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Guide to Changing Degree Programme and Transfers AY 2024/25

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Laurea (equivalent to Bachelor Degree) Programmes

1 Changing from a Design School study programme to a new Design School study programme

1.1 Admission rules

The following admission rules are defined:

- a) students enrolled in the 1st year are not allowed, in the same year of enrolment, to transfer to another study programme at the Politecnico.
- b) students coming from a Design School study programme may change their Design programme by competing in the **merit ranking** or by **taking the Design entrance test (TOLD)**.

1.2 Evaluation parameters and merit ranking

The admission by merit ranking is exclusively reserved to students already enrolled at the School of Design, since they have already passed a valid entrance test to be admitted to the School.

The School of Design at Politecnico di Milano has decided to limit the number of changes within programmes of the School by merit ranking.

Below is the table with the number of places available for each Degree Programme:

<i>Degree Programme</i>	<i>Location</i>	<i>Total Admissions</i>	<i>Admissions by merit ranking</i>
DESIGN DEL PRODOTTO	Milano Bovisa Campus	300	30
DESIGN DEGLI INTERNI	Milano Bovisa Campus	300	30
DESIGN DELLA COMUNICAZIONE	Milano Bovisa Campus	180	10
DESIGN DELLA MODA	Milano Bovisa Campus	150	15

The merit ranking is established on the basis of the **weighted average of the examinations taken at the date the ranking is published**.

The formula applied for the calculation of the average is determined by [sum of (gradexCFU)/CFU sum]; honors and validations without a grade aren't taken into account.

The filter parameters are:

- Exam status (passed);
- Course position (required and independent, not "as extra");
- Date of the exam grade registration (within the date the ranking is published).

The merit ranking will be published at the end of July (see notices on www.design.polimi.it).

1.3 How to submit a request to change degree course or transfer from another university

The students of the School of Design, in order to apply for changing their Design School study programme to a new one must access the Online Services and click on "Three-year and single-cycle degrees: course transfers and admission with previous career".

These proceedings will send the **request for evaluation of the previous career**. This step is essential to assess the previous career and have recognized any examination (this application procedure is mandatory for all students, regardless the fact they request exams recognition or not - see section 3).

The deadlines and proceedings to request the online evaluation of the previous career, including information on the relevant payment are published on the Polimi website.

In order to change the study programme by **taking the Design entrance test (TOLD)** students need to register to the test, following the proceedings within the deadlines published on the Polimi website.

2 Changing from a Programme of the Auic-Arch School or the Engineering School to a Design School one, Transfers from other Universities

2.1 Admission rules

Students coming from the Schools of Engineering and the School of Architecture of the Politecnico or transferring from other Universities can change their Programmes or transfer to a Design programme of the School of Design by only **taking the Design entrance test (TOLD)**;

For **students coming from other universities, it is essential to acquire at least 60 CFU at Politecnico di Milano in order to obtain a Laurea degree from this university**. It should be noted that only credits relating to curricular subjects will be included in the calculation of these CFU credits, and that those registered for internships or final exams won't be taken into account.

2.2 How to submit a request to change degree course or transfer from another university

Students coming from the Schools of Engineering and the School of Architecture of the Politecnico or transferring from other Universities in order to change their Programmes or transfer to a Design one need to:

- a. **Register to the Design entrance test (TOLD)**, following the proceedings and within the deadlines published on the Polimi website;
- b. Send the **request for evaluation of the previous career**, entering the Online Services and clicking on "Three-year and single-cycle degrees: course transfers and admission with previous career".

These proceedings will send the **request for evaluation of the previous career**. This step is essential to assess the previous career and have recognized any examination (this application procedure is mandatory for all students, regardless the fact they request exams recognition or not - see section 3).

The deadlines and proceedings to request the online evaluation of the previous career, including information on the relevant payment, are published on the Polimi website.

3 Recognition of courses

Verification of the passed examinations and any possible recognition of courses is carried out by the Transition/Transfer Commission and formalized by the Board of Study of the Programme of destination.

If the applicant has not taken any examinations or does not intend to apply for any recognition from the previous career, will need to request the evaluation of the previous career, accessing the Online Services selecting the "**no evaluation required**" option.

This choice cannot be changed at a later date.

It is, however, possible to withdraw the request of recognition, once the evaluation has been made: **this request must be sent by email thorough the Online Services within the deadline for submitting the study plan.**

The formalization of enrolment in the new study programme and/or the acceptance of recognition of examinations may impact on **the calculation of the N and V parameters** (parameters that allow automatic admission to the Master's Degree Courses, and that are based on the number of examinations and the average on 10th October of the 2nd year of enrolment).

