



**POLITECNICO**  
MILANO 1863

**SCUOLA DI INGEGNERIA CIVILE AMBIENTALE E TERRITORIALE**

## **Procedure for the international short-term mobility program for students of the School of Civil, Environmental and Land Management Engineering (ICAT)**

*Approved by the Board of the School of Civil, Environmental and Land Management Engineering on February 8th, 2024*

### **Eligibility and constraints**

- 1) POLIMI students who are regularly enrolled at the ICAT School at **M.Sc. level** can apply for a short-term international mobility period valid for the **M.Sc. degree**, without restrictions regarding the minimum CFU and/or average grade.
- 2) POLIMI students who are regularly enrolled at the ICAT School at **B.Sc. level** can apply for a short-term international mobility period valid for the **M.Sc. degree** with a minimum CFU requirement of 100 CFU and a minimum average grade of 23/30.
- 3) POLIMI students who are regularly enrolled at the ICAT School at **B.Sc. level** can apply for a short-term international mobility period valid for the **B.Sc. degree** with a minimum CFU requirement of 55 CFU and a minimum average grade of 23/30.
- 4) The maximum **duration** of short-term mobility at **B.Sc. level** is limited to 6 months and at **M.Sc. level** to one year (even divided into two non-consecutive periods and at two different partner universities).
- 5) The maximum number of CFU collected during the mobility that can be recognised by POLIMI is 30 at the B.Sc. level and 60 at the M.Sc. level (excluding students enrolled in a double degree programme). In any case, in order to obtain the M.Sc. degree, the POLIMI regulation requires that a minimum of 60 CFU of regular courses (excluding the CFU of the final degree examination and of internal and external stages) be taken at POLIMI.
- 6) M.Sc. students are allowed to prepare their **thesis** during a short-term mobility programme and the corresponding CFU will be awarded after the thesis discussion at POLIMI, according to the educational rules of the specific degree programme.
- 7) Please note that additional requirements (e.g., minimum average grade, language certificates) may be imposed by the partner institutions, as specified in the agreement with POLIMI.
- 8) The application procedures and **additional constraints** are described in the **Call for International Mobility** published on the POLIMI website, section "International Mobility". A map of partner universities for each programme is also available in the same section.



### **Procedures for students selected for the short-term mobility**

- 1) Once a student has been accepted by the partner university, the Learning Agreement (LA) must be prepared and submitted via the Online Learning Agreement (OLA) platform for validation by both POLIMI and the partner university.
- 2) When drawing up the LA, there should be a reasonable equivalence between the courses selected by the candidate among those offered by the partner university and the corresponding courses that can be recognised by POLIMI. The equivalence will be assessed in terms of ECTS credits and in terms of course content/topics/learning outcomes. For this purpose, multiple courses may be combined if necessary. For example, 2 courses from the partner university with a workload of 4 ECTS and 6 ECTS (for a total of 10 ECTS) can be selected to be considered equivalent to a 10 ECTS course at POLIMI. When comparing the workload in terms of ECTS credits, a difference of up to 25% can be accepted for each course, while differences in the total workload should be limited to 5% (10% in exceptional cases). Language courses cannot be recognised by POLIMI.
- 3) For partner universities that do not adopt the ECTS credit system (typically extra-EU partner universities), a conversion factor is calculated by comparing the total annual workload at POLIMI (typically 60 ECTS) with the annual workload at the partner university, quantified according to the local scale.
- 4) The Exchange Coordinator checks that the proposed LA complies with the applicable regulations, approves the LA or requests changes if necessary. The approved LA must be signed by the Exchange Coordinator, the student and the partner university.
- 5) If a student needs to modify the approved LA during the mobility, the Exchange Coordinator must be contacted for evaluation and validation of the proposed changes.
- 6) Students wishing to prepare the final thesis during the mobility must discuss the topic with a supervisor at POLIMI (to be identified by the student according to the thesis topic) and with a local supervisor at the partner university. After the mobility, the supervisor at POLIMI will check that the work is adequate according to POLIMI standards.

