Academic Information

Double Degree Azerbaijan University of Architecture and Construction

Academic Year 2023-2024

INDEX

01.

Studying at the School of Design

Bachelor of Sciences (BSc)

The **BSc** programme is awarded after three years of study **(180 ECTS)**

The **credit system ECTS** represent the workload of the academic year of study

**3 YEARS
=
180 ECTS**

CREDIT SYSTEM

Each subject is assigned a **number of credits** which the student obtains when he passes the final **examination**.
The **CFU** fully coincide with **ECTS** credits.

1 CFU = 25 hours of workload

Includes lectures and other forms of instruction like: exercises, assignments and independent work

30cfu
Credits per
Semester
approx

60cfu
Credits per
Academic Year
approx

180cfu
**Credits per
three
Academic
Years**

COURSE TYPE

1 **DESIGN STUDIO (laboratorio)**
Project based course
Students are divided in sections

2 **MONODISCIPLINARY & INTEGRATED COURSES**
Project and Theory course
May host all the sections or be divided

3 **WORKSHOP & DESIGN SEMINAR**
One week full time design studio
(end of the semester: February and June)

4 **ELECTIVE COURSES**
Interdisciplinary courses
Available to all the students of the School. Students can attend them in the 1° or 2° semester

5 **FINAL EXAMINATION - THESIS**
**Individual Thesis developed**
With the guidance of a Prof. from the School of
Design

EXAMS and GRADES

Exams are graded using a **scale of 30**, where **18** is the **minimum** passing grade and **30 cum laude** the **highest**.

Students have the **possibility to refuse** the final mark and present again the exam in a next exam session (with exception of the design studios).

The **final grade** in a course can be based either on the **final examination** only or it can be based on a combination of the final examination and **course work**. The grade requirements are indicated in the course **details online** and explained at the beginning of the course.
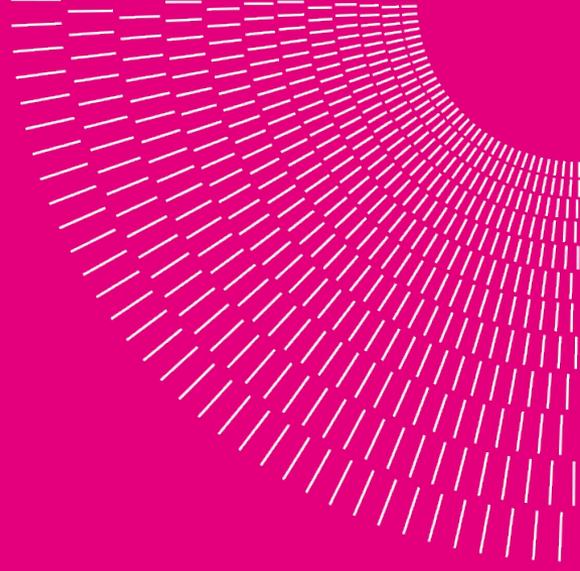
30 cum laude
30
18
0
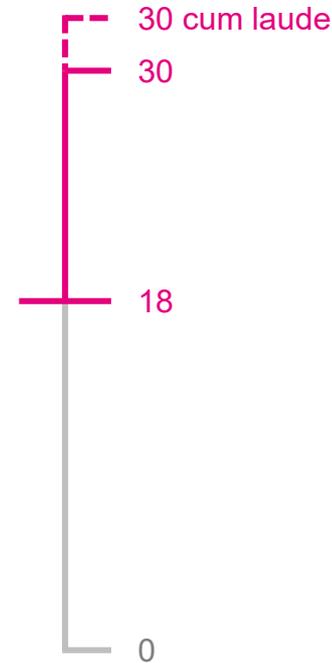
<18
Not Passed

≥18
Passed

02.

Course structure

DOUBLE DEGREE STUDENTS

AZUAC University

Double degree students from AZUAC will need to achieve 60 CFU in 1 year of study.

In the following slides you'll find the courses you'll need to attend in order to obtain the MSc Degree from Politecnico di Milano.

