



POLITECNICO
MILANO 1863

SCUOLA DI ARCHITETTURA URBANISTICA
INGEGNERIA DELLE COSTRUZIONI

**POLITECNICO DI MILANO
SCHOOL OF
ARCHITECTURE, URBAN PLANNING AND
CONSTRUCTION ENGINEERING**

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**SUPPLEMENTARY FINAL EXAM REGULATIONS
FOR THE THREE YEAR LAUREA (EQUIVALENT TO BACHELOR
OF SCIENCE) PROGRAMME
IN ENGINEERING AND CONSTRUCTION AND ARCHITECTURE
TECHNIQUES**

LAUREA BOARD COMPOSITION

Art 1. - Single Board (CU) per programme and Operational Board (CO)

There is a single Laurea Board (CU) for every Study Programme Board (*see Title 1, Art. 1.1.1 – Natura e Nomina delle Commissioni Uniche, Regolamento di Laurea Scuola AUIC*).

The CUs are made up of tenured university teaching staff (i.e. professors and researchers) in the current, or one of the two previous, academic years on the official Study Programme educational activities to which the CU itself refers. To supplement tenured teaching staff the following can also take part:

- Emeritus professors with tenured contracts at the university.
- Professors who retired no more than 5 years previously from tenured contracts at the university.
- Adjunct professors in the current, or one of the two previous, academic years.
- Other tenured teaching staff at the university.

On consultation with the Co-ordinator of the respective CCS, the Dean appoints a President and a Vice President - to replace the former in the event of absence or inability - of the Single Board from amongst its members for each CU.



THE COs assess the Final Exams of undergraduates registered on a specific session of the Laurea Exam. The COs (*see Art. 1.2.1 Natura, composizione e nomina delle Commissioni Operative, Regolamento di Laurea Scuola AUIC*) are formed by the Dean of the CU or (Vice-Dean in the event of the former's inability) for each exam session at a number sufficient to guarantee regular performance from the CU's members.

Art 2. - Board Appointments

The CUs are nominated by the Rector before the end of each calendar year on the basis of proposals put forward by the School's Dean on consultation with the respective CCS Co-ordinators (*see Title 1, Art. 1.1.1 – Natura e Nomina delle Commissioni Uniche, Regolamento di Laurea Scuola AUIC*).

Art 3. - Laurea Board Registrar

The Registrar's Office is located at the Three Year Study Programme Registrar's Office (Via Ampère, 2 - 20133 MILAN - 1st floor - e-mail info-lt-auic@polimi.it)

LAUREA EXAM AND MARKS

Art 4. - Exam procedures

Students can gain access to Laurea exams in one of two ways:

1. *Type A Final Exam* - presentation and discussion of a monographic thesis (laurea thesis)
2. *Type B Final Exam* - presentation and discussion of a research dissertation (laurea final report).

Type B Final Exam - research dissertation (Laurea final report).

Students must write up and discuss a document referred to as laurea final report. Thesis subjects are chosen by students totally independently. Dissertation titles must be given on final exam registration online. Candidates must also send a PDF format file of the completed work (*filename: Surname_report_ayXX-XX_.pdf*) to the following email address [**lauree-l23-auic@polimi.it**](mailto:lauree-l23-auic@polimi.it). This file must be sent within 7 days of the beginning of the laurea session. Submission deadlines will be available on the programme of study's website (www.ccsitea.polimi.it) for each exam session.



Purpose of the work. Collecting, analysing and critically presenting the main academic reading done or held to be important - books, articles, reports, technical product/material sheets, etc. - relating to the chosen subject. Students write up a critical review of this in the form of an article (no indications or limitations on the number of pages is supplied).

The resulting dissertations are then presented and discussed in the classroom during the laurea exam (presentation of 5 slides to be discussed in 5 minutes). At the end of such presentations the Board reserves the right to question students on the work presented.

For the completion of the dissertation students can apply to teaching staff on their programmes of study.