### **Conversion of grades**

The grades obtained during the mobility at the partner university will be converted into the Italian grading scale by the Exchange Coordinator. The student can reject the converted grades and retake the exam at POLIMI. For the conversion of the grades, the information given in the Transcript of Records (ToR) will be used as follows:

- 1) If the partner university provides the statistical grade distribution, the grades are converted by direct comparison with the grade distribution at POLIMI for the student's specific study programme. Appendix A provides the statistical grade distributions for each study programme at ICAT School.
- 2) If the partner university does not provide local statistical data, but does provide grades according to the ECTS scale, the grade conversion will be determined by comparison with



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the statistical classes that define the ECTS scale in POLIMI for the student's specific programme (Appendix A). As the POLIMI scale is more detailed than the ECTS scale, the exchange coordinator defines the POLIMI grade by considering additional information (e.g. total workload, grade expressed in local scale units).

- 3) If the partner university does not provide any of the above information, the grade will be converted to ECTS using the tables provided by CIMEA (Information Centre on Academic Mobility and Equivalence), which can be found in Appendix B. If no information is available from CIMEA, the grade will be converted to the POLIMI scale using a simple proportion.

### **Hints and suggestions**

- In preparing for their mobility experience, students are invited to
  - attend information sessions (general and specific to each programme) organised by the International Mobility Unit and advertised on the POLIMI website
  - consult the support material available on the ICAT School website
- Selected students are invited to contact their International Mobility Coordinator in a timely manner. The list of International Mobility Coordinators is available on the School website. The International Mobility Coordinator will assist you in preparing the Learning Agreement. Please allow at least 1 week for any validation/assistance from the exchange coordinator.



**Attachment A**

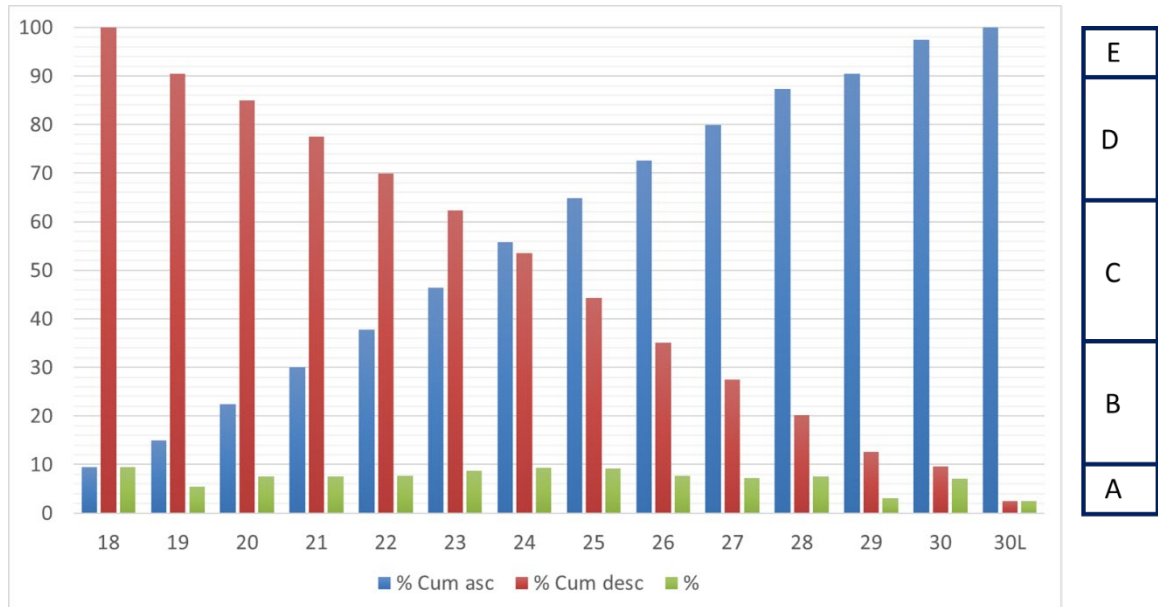


Figure A.1 – Grade statistical distribution for students enrolled in the B.Sc. in Civil Engineering