For students who have **transferred**, the system starts calculating the parameters, **in case of exams recognition**, from the year of enrolment at the university of origin; for students who have changed their study programme or School, the system considers **the first year of enrolment** at Politecnico di Milano. By accepting the change of enrolment context and/or the exams recognition, the student accepts the calculation of the parameters according to the University's indications. Requests to recalculate these parameters will not be accepted.

The student can view the N and V parameters by accessing Online services -> teaching career -> average exams and N and V parameters.

Please refer to the [explanatory table of the NV Parameter Calculation](#).

We give notice to students requesting to change from a Design School study programme to a new Design School one or to change from a Programme of the Auic-Arch School or the Engineering School to a Design School one or to transfer from other Universities that all laurea study programmes are subject to periodic revisions, so it is not possible to give a prior guidance on possible recognition/validation of courses.

Find enclosed a table showing only possible recognition of exams in case of passage from a Design School study programme to a new Design one (Att. 1).

Laurea Magistrale (equivalent to Master of Science) Programmes

Transitions and Transfers Master's Degree Courses

Students already accepted on the Politecnico di Milano Master's Degree Courses and those coming from other universities must submit **an application to transfer their course** by accessing the Online Services and referring to the deadlines and procedures for admission to the Master's Degree Courses (Online Services, section "Admission to the Master's Degree Course for students who graduated in Italy: application, transfer of course, consultation of results and enrolment")

Transition and Transfer applications are only possible in the 1st semester of each academic year.

Transition and Transfer applications for applicants who do not require curricular integration will be assessed: if it becomes necessary to assign curricular integration, the applicant's application will be processed together with those of applicants who have applied for admission with a need to fill in educational gaps (see the Guide to Admission to Master's Degree Courses).

1 Applications to transfer enrolled students to Master's Degree Courses at Politecnico di Milano

The School of Design of Politecnico di Milano, considering the teaching resources available and the ministerial regulations on minimum requirements, has decided to limit the number of admissions via a request of Transition to the two-year Master's Degree Course. The numbers scheduled for Transition requests for the School of Design's degree programmes are:

Masters Degree **Integrated Product Design** (Milan campus): **2** places. Masters Degree **Design for the Fashion System** (Milan campus): **2** places. Masters Degree **Communication Design** (Milan campus): **2** places.

Masters Degree **Interior and Spatial Design** (Milan campus): **2** places.

Masters Degree **Design & Engineering - Industrial Product Design and Engineering** (Milan campus): **2** places.

Masters Degree **Product Service System Design** (Milan campus): **1** place Masters Degree **Digital and Interaction Design** (Milan campus): **1** place.

The weighted average pre-requisite will be checked before the application is assessed (only for candidates with an Italian bachelor degree from other schools). The weighted average referred to is that of the Bachelor's Degree awarded and not that of any Master's Degree courses.

First of all will be checked the presence of students with N and V parameters in direct continuity for the Master Degree they applied for.

After that the School of Design will draw up a merit list, assigning a score to the documentation provided according to the same criteria for the evaluation of new students. Those who do not obtain a positive score on the project portfolio (i.e. equal to or greater than 30/50) will be considered ineligible for the Transition.

When assessing the educational activities of the curriculum, the Commissions will check the ECTS credits obtained in the Master's Degree course of origin and the number of ECTS validated in the new course.

Students enrolled in the 1st year of the Master's Degree are not allowed, in the same year of enrolment, to transfer to another course at Politecnico.

2 Transfer applications of enrolled students from other universities

Students enrolled in Master's Degree Courses at other universities will be admitted within the limit of the number of available places for new admissions (for information about when and how to submit an application and how to be included on the merit list, see the Guide to Admission to Master's Degree Courses to check the number of places available for admissions).

Before the application is assessed, the pre-requisite of a weighted average for admission to the assessment (only for candidates with a three-year Italian qualification) and possession of English language certification will be checked.

The weighted average referred to is that of the Bachelor's Degree awarded and not that of any Master's Degree Magistrale.

3 Documents to be submitted in order to assess the application

Students applying for a **Transition from a Master's Degree course at the University** must upload their project portfolio, motivational letter, CV and study plan of the previous Bachelor Degree.

For applicants transferring from another university, in addition to the above materials, it is necessary to produce appropriate language certification and self-certification of the weighted average of the three years. The study plan of the student's home university with the exams taken at the date of application is also required.