Subject/object of study. Students are required to choose a subject reflecting their own interests with reference to the contents of the Laurea Programme studied for. This may be a subject dealt with in one or more «building sector chain» modules which stimulated their interest and curiosity to the extent of an in-depth study period.

Chain teaching modules The base and specialised teaching modules comprise the following: Building Materials, Building Design Laboratory, Building Construction and Organisation Fundamentals, Structural Mechanics, Building Physics, Building and Installation Component and System Technology, Building Ergo-technics, Technical Architecture Design, Installation Systems Design, Building Site Design, Building Techniques, Economics Applied to the Building Sector. Optional third year courses which supplement and add to students' construction engineering skills can also be used as the basis for a thesis.

Monographic theses (Laurea theses)

In specific cases - i.e. when students carry out experimental laboratory activities (see attachment 1 at the foot of this text) in internal Politecnico di Milano or external research centres/groups, undergraduates can gain access to the Laurea exam with monographic theses. This Laurea exam procedure requires authorisation from a board made up as follows: Programme of Study Co-ordinator, Programme of Study Vice-Co-ordinator and the Presidents of the Operational Boards. Applications for this graduation procedure must be submitted by students at least 30 days before the relevant Laurea session at the Student and Teaching Staff Services Office for Three Year Lauree at the AIUC (Student and Teaching Staff Services Office) in Via Ampère, 2 (1st floor) of the AIUC School (Architecture, Urban Planning and Construction Engineering).

The following documents must be submitted to the Board: Laurea thesis cover showing the title (and any subtitle) of the thesis and the candidate's data, an extended abstract, an index



and an annotated bibliography. Individual monographic work can be design, experimental or analytical in nature and must take place under the guidance of a supervisor responsible for one of the study programme's modules. Supervisors must express an opinion of the work done by students. This opinion constitutes an integral part of the documentation which candidates must present on presentation of their exam session applications.

Dissertations taking the form of a report and/or report supplemented by graphic elaborations must be presented and discussed in the classroom in the course of the Laurea exam (slide presentations, maximum length 25 minutes). At the end of such presentations the Board reserves the right to question students on the work presented.

No indications or limitations on the number of pages is given.

Art 5. - Number of authors of in-depth study work

Joint work is not normally admissible.

Art 6. - Dissertation language

All Laurea dissertations are normally to be discussed in Italian. On request dissertations can be written in a further European Union language. An extended extract in Italian or English must be attached to every dissertation and also potentially in another language, for the use of the Board's members.

Art 7. - Laurea marks

Graduation marks are expressed as a mark out of 110. The Board takes account of student exam mark averages in their decision without considering surplus marks and these are assigned a mark from -1 to +8 broken down as follows:

- for the *final laurea report (Type B Final Exam)*, up to: 4 points;
- for the *monographic thesis (Type A Final Exam)*, up to: 8 points;

Magna cum laude can only be granted where the addition of the Board's marks takes students' marks over 110/110 on unanimous decision by the Board.

Marks of -1 are assigned where candidates work is not up to the required standard.

Where Laurea marks exceed the limits fixed in the present regulations, the Dean organises mark adjustment.



LAUREA EXAM ORGANISATION AND CO-ORDINATION

Art 8. - Laurea exam performance

Laurea exams are public. The public will be moved out of the classroom only after completion of the exams at such time as mark allocation discussions begins.

Art 9. - Announcements

Announcements will take place on completion of the Laurea exams on time frames decided in advance by the Programme of Study Co-ordinator. The Co-ordinator is authorised to suspend results announcements where these do not respect the general regulations or those of the Laurea programmes.

APPLICATION OF THE REGULATIONS AND PROVISORY NORMS

Art 10. - When the regulations come into force

The present regulations come into force from the July 2016 Laurea session (II 2016 session) onwards.

Urgent amendments can be considered by the Programme of Study in the event of supervening organisational eventualities on the university's request.