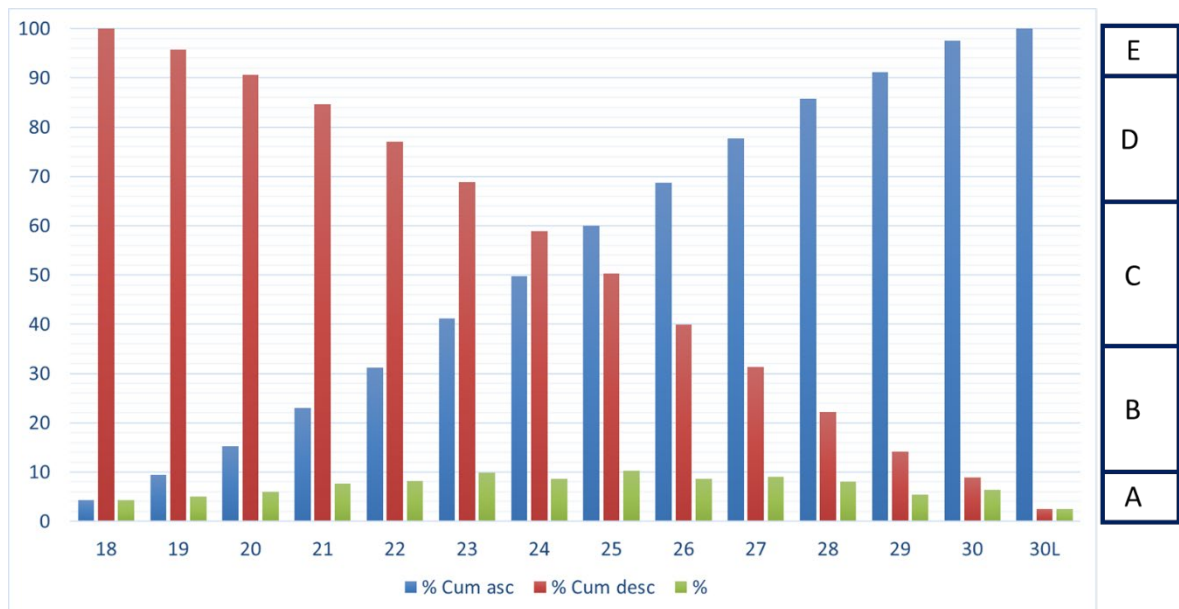


Figure A.2 – Grade statistical distribution for students enrolled in the B.Sc. in Environmental and Land Planning Engineering

