

## **PARTIAL EXEMPTION FOR THE PARTICIPATION IN THE 1ST LEVEL SPECIALIZING MASTER IN SERVICE DESIGN, 2024/2025 OF POLITECNICO DI MILANO MANAGED BY POLI.DESIGN.**

Under the terms of this regulation, POLI.design srl grants n. 1 (one) partial exemptions of 25% to candidates being less than 35 of age and applying for the First Level Specializing Master in Service Design, 2024/2025.

### **HOW TO APPLY FOR A PARTIAL EXEMPTION**

To request one of the partial exemptions, candidates must submit the application to the Specializing Master within the deadlines set by the present regulations and submit a formal written request for a partial exemption to the following address: [selezioni@polidesign.net](mailto:selezioni@polidesign.net) no later than 11/09/2023 – 11.59 p.m. (GMT +1 - Italian time zone).

**If you have already submitted the application documents you don't need to send them again. You only need to send an email to apply for a partial exemption to the email account mentioned above.**

Partial exemptions can only be used by those candidates who submit an application for selection and participation in the First Level Specializing Master in Service Design, 2024/2025.

### **REQUIREMENTS**

Applications for partial exemption will be evaluated by the Specializing Master Commission on the basis of:

- Educational Background (weighted 25%)
- Professional Experience (weighted 25%)
- Motivation (weighted 50%)

Candidates will be selected on the basis of how consistent their profile appears to be with the objectives of the Specializing Master when their documentation is analyzed. The minimum score to take part in the selection for one of the partial exemptions is 4/5 in scale from 1 to 5.

The Application for the selection for the Master will have to be processed by entering the "Apply button" and completing the required information and uploading the requested documents on the webpage <https://www.polidesign.net/en/formazione/business-design/master--service-design-2/>

The documents that will need to be provided for the application will be the following:

- Curriculum Vitae;
- Portfolio (if available);
- Motivation Letter;
- Scanning of valid passport or identity document;
- Scanning of the University Degree;
- Scanning of the University Transcript or Diploma Supplement.

### **SPECIALIZING MASTER COMMISSION AND SELECTION**

The candidacies will be evaluated by the Specializing Master Commission indicated in Art. 1 "Features of the Master course" of the Rectoral Decree. Evaluations will take place at the discretion of the Specializing Master Commission.

## **INCOMPATIBILITIES**

Partial exemption cannot be combined with other scholarships, exemptions, prizes or other financial aids for participating in this Specializing Master program.

## **DEADLINES FOR INFORMING CANDIDATES OF PARTIAL EXEMPTIONS**

Candidates will be selected chronologically in the order applications are received, until all places have been filled.

Partial exemptions will be assigned during the selection and admission process to the Specializing Master, and before the start date of the course.

The deadline for submitting requests for partial exemption is 11/09/2023 – 11.59 p.m. (GMT +1 - Italian time zone) .

Only the beneficiaries of the partial exemption will be notified by e-mail within 15/09/2023. Beneficiaries of partial exemptions must confirm their acceptance and enrolment in the Specializing Master by providing the down payment and the private agreement before 28/09/2023; failing to do so will result in immediate forfeiture of the partial exemption.

Enrolment in the Specializing Master is confirmed when the down payment is received by POLI.design and the private agreement is signed.

The initiative is valid until 11/09/2023 – 11.59 p.m. (GMT +1 - Italian time zone).

POLI.design reserves the right to cancel the Specializing Master in the event that there is an insufficient number of enrolled participants, or in the event that the necessary educational, logistical and administrative support requirements are not met for any reason whatsoever. In such cases, the planned partial exemptions will not be recognized, without this giving rise to any right to compensation and/or indemnity whatsoever.

POLI.design reserves the right not to assign all the partial exemptions in case candidates will not meet the appropriate requirements.

All partial exemptions may be subject to change without notice.

If you have any questions, please contact the POLI.design Student Office: [selezioni@polidesign.net](mailto:selezioni@polidesign.net)

Milan, 31/07/2023