4 Validations

Verification of the examinations taken and any related assignment of validations is carried out by the Transition/Transfer Commission and formalised by the Council of the programme of destination.

For students coming from other universities, it is essential to acquire at least 60 ECTS at Politecnico di Milano in order to obtain a degree from this university. It should be noted that only those relating to curricular subjects will be included in the calculation of these ECTS credits and that those envisaged for internships or final examinations cannot be taken into account.

The table in Att. 2 shows the possible validations for those coming from Masters Degrees in the School of Design who wish to apply for a transition to another Master's Degree course in the School of Design: since all Masters Degree share the same number of ECTS credits of elective courses, it is advisable for the applicant to have passed at least these courses at the time of application.

Since the educational objectives of the Masters Degree are very specific and the study manifestos are consequently different, possible validations are limited.

1. Changing from a Design School study programme to a new Design School study programme - possible recognitions

DO YOU WANT TO CHANGE TO DESIGN DEL PRODOTTO INDUSTRIALE? POSSIBLE VALIDATIONS

		1st YEAR						
PASSED EXAMS:		Lab. del Disegno	Lab. Strumenti e metodi del progetto	Lab. di Elementi visivi	Lab. di Design del prodotto industriale 1	Storia del Design	Curve e superfici per il Design	Materiali per il design
CURRENT PROGRAMME	Design degli Interni	Lab. del Disegno + Strumenti e metodi del progetto		Lab. Elementi visivi		Storia del design e dell'architettura	Curve e superfici per il Design	Convalida parziale Materiali per il design degli interni
	Design della comunicazione	Lab. del Disegno				Storia del design e dell'architettura	Curve e superfici per il Design	
	Design della moda			Lab. Elementi visivi		Storia del design e dell'architettura	Curve e superfici per il Design	Convalida parziale Materiali per il design
	Interaction Design			User Interfaces Design Studio		History of Design & Interfaces		

		2nd YEAR (possible validations only)		
PASSED EXAMS:		Lab. di metaprogetto	Lab. di rappresentazione digitale	Studi sull'utente (fino al 2024)/Ai per il design (dal 2025)
CURRENT PROGRAMME	Design degli Interni	Lab. di metaprogetto	Strumenti di modellazione + Metodi di progettazione	
	Design della comunicazione	Lab. di metaprogetto		
	Design della moda	Lab. di metaprogetto		
	Interaction Design	UX Design Studio	Prototyping Studio	Ethics for Interaction Design

		3rd YEAR (possible validations only)		
PASSED EXAMS:		Design per la sostenibilità ambientale	Strategia, economia e gestione del progetto	3rd year elective courses (validation of a maximum of 12 cfu = 2 elective courses)
CURRENT PROGRAMME	Design degli Interni		Strategia, economia e gestione del progetto	Depending on the offer of elective courses
	Design della comunicazione		Strategia, economia e gestione del progetto	Depending on the offer of elective courses
	Design della moda		Strategia, economia e gestione del progetto	Depending on the offer of elective courses
	Interaction Design	Sustainable Interaction Design	Strategia, economia e gestione del progetto/Economic Sustainability	Depending on the offer of elective courses

DO YOU WANT TO CHANGE TO **DESIGN DEGLI INTERNI**? POSSIBLE VALIDATIONS

		1st YEAR						
CURRENT PROGRAMME	PASSED EXAMS:	Lab. del Disegno	Lab. Strumenti e metodi del progetto	Lab. di Elementi visivi	Lab. di Fondamenti del progetto	Storia del design e dell'architettura	Curve e superfici per il Design	Materiali per il design degli interni
	Design del Prodotto Industriale	Lab. del Disegno + Lab. Strumenti e metodi del progetto		Lab. Elementi visivi		Storia del design	Curve e superfici per il Design	Materiali per il design
	Design della comunicazione	Lab. Di Disegno + Culture visive e sistemi iconografici		Lab. Elementi visivi + Culture visive e sistemi iconografici		Storia del design e dell'architettura	Curve e superfici per il Design	
	Design della moda	Lab. Di Disegno		Lab. Elementi visivi		Storia del design e dell'architettura	Curve e superfici per il Design	Materiali per il design
	Interaction Design			User Interfaces Design Studio		History of Design & Interfaces		