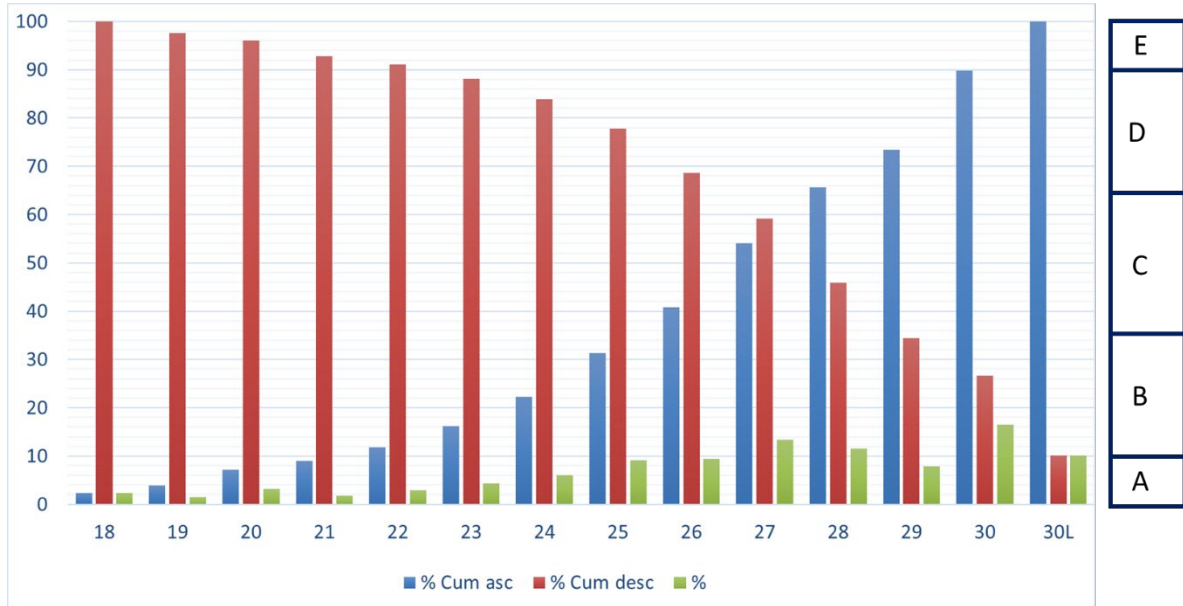


Figure A.3 – Grade statistical distribution for students enrolled in the M.Sc. in Civil Engineering

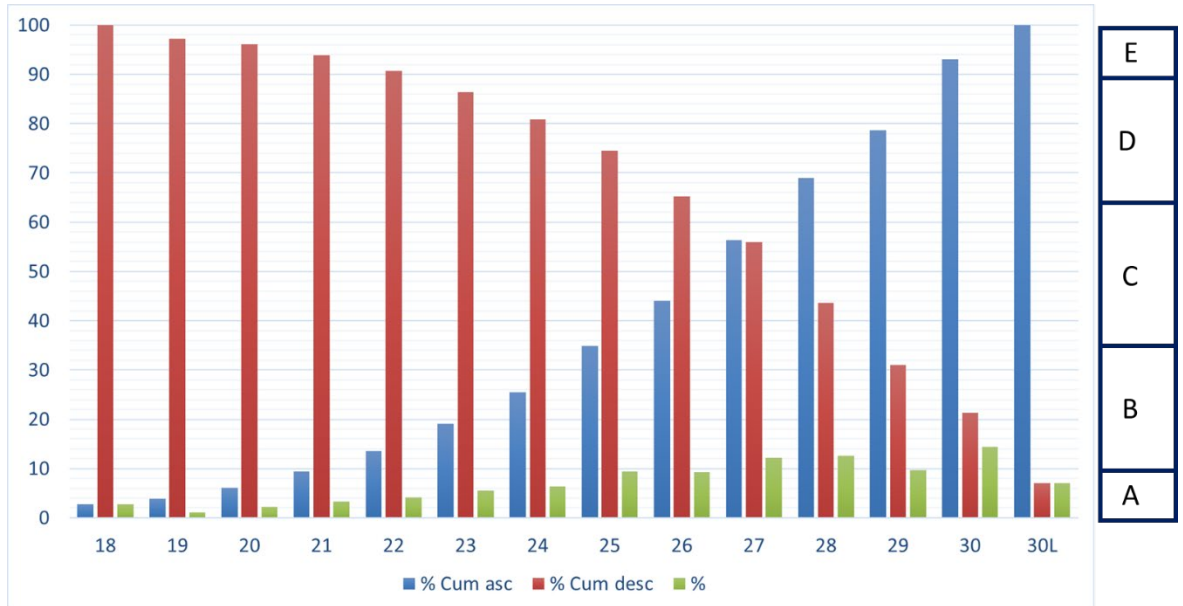


Figure A.4 – Grade statistical distribution for students enrolled in the M.Sc. in Environmental and Land Planning Engineering

