



POLITECNICO
MILANO 1863

SCUOLA DI INGEGNERIA CIVILE AMBIENTALE E TERRITORIALE

DRAFT OF

**Procedure for the international 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 3, 2020

Eligibility and constraints

- 1) POLIMI students, regularly enrolled in the ICAT School can apply for a short-term International Mobility period valid for the M.Sc. degree. The minimum CFU requirement for Bachelor students is 100 CFU with an average grade of 23/30.
- 2) Bachelor students that have obtained 55 CFU with an average grade of 23/30 can apply for a short-term International Mobility period valid for the B.Sc. degree. In this case, the short-term mobility is limited to 6 months.
- 3) For both Bachelor and Master students, the maximum duration of the short-term mobility program is of one year (even divided into non-consecutive periods). For every study cycle (i.e., Bachelor and Master), the maximum number of CFU collected during the mobility that can be recognized by POLIMI is 60 (excluding students enrolled in a Double Degree program).
- 4) Students are allowed to prepare their Thesis during a short-term mobility program.

Application Procedure

- 1) Candidates select their preferred destinations among the Partner Universities available for their study program. Details on the Partner Universities and the maximum number of preferences are available in the POLIMI site and in the regulations of each specific Mobility Call.
- 2) According to the final ranking, candidates are informed about the results of the selection procedure and, if applicable, of the assigned Partner University.
- 3) Selected students must timely contact their reference Exchange Coordinator. The list of the Exchange Coordinators is available in the School webpage. The Exchange Coordinator supports the candidate in drafting the Learning Agreement.
- 4) In drafting the Learning Agreement, 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 should hold. The equivalence is evaluated in terms of ECTS credits and in terms of the course content/topics/learning achievements. To this purpose, multiple courses can be summed up, if needed. For instance, 2 courses from the Partner University with a workload of 4 ECTS and 6 ECTS (for total of 10 ECTS) can be selected to be considered as equivalent to a 10 ECTS course



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at POLIMI. When comparing the workload in terms of ECTS credits, a difference of up to 20% can be accepted, while differences in the total workload should be limited to 5% (10% in exceptional cases).

- 5) For Partner Universities that do not apply the ECTS credit system (typically Extra-EU Partner University), a conversion factor is computed by comparing of the total annual workload at POLIMI (typically 60 ECTS), with the annual workload at the Partner University as quantified according to the local scale.
- 6) The Exchange Coordinator verifies that the proposed Learning Agreement (LA) is compatible with the regulations in force, approves the LA or asks for modifications, if required. The approved LA must be signed by the Exchange Coordinator, the student, and the Partner University.
- 7) If any student needs to modify the approved LA during the mobility, the Coordinator has to be contacted for the validation of the proposed changes.
- 8) If any student wishes to prepare her/his final thesis during the mobility, the topic must be discussed with the Supervisor at POLIMI and with a local Supervisor at the Partner University. After the mobility, the Supervisor at POLIMI will verify that the work is adequate according to the POLIMI standards.
- 9) Enrolling in a thesis abroad without the approval of a Supervisor at POLIMI is not allowed.

Conversion of grades

The grades obtained during the mobility at the Partner University are converted in the Italian grading scale (18-30) by the Exchange Coordinator. The student can reject the converted grades and retake the exam at POLIMI. For the conversion of grades, the information reported in the Transcript of Records (ToR) will be used as follows:

- 1) If the ToR provides the statistical distribution of grades at the Partner University, the grades will be converted by direct comparison against the grade distribution at POLIMI, for the student's specific study course. Attachments A, B and C provide the guidelines as suggested by the ECTS grading system.
- 2) If the Partner University does not provide local statistical data, but it provides grades according to the ECTS scale, the grade will be determined by comparison with the statistical classes that define the ECTS scale at POLIMI for the student's specific study programme (Attachments A, B and C). As the POLIMI scale (18-30) is more detailed than the ECTS scale, the Exchange Coordinator will define the POLIMI grade by taking additional information into account (e.g. the total workload, grade expressed in the local scale units).