		2nd YEAR (possible validations only)		
CURRENT PROGRAMME	PASSED EXAMS:	Lab. di metaprogetto	Strumenti di modellazione	Storia dell'arte moderna
	Design del Prodotto Industriale	Lab. di metaprogetto	Strumenti di modellazione + Metodi di progettazione	
	Design della comunicazione			
	Design della moda			Arte & Arti dalla Storia al Design
	Interaction Design	UX Design Studio		

		3rd YEAR (possible validations only)		
CURRENT PROGRAMME	PASSED EXAMS:	Design e arti	Strategia, economia e gestione del progetto	3rd year elective courses Max 12 cfu
	Design del Prodotto Industriale		Strategia, economia e gestione del progetto	Depending on the offer of elective courses
	Design della comunicazione	Storia dell'arte contemporanea	Strategia, economia e gestione del progetto	Depending on the offer of elective courses
	Design della moda		Strategia, economia e gestione del progetto	Depending on the offer of elective courses
	Interaction Design		Strategia, economia e gestione del progetto/Economic Sustainability	Depending on the offer of elective courses

DO YOU WANT TO CHANGE TO DESIGN DELLA COMUNICAZIONE? POSSIBLE VALIDATIONS

		1st YEAR							
CURRENT PROGRAMME	PASSED EXAMS:	Lab. del Disegno	Culture visive e sistemi iconografici	Lab. di Elementi visivi	Lab. di Grafica editoriale	Storia del design e dell'architettura	Curve e superfici per il Design	Typographic design	Fondamenti di informatica per il web
	Design del Prodotto Industriale	Lab. del Disegno				Storia del design	Curve e superfici per il Design		
	Design della comunicazione	Lab. del Disegno				Storia del design e dell'architettura	Curve e superfici per il Design		
	Design della moda					Storia del design e dell'architettura	Curve e superfici per il Design		
	Interaction Design					History of Design & Interfaces			

		2nd YEAR (possible validations only)
CURRENT PROGRA	PASSED EXAMS:	Strategia, economia e gestione del progetto
	Design del Prodotto Industriale	Strategia, economia e gestione del progetto
	Design della comunicazione	Strategia, economia e gestione del progetto
	Design della moda	Strategia, economia e gestione del progetto
	Interaction Design	Strategia, economia e gestione del progetto

		3rd YEAR (possible validations only)	
CURRENT PROGRA	PASSED EXAMS:	Storia dell'arte contemporanea	3rd year elective courses Max 12 cfu
	Design del Prodotto Industriale		Depending on the offer of elective courses
	Design della comunicazione	Design e arti	Depending on the offer of elective courses
	Design della moda		Depending on the offer of elective courses
	Interaction Design		Depending on the offer of elective courses

DO YOU WANT TO CHANGE TO **DESIGN DELLA MODA**? POSSIBLE VALIDATIONS

		1st YEAR						
CURRENT PROGRAMME	PASSED EXAMS:	Lab. del Disegno	Lab. Strumenti e metodi del progetto	Lab. di Elementi visivi	Lab. di progetto moda 1	Storia del design e dell'architettura	Curve e superfici per il Design	Materiali per il design degli interni
	Design del Prodotto Industriale			Lab. Elementi visivi		Storia del design	Curve e superfici per il Design	Materiali per il design
	Design della comunicazione			Lab. Elementi visivi		Storia del design e dell'architettura	Curve e superfici per il Design	Materiali per il design degli interni
	Design della moda			Lab. Elementi visivi		Storia del design e dell'architettura	Curve e superfici per il Design	
	Interaction Design			User Interfaces Design Studio		History of Design & Interfaces		

		2nd YEAR (possible validations only)	
CURRENT PROGRAMME	PASSED EXAMS:	Strategia, economia e gestione del progetto	Arte & Arti dalla Storia al Design
	Design del Prodotto Industriale	Strategia, economia e gestione del progetto	
	Design della comunicazione	Strategia, economia e gestione del progetto	Storia dell'arte moderna
	Design della moda	Strategia, economia e gestione del progetto	
	Interaction Design	Strategia, economia e gestione del progetto/Economic Sustainability	

		3rd YEAR (possible validations only)	
CURRENT PROGRAMME	PASSED EXAMS:		3rd year elective courses Max 12 cfu
	Design del Prodotto Industriale		Depending on the offer of elective courses
	Design della comunicazione		Depending on the offer of elective courses
	Design della moda		Depending on the offer of elective courses
	Interaction Design		Depending on the offer of elective courses