60 CFU
in
1 YEARS

Interior Design

STUDY PLAN – Interior Design

1st SEMESTER – 30 CREDITS

sem.	course	section	language	credits
1	**LABORATORIO DI SINTESI FINALE**	**3**	**ENG**	**18**
1	WORKSHOP (February 2024)	–	ITA	6
1	LIFE STYLE AND FASHION	–	ENG	6

2nd SEMESTER – 30 CREDITS

sem.	course	section	language	credits
2	LABORATORIO DI DESIGN DEGLI INTERNI SECT. 5	5	ITA	12
2	WORKSHOP (June 2024)	–	ITA	6
2	DESIGNING IN A MULTISPECIES WORLD	**–**	**ENG**	**6**
	INTERIOR YACHT DESIGN	**–**	**ENG**	
	THE CITY OF CARE	**–**	**ENG**	
	SHOPPING WINDOW DISPLAY	**–**	**ENG**	
2	DESIGN PER LA SOSTENIBILITA' AMBIENTALE	–	ENG	6

Optional elements   BOLD TEXT Design Studio (Laboratorio)
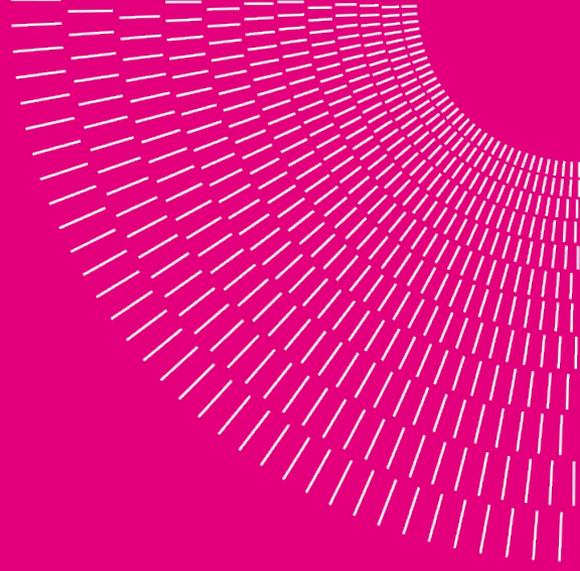
03.

Submit your Study Plan

STUDY PLAN SUBMISSION

In order to be registered in the courses, **you need to submit your study plan.**

The study plan submission for Double Degree students is available at beginning of each year. Therefore, you'll need to **select the courses held in the first and second semester.**

The **study plan submission will be visible on your online services after the enrolment** that will be done by the exchange offices around August.

Meantime you can start to identify among the optional courses (indicated in green) the courses of your preference, considering the course details and timetable, **you can't have courses overlapping since most of the courses requires the attendance.**

Watch this tutorial to see how to submit your study plan:

Study plan submission for Exchange incoming Students

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Enrolment
Done by the exchange offices

