



Academic Year 2011/2012

Admission to Politecnico di Milano residences

Requirements and conditions

1.1. Definitions

Students: include those who are enrolled in courses at the Politecnico di Milano and those who intend to enrol but have not yet completed the registration process (waiting for the admission test or finalising a transfer from another University).

“Graduating” students: include those who intend to graduate in a session of the academic year 2010/2011 and who, for this reason, do not finalise enrolment in the academic year 2011/2012.

Students taking part in international mobility programmes (Exchange student, Double Degree, Internships): that is those who come from foreign Universities to attend Bachelor Degree and Master Degree courses at Politecnico di Milano.

1.2. Reservation and Allocation of accommodation

Students guests during the academic year 2010/2011 can confirm their accommodation for the new academic year making an online reservation from June 10th to 13th, 2011

[⇒ [Go to booking accommodation online](#)]

Within June 30th, 2011 they are requested to pay the first monthly rent for the academic year 2011/2012 (the amount of the rent is written in the e-mail sent at the end of the booking process). The reservation will be confirmed by e-mail within next July 18th, 2011 only if the rents for the academic year 2010/2011 are regularly paid and only after receiving the payment of the first rent for the year 2011/2012.

Assignment starts from 1st September 2011 (if an earlier assignment is requested, please contact residenza@polimi.it).

Students requesting admission for the first time make an online reservation from June 14th, 2011

[⇒ [Go to booking accommodation online](#)] and pay one monthly rent and deposit in advance; the amount of rent and deposit is written in the e-mail sent at the end of the booking process. The reservation will be confirmed by e-mail after verification of the regularity of the payment.

Once exhausted the available beds, applicants are placed in a specific waiting list and will be contacted by e-mail as soon as a bed becomes available with the requested characteristics.

Students taking part in international mobility programmes (Exchange student, Double Degree etc.)

make reservations on-line from June 14th, 2011 [⇒ [Go to booking accommodation online](#)] and pay two monthly rents and deposit in advance; the amount of rent and deposit is written in the e-mail sent at the end of the booking process. The reservation will be confirmed by e-mail after verification of the regularity of the payment.

Once exhausted the available beds, applicants are placed in a specific waiting list and will be contacted by e-mail as soon as a bed becomes available with the requested characteristics.

1.3. Cancellation of a reservation

In case of cancellation of a reservation, notice of renunciation must be sent to residenze@polimi.it at least thirty days before the expected arrival; in this case any payment made will be fully refund. With less than thirty days notice, only the deposit will be refund.

Those who do not finalize enrollment at Politecnico di Milano will be totally refund only if they formalize the cancellation of reservation within September 15th, 2011. After 15th September 2011 only the deposit will be refund.

In any case, refunds will be made within thirty days from the registration of the payment on Politecnico di Milano bank account.

1.4. Methods of payment

The payment of rent and deposit can be as follows:

- **credit card** connecting to www.scrignopagofacile.it
- **bank transfer** to Politecnico di Milano, IBAN Code: IT34T0569601620000001600X69 (for international payments use also the Swift Code POSO IT22). In the payment form write: "Reservation of accommodation 2011/2012".

In this second case, to complete the request of accommodation, it is necessary to register the payment receipt on the special form available at www.residenze.polimi.it

[Confirm accommodation](#)

If the above instructions are carried out correctly, it will be sent an e-mail of acceptance of reservation request, containing all information necessary for the admission to residence.