies attribution of a penalty of a 100 Euro increase in the 2nd instalment.

Tuition fees and university contribution information

The item of the university fees denominated "all-inclusive contribution" is commensurated to the number of ECTS inserted in the Study Plan. The student contribution on the basis of the ISEE indicator of the student's family, according to the modality and deadlines at the web page www.polimi.it/en/fees

Back to Student worker situation

Confirm and continue



STEP 9: Read carefully the information, then click on "Confirm and continue"

Check Data Confirm Payment

Prohibition of double registration

I DECLARE

I'm not already enrolled at another University or University Institute nor for another Degree Programme at the same or other School of the University (Article 142

The applicant loses the right to enrolment should the contents of the declaration prove to be false.

False declarations are punished pursuant to the penal code and special laws on the subject (articles 75 and 76 of the Presidential Decree no. 445 of 2.12.2000).

Back to Student worker situation

Confirm and continue



STEP 10: Read carefully the information, then click on "Confirm and continue"

Check Data Information Confirm Payment

Current regulations

I COMMIT TO COMPLY

with current regulations of the Politecnico di Milano and in particular with the Regulation concerning worker's safety and health in the workplace as we the web site of the Politecnico di Milano: www.polimi.it

Should the student, with the active contribution of the Structures and together with the teachers of the University during his/her education at the Poli of scientific or industrial interest,

subject to his/her right to be recognised as author or co-author pursuant to current legislation, I ACKNOWLEDGE the patent rights of the Politecnico d Politecnico to activate appropriate forms of promotion of the result by sustaining related costs and acknowledging the inventor a part of any possible regulations on the subject.

Should the Politecnico not wish to promote said result the corresponding rights return to the author which may use them at will.

Back to Student worker situation

Confirm and continue



STEP 11: Check the summary, then click on "Confirm and continue"

Check Data Information Confirm Payment

Privacy Policy

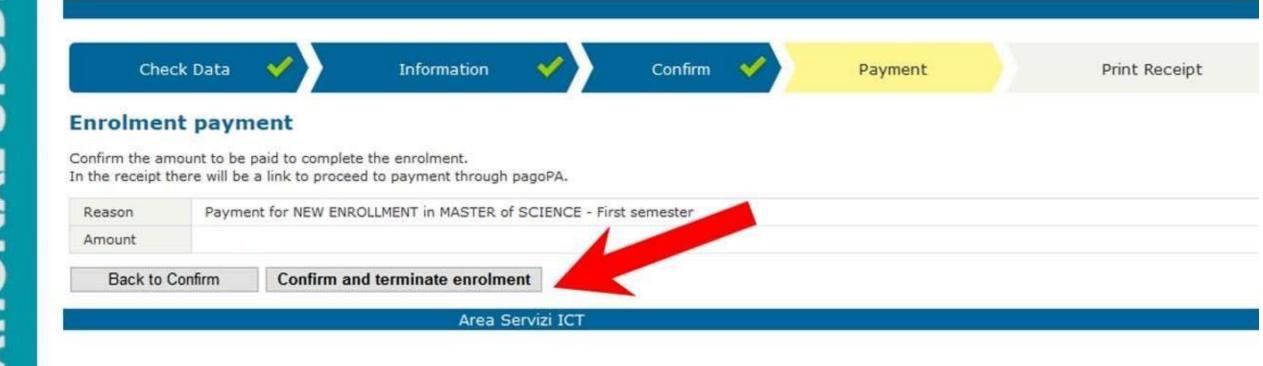
I declare that I have read the disclosure and I authorize the processing and communication of my personal data for the purposes concerning the activity

Back to Student worker situation

Confirm and continue



STEP 12: Proceed with the payment by clicking on "Confirm and terminate enrolment"



Now you have to select the payment method of the first instalment for the enrolment. There are 3 options:



pagoPA is an initiative that allows citizens to pay electronically to Public Administration, for further details:

information link



Step by step guides for option 1 and 2 are available at this link

Amount to be paid:

Bill Notification Code pagoPA:

Beneficiary Organisation Fiscal Code:

Interbank code / SIA / CBILL: F9489

Payment Method

If you would like to pay online, please choose one of the following three payment methods:

-SCRIGNO PAGO FACILE to proceed, download the PDF of the notification form with the details for making the payment. The system accepts all credit and debit cards.



-National PagoPA system, you will be offered a range of intermediaries for completing the payment online.



If you wish to pay at a paypoint in Italy instead, simply download the PDF of the notification form, print it and bring the printout with you. PLEASE NOTE: it is not possible to pay at the Post Office.