Study Plan Submission
28/08/2023 – 04/09/2023
on online services

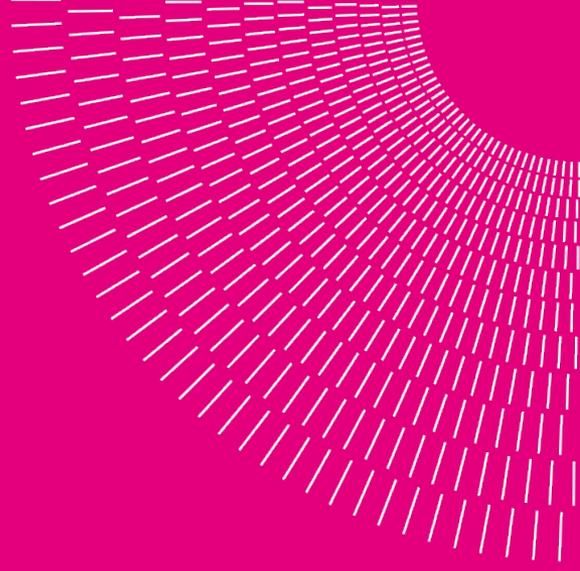**Study Plan Approval**

07/09/2023

By email from askdesign
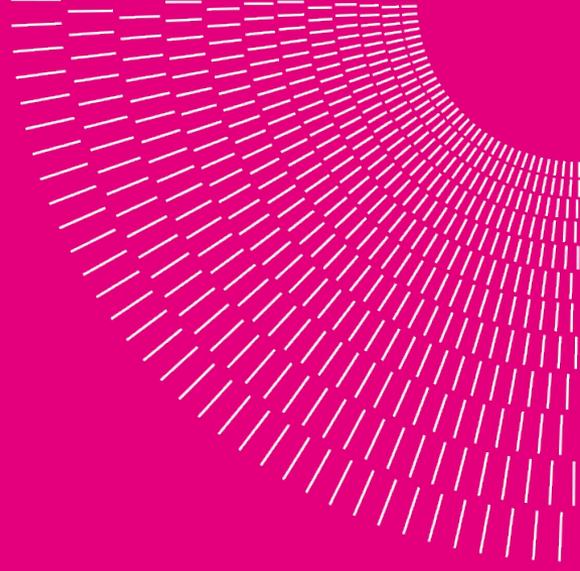
Lessons starts
13/09/2023

04.

Teaching Modalities

TEACHING MODALITIES

* The didactic activities in the **next academic year** will be offered **in presence**, even though some courses and/or lectures may be **set online**.

* Politecnico will ensure the access of the lessons in **presence in complete safety,** and in respect with the dispositions defined by the government.

ATTENDANCE

* **Courses last one semester** and are held once per year

* **The attendance in the Design studios and workshops is mandatory**: to achieve attendance, it will be necessary to acquire a minimum 80% of attendance is necessary

* **Some monodisciplinary and integrated courses, may be available for non-attending students.** It's important to check if this option is indicated in the course details. Otherwise, the attendance is required as per the Design studios

05.

Additional Information

IMPORTANT DATES

Check the school academic calendar here:

https://www.design.polimi.it/en/teaching/studying-design/lessons-timetable-calendars-and-deadlines

1ST SEMESTER

LESSONS	13 September 2023	22 December 2023
Christmas Holidays	23 December 2023	7 January 2024
Exams session	8 January 2024	17 February 2024
Workshop Week	12 February 2024	16 February 2024

2ND SEMESTER

LESSONS	19 February 2024	31 May 2024
Easter Holidays	29 March 2024	2 April 2024
Exams session	6 June 2024	27 July 2024
Workshop Week	3 June 2024	7 June 2024

WELCOME WEEK

From **5th to 11th September 2023**
Politecnico di Milano will organize the
welcome and orientation week.

We'll meet on **7th September 2023**
together with all the exchange students
incoming, to give you an overview about
our programs, academic system, etc.

The complete programme will be available
online and will include seminars and
meetings to help incoming students to
become familiar with the
university facilities, professors and staff.

**More information
about the welcome
week program here:**

Welcome Week: polimi

5 September 2023   >   **11 September 2023**

BEFORE ARRIVAL

Before arriving at Polimi you have the opportunity to join:

Buddy program: this foresees a match between international students and Politecnico students, to assist you in the phase prior to your arrival and in the first months after your arrival.

Italian courses: set up by Polimi, these courses are addressed to foreign students at Politecnico di Milano. Pay attention about the registration deadlines for the Italian courses!

You can also join a free **Online Italian course** aimed at beginners, that will guide you into the discovery of Italian language and culture.

NETWORKS AND STUDENTS ASSOCIATIONS

The **Politamtam** newsletter**:**

Poli tam tam - la newsletter degli studenti (polimi.it)
to find out about events, activities organised by student
associations and opportunities for students.

Design Students Network:
http://design.polinetwork.org/

Polimi Network:
https://polinetwork.github.io/en/

Students Associations
Representatives and Associations: polimi

EXAMS SESSION

The exam sessions are distributed during the year:

1st semester courses the exams sessions are on:
 - **February** with **2** different exams dates available
 - **July** with **2** different exams dates available
 - **September** with **1** exam date available

2nd semester courses the exams session are on:
 - **July** with **2** different exams dates available
 - **September** with **1** exam date available
 - **February** with **2** different exams dates available

The Design Studios will have only **two exam dates** scheduled and only at the end of the semester the design studio has been held.