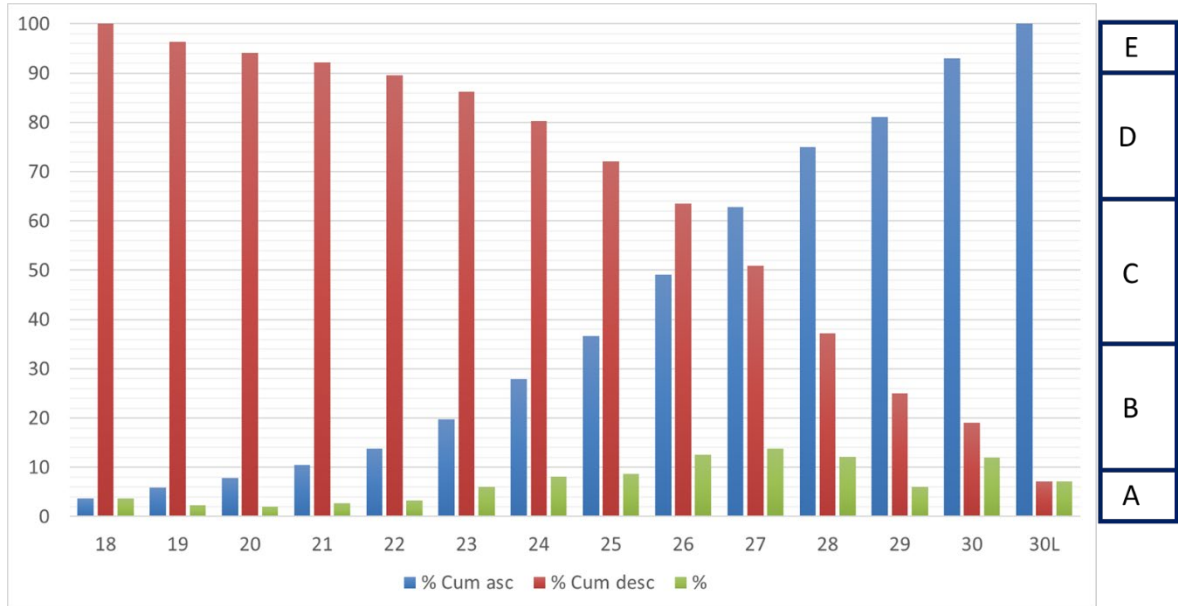


Figure A.5 – Grade statistical distribution for students enrolled in the M.Sc. in Civil Engineering for Risk Mitigation (Lecco campus)

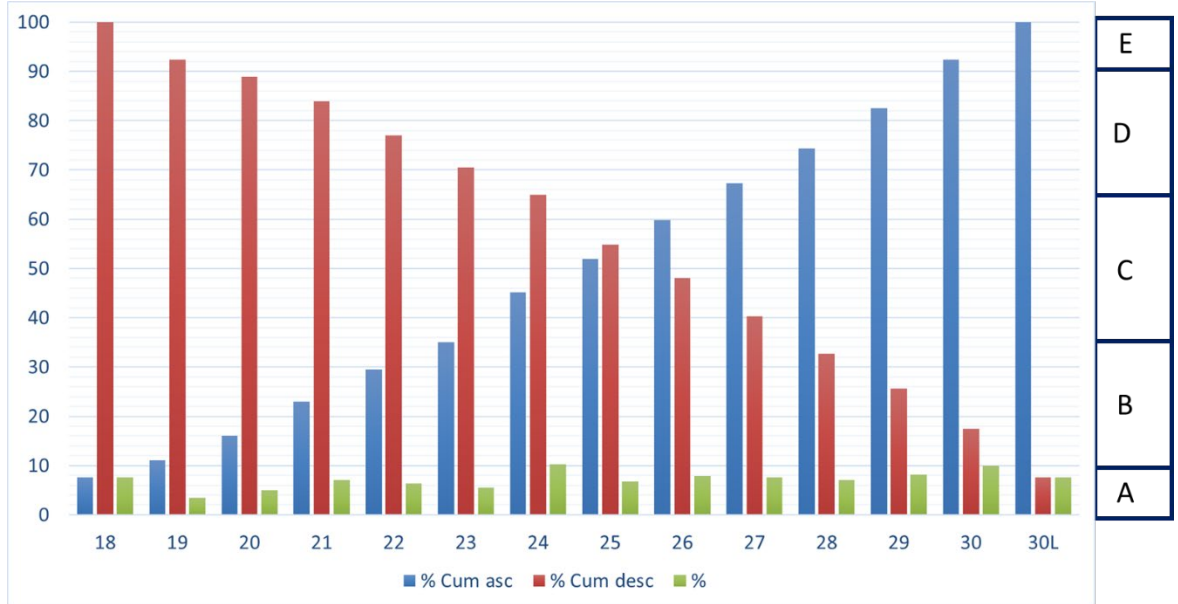


Figure A.6 – Grade statistical distribution for students enrolled in the M.Sc. in Geoinformatics