DO YOU WANT TO CHANGE TO INTERACTION DESIGN? POSSIBLE VALIDATIONS

		1st YEAR						
CURRENT PROGRAMME	PASSED EXAMS:	User Interface Design Studio	Theories of Interaction Design	Basics of programming	Architecture of Embedded and Connected Systems	History of Design & Interfaces	Prototyping Studio	Interaction Design Basics Studio
	Design del Prodotto Industriale	Laboratorio di Elementi visivi				Storia del design	Laboratorio di Rappresentazione digitale	
	Design della comunicazione	Laboratorio di Elementi visivi				Storia del design e dell'architettura		
	Design della moda	Laboratorio di Elementi visivi				Storia del design e dell'architettura		
	Interaction Design	Laboratorio di Elementi visivi				History of Design & Interfaces		

		2nd YEAR (possible validations only)	
CURRENT PROGRAMME	PASSED EXAMS:	UX Design Studio	Sustainable Interaction Design
	Design del Prodotto Industriale	Lab. di metaprogetto	Design per la sostenibilità ambientale
	Design della comunicazione		
	Design della moda	Lab. di metaprogetto	
	Interaction Design		

		3rd YEAR (possible validations only)		
CURRENT PROGRAMME	PASSED EXAMS:	Economic Sustainability	Ethics for Interaction Design	3rd year elective courses Max 12 cfu
	Design del Prodotto Industriale	Strategia, economia e gestione del progetto	Studi sull'utente/AI per il design	Depending on the offer of elective courses
	Design della comunicazione	Strategia, economia e gestione del progetto		Depending on the offer of elective courses
	Design della moda	Strategia, economia e gestione del progetto		Depending on the offer of elective courses
	Interaction Design	Strategia, economia e gestione del progetto		Depending on the offer of elective courses

2. Changing Master's Degree Courses by students already enrolled at Politecnico di Milan - possible recognitions

Target university degree Current university degree	Courses taught at the university degree <i>(only those giving rise to validation in some Masters Degrees are indicated)</i>	IPD	INT	COM	MOD	D&E	PSSD	DID
Integrated Product Design (IPD)	Strategic Design				Design for management/Business innovation	Design and corporate economics	Business innovation	Business innovation
	Materials and manufacturing for design					Design & manufacturing		
	Innovation cultures and theories				Communication for fashion			
	Product development laboratory					Product Development Studio 1		
	Concept Workshop							Workshop of choice in 1st year
	Workshop			Workshop 1 (content assessment)			PSS Design (seminars)	Workshop (content assessment)
	Optional course 1 Optional course 2		Optional course 1 Course of choice 2 (only if teaching ICAR/12 or ICAR/22)	Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Optional course 2
Interior and Spatial Design (INT)	Workshop 1-2 semester							1st year laboratory of choice (content assessment)
	Arts and language/Italian culture							
	Optional course 1 Optional course 2	Optional course 1 Optional course 2		Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Optional course 2 (only if SSD ICAR/13)
Communication Design (COM)	Interaction Design Lab/Interaction Design Studio							Workshop of choice 1st year
	Semiotics					Semiotics		
	Workshop 1	Workshop (content assessment)					PSS Design (seminars) (content)	Workshop (content assessment)

							assessment)	
	Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Course of choice 2 (only if teaching ICAR/12 or ICAR/22)		Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Optional course 2 (only if SSD ICAR/13)
Design for the Fashion System	Communication for fashion	Innovation cultures and theories						
	Design for management/Business innovation					Design and corporate economics	Business innovation	
	Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Optional course 1 Course of choice 2 (only if teaching ICAR/12 or ICAR/22)	Optional course 1 Optional course 2		Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Optional course 2 (only if SSD ICAR/13)
Target university degree Current university degree	Courses taught at the university degree <i>(only those giving rise to validation in some Masters Degrees are indicated)</i>	IPD	INT	COM	MOD	D&E	PSSD	DID
Design & Engineering (D&E)	Product Development Design Studio 1	Product development laboratory						Workshop of choice 1st year
	Design and corporate economics	Strategic Design			Design for management/Business innovation		Business innovation	Business innovation
	Design & manufacturing	Materials and manufacturing for design						
	Optional course 1 Optional course 2	Optional course 1 Optional course 2	Optional course 1 Course of choice 2 (only if teaching ICAR/12 or ICAR/22)	Optional course 1 Optional course 2	Optional course 1 Optional course 2		Optional course 1 Optional course 2	Optional course 1 Optional course 2 (only if SSD ICAR/13)
Product Service System Design (PSSD)	Business innovation				Design for management/Business innovation	Design and corporate economics		Business innovation