If not passed, the Design Studios and Workshops must be re-attended the **following academic year**. Given the particular nature of the Workshops and the Design Studios, no retake exams are foreseen.

To be able to sit an exam session, you must register within the deadlines provided through the Online Services.

The evaluation that students can receive are:

Promoted
with a vote

Or

Postponed
to the next session

After the publication of the marks by the Professors, students have the possibility (before consolidating the marks) to **decline the evaluation** attributed, by replying the email in which the grades are communicated in the Polimi email.

In the absence of explicit waiver of the grade, the Professor will register the grade assigned on your career

INTERNATIONAL MOBILITY UNIT

Check the contacts here:

https://www.polimi.it/en/campuses-and-services/international-mobility/study-abroad/contacts

Where to find us

Bovisa Campus

Address: via Lambruschini 15, building 20, ground floor, 20158 Milano
"Remote" appointments: Monday-Wednesday from 10.00 am to 13.00 pm
Face-to-face appointments: Thursday from 10.00 am to 13.00 pm
doubledegrees.design@polimi.it

Answers questions about, enrolment, fiscal code, Polimi badge

Provides certifications and official documents

Provides information and support about the stay permit, visa issues, health insurance

ACADEMIC ADVISORY SCHOOL'S OFFICES

The school's offices will help you with study plan issues, timetables and courses registration. We will also provide the signature on the learning agreement for Erasmus students.

In order to contact us visit this website:

School: Send an email (polimi.it)

And select the following option:

Exchange Students - Incoming

Answers questions about Study plan issues, courses registration, timetables

Provides Learning Agreement signature

HOW TO REACH BOVISA CAMPUS

By bus 92 or tram 2
Get out at the stop "Via Imbriani -
Piazzale Bausan"

By bus 82
Get out at the stop "Via Maffucci
Via Baldinucci"

By train
Get out at the stop "Bovisa Politecnico".
Out of the station turn left.
Trains headed to Bovisa: S1, S2, S3, S4, S12,
S13

By Bike sharing (BikeMI)
Two bike stations located near Bovisa Train
station and Bausan square