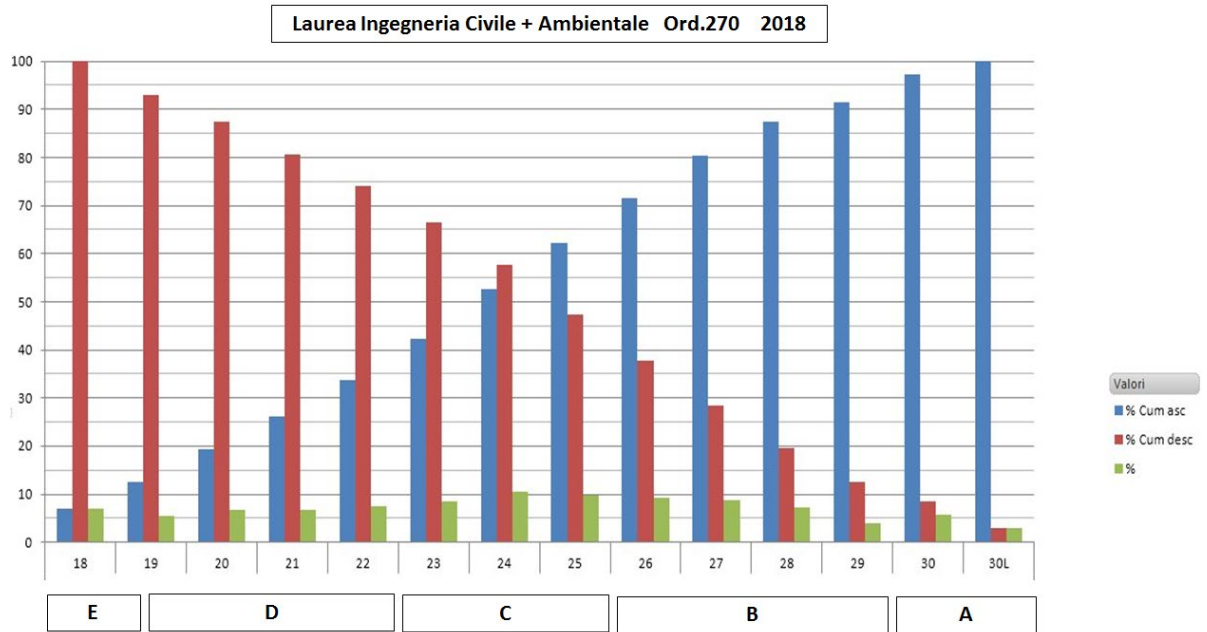
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- 3) If the Partner University does not provide any of the previously mentioned methodologies, the grade will be converted in ECTS using the tables provided by CIMEA (Information Centre on Academic Mobility and Equivalence), reported in Attachment D. If no information is available from CIMEA, the grade will be converted in the 18-30 scale using a simple proportion.



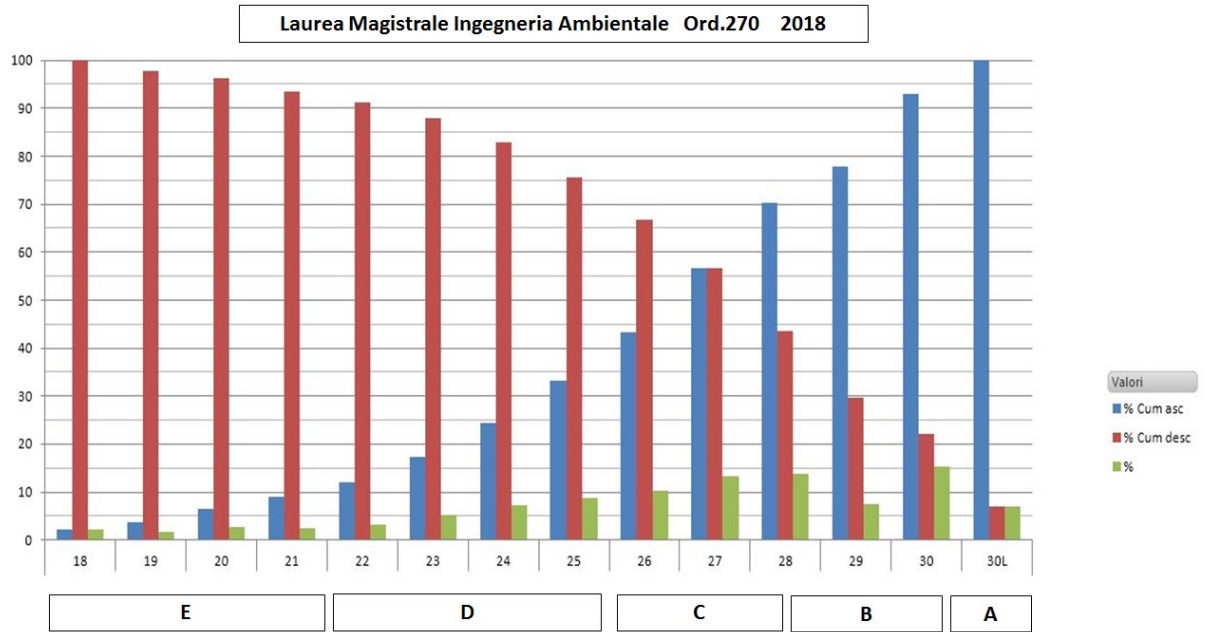
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Attachment A





Attachment B





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Attachment D

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