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## Attachment B

UE						
ECTS Grade	A	B	C	D	E	F
Austria	1 Sehr Gut	1 Sehr Gut	2 Gut	3 Befriedigend	4 Genugend	5 Nicht Genugend
Belgio	20 - 18	17 - 16	15 - 14	13 - 12	11	11 - 0
Bulgaria	6	5	4	3	3	2
Cecoslovacchia	1	1	2	2	3	4
Cipro	10 - 8,5	8,49 - 7	6,9 - 6,5	6,49 - 5,75	5,74 - 5	4,9 - 0
Croazia	5	5	4	3	2	1
Estonia	5 - A	4 - B	3 - C	2 - D	1 - E	0 - F
Finlandia	5	5	4	3	2	1
Francia	20 - 18	17 - 16	15 - 13	12 - 11	10 - 9	8 - 0
Germania	1 - 1,3	1,4 - 1,6	1,7 - 2,1	2,2 - 3,1	3,2 - 4	4,1 - 5
Grecia TUC	10 - 9,5	9,49 - 9	8,9 - 8	7,9 - 7	6,9 - 5	4,9 - 0
Lituania	10	9	8 - 7	6 - 5	4	3 - 1
Olanda	10	9	8 - 7	6	5	4 - 1
Polonia	5	4,9 - 4,3	4,2 - 3,6	3,5 - 3,1	3,0 - 2,2	2,1
Portogallo	20 - 19 - 18	17 - 16	15 - 14	13 - 12	11 - 10	9 - 0
Regno Unito	70 - 100	66 - 69	59 - 65	51 - 58	40 - 50	0 - 39
Spagna	10 - 8,5	8,5 - 7,6	7,5 - 6,8	6,7 - 6	5,9 - 5	4,9 - 0

EXTRA UE						
ECTS Grade	A	B	C	D	E	F
Argentina	10	9	8 - 7	6 - 5	4,9 - 4	3,9 - 0
Australia	A - 7	B - 6	C - 5	D - 4	E - 3	F - 2/1
Brasile	10 - 9	8,9 - 7	6,9 - 5	4,9 - 4	3,99 - 3	2,9 - 0
Canada	A	A / A-	B / B+	B- / C+	C- / D	E / F
Chile	7	6	5,9 - 5,5	5,4 - 4,7	4,6 - 4	3,9 - 3
China	100 - 93	92 - 85	84 - 78	77 - 70	69 - 60	59 - 0
Colombia	5 - 4,6	4,59 - 4	3,99 - 3,5	3,49 - 3	3,49 - 3	2,99 - 0
Cuba	5	5	4	3	3	2 - 0
Giappone	100 - 90 Shu	89 - 85 Yu	85 - 79 Ryo	78 - 70 Ka	69 - 60 Ka	59 - 0 Fuka
Israele	Excellent	Very Good	Good	Fair	Pass	Fail
Libano French	20 - 18	17,9 - 16	15,9 - 14	13,9 - 12	11,9 - 10	<10
Libano American	100 - 90	89 - 85	85 - 79	78 - 70	69 - 60	59 - 0
Korea	100 - 90	89 - 85	85 - 79	78 - 70	69 - 60	59 - 0
Messico	10 or 100	9 or 90	8 or 80	7 or 70	6 or 60	5 or 50
Peru	20 - 19	18 - 17	16 - 15	14 - 13	12 - 11	10 - 0
Syria	Honour / Al Sharaf	Distinction - al Imityaz	Very good - Jayyd Jiddanr	Good - Jayyd	Pass - Maqbul	Fail
Taiwan	100 - 80	79 - 70	79 - 70	69 - 60	69 - 60	59 - 0
Uruguay	12	11 - 10	9 - 8	7	6	5 - 1
USA	A	A / A-	B / B+	B- / C+	C- / D	E / F