**www.trenord.it/EN/   www.atm.it/
en www.bikemi.com/en/**

BOVISA CAMPUS DURANDO / CANDIANI

E   Entrance

B1   Library - 1st floor
School of Design Offices - 3rd floor

B2   Classrooms and Design Labs
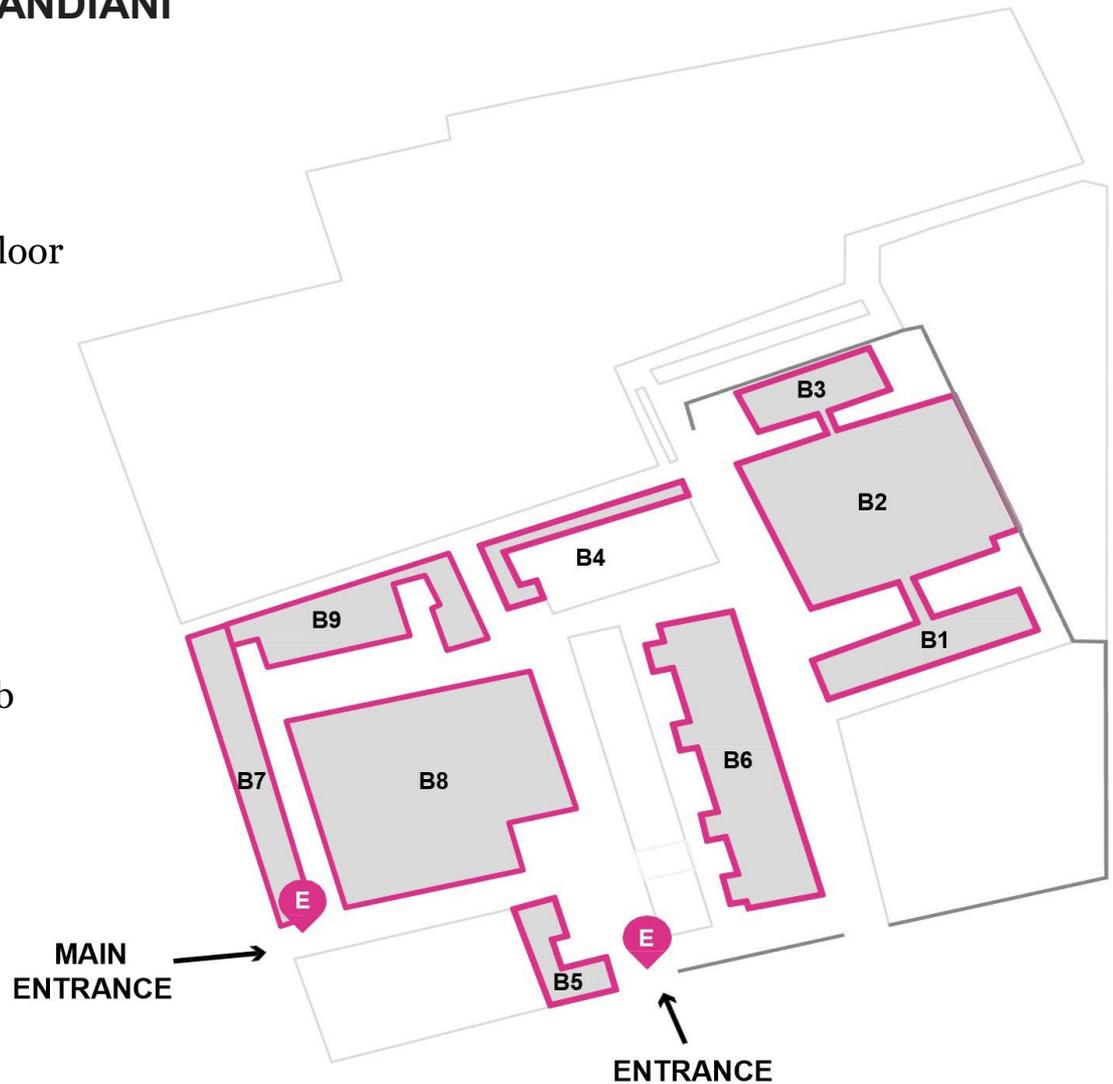
B3   Polifactory

B4   Polishop and print shop

B5   Poli.Design

B6   Classrooms and Crash Test Lab

B7   Department Design

B8   Classrooms

B9   Aula "Carlo De Carli"

MAIN ENTRANCE

ENTRANCE

POLITECNICO
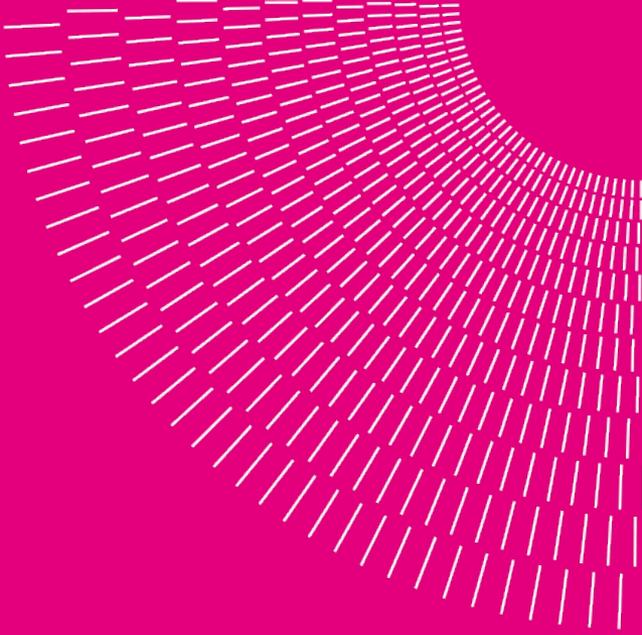MILANO 1863

SCUOLA DEL DESIGN

You'll find this presentation here:

School of Design: Incoming Students

Contact:
School: Send an email (polimi.it)

Information:
www.design.polimi.it

Thanks!