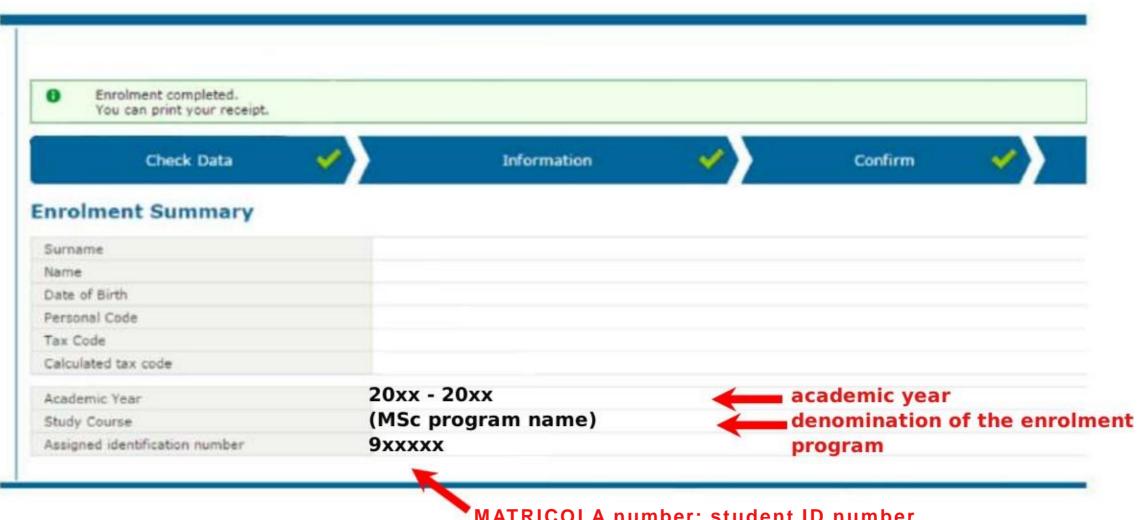


If you click on the icon, the following form will appear: print the form and then proceed with the payment once you are in Milan directly at the bank

WARNING!

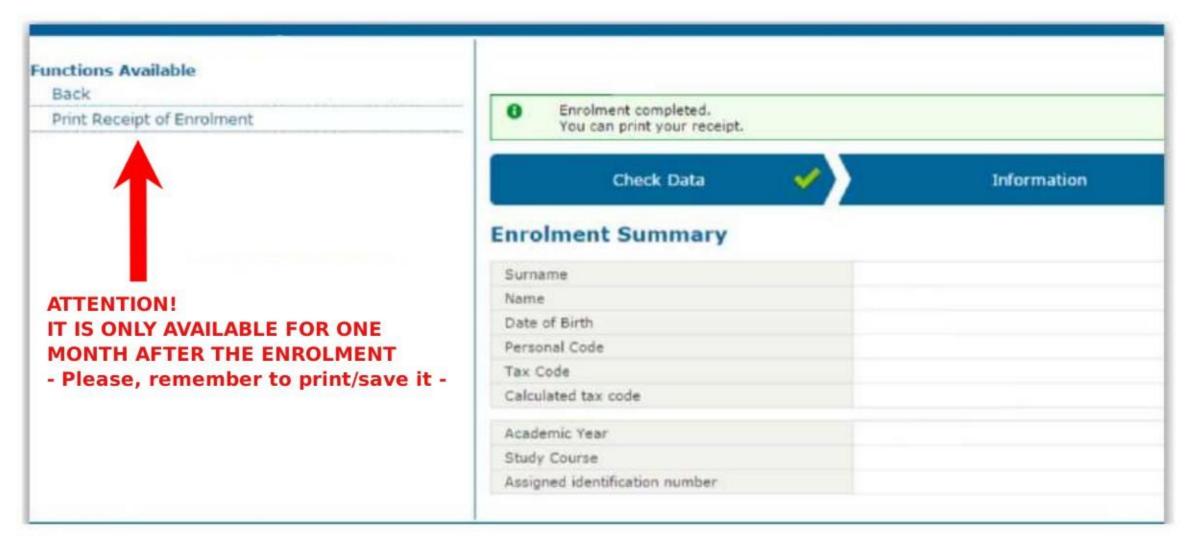
Once the first installment has been paid, you must complete a FINAL QUESTIONNAIRE before obtaining the matriculation receipt and your student number (MATRICOLA number)

STEP 13: Enrolment completed



MATRICOLA number: student ID number (different from the Person Code)

STEP 14: print the enrolment receipt



Non EU students residing abroad should print the enrolment receipt and, once arrived to Italy, attach it to the application for the residence permit.

Enrolment receipt

Congratulation!
You are now officially a student of the Politecnico di Milano!



Academic Year

Enrolment receipt for:

(LAUREA MAGISTRALE)

Personal Code:

Assigned identification number:

Surname:

Name:

Tax Code:

Date of Birth:

Place of birth:

welcome to

