

**CO-OPERATION AGREEMENT CONCERNING THE DOUBLE DEGREE  
BETWEEN  
IL POLITECNICO DI MILANO, MILANO, ITALY  
AND  
THE INSTITUTO SUPERIOR TÉCNICO, LISBOA, PORTUGAL**

**Introduction**

In accordance with the general agreement between the Instituto Superior Técnico (hereinafter referred to as IST) of the Universidade Técnica de Lisboa (UTL), and the Politecnico di Milano, Milano (hereinafter referred to as PM), and in the general philosophy of the principles set out by the statutes of the TIME (Top Industrial Managers for Europe), the institutions signing the present agreement express their common desire to establish and develop exchanges in the spirit of cooperation which unites the member states of the European Union.

The joint mission of teaching and research allows this cooperation to come within the scope of the present and future programmes implemented by the European Union Commission (in mobility, research, etc.).

**Consequently,**

The Instituto Superior Técnico of the Universidade Técnica de Lisboa, with legal address on Av. Rovisco Pais, 1049-001 Lisboa (Portugal), represented by its President, Prof. Arlindo Manuel Limede de Oliveira, and the Politecnico di Milano, Milano, with legal address on Piazza Leonardo da Vinci 32, 20133 Milano, (Italy) represented by its Rector's Delegate for International Networks, Prof. Giancarlo Spinelli, have decided to implement international student exchanges leading to the attainment of the Laurea Magistrale of the Politecnico di Milano and the degree of "Mestrado" of the Instituto Superior Técnico, according to the following conditions:

**Article 1 – Student exchange plan**

- a) Co-selected students, who have successfully completed the first three years of studies (equivalent to the first cycle of a two-cycle programme) at the home institution, may apply to pursue their studies in the Double Degree programme.
- b) The studies leading to the Double Degree will have duration of three years, totalling 180 ECTS credits.
- c) The three years of studies will be divided as follows: one year spent at the home institution and two years at the host institution, according to a plan defined jointly by the home and host institutions.
- d) The student must prepare, present and defend a final dissertation.
- e) The host Institution will appoint a tutor for each student for the duration of the study period.
- f) The two parties will produce the transcripts of records of the exchange students reporting the marks according to the ECTS scale.

**Article 2 – Student selection process**

The selection of exchange students is based on shared responsibility between both parties, as follows:

- a) The home Institution makes an initial selection of candidates, followed by an interview, whenever possible.
- b) The final decision regarding the acceptance of the exchange students is taken by the host institution. Whenever possible, this process will be done in agreement between the two parties.
- c) The criteria for selection will be based on academic records. Knowledge of the language of the country of the host Institution may be considered an advantage.
- d) Care will be taken by the commissions and juries to select only those students who shall presumably complete their Double Degree studies.
- e) The syllabus for each student participating in the programme, including all the courses to be followed at both institutions, the administrative structure, course work, examinations to be taken and length of the dissertation must be approved by prior agreement between both institutions.

### **Article 3 – General conditions**

- a) The maximum number of exchange students per institution shall be defined every year.
- b) The persons responsible for the exchange programme at each institution must indicate the expected number of outgoing students to the host Institution before April 1<sup>st</sup>.
- c) A student from the Politecnico di Milano, Italy, wishing to apply to IST as a TIME student /Double Degree Student must simultaneously be admitted as a regular IST 2nd cycle student. For that purpose, the student must fill in an application form and annex the required documents. The application is submitted to the Mobility and International Cooperation Office of the IST in June.
- d) A student from the IST, wishing to apply to the Politecnico di Milano as a TIME student /Double Degree Student must simultaneously be admitted as a regular Politecnico di Milano 2nd cycle student. For that purpose, the student must fill in an application form and annex the required documents. The application is submitted to the International Project Office of the Politecnico di Milano in June.
- e) The obligations concerning the processing of information and of the arrangement of prevention and protection measures for a student to apply to the Politecnico di Milano are defined by a specific document as Annex I to the present agreement.

#### **Article 4 – Dissertation**

With the purpose of strengthening the scientific cooperation between both institutions, the dissertations will address, whenever possible, problems in areas of common interest to the two institutions and organized as follows:

- a) Desirably, the dissertation shall be co-supervised by professors or researchers of both institutions.
- b) The dissertation shall be written and defended in English, or in the original language of the institution where it is submitted. In addition, the dissertation must include a summary (abstract) in the official languages of both institutions.
- c) Whenever possible, the thesis committee shall include members from both institutions.

#### **Article 5 – Award of Double Degree**

Upon successful completion of the three years programme, the students shall be awarded the Double Degree:

- “Mestrado” by IST
- Laurea Magistrale by the Politecnico di Milano.

#### **Article 6 – Tuition fees, grants and insurance**

- a) The home Institution shall ensure that students have the necessary valid insurance policies before their departure.
- b) Students are responsible for all their travel and accommodation expenses.
- c) Students participating in the Double Degree programme shall only pay tuition fees to their home institution.
- d) The host Institution undertakes to facilitate the arrival of the students and to put at their disposal all the existing services and study grants.
- e) Only supplementary fees and expenses (e.g. lecture notes, social security, etc.) shall be paid to the host institution.

#### **Article 7 - Governance**

The parties shall make all the possible efforts, namely before national and European institutions and companies, to obtain the maximum financial support for the programme.

In addition, the persons responsible for the programme in each institution will meet on a regular basis in order to:

- Assess the pertinence of the teaching programmes in both institutions.
- Report on the co-operation and the academic results of the students.
- Propose new initiatives.

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### Article 8 – Contract validity

The present contract shall come into effect upon signature by both contracting parties and shall have a duration of five (5) years.

Either party may terminate the present agreement with a notice of one hundred and eighty days. In the event of the agreement being terminated, any activities in progress shall be allowed to run to completion.

### Article 9 – Conflict Resolution

The parties agree to resolve any controversy arising from the interpretation of the present agreement amicably. Each party will appoint one arbitrator and a third arbitrator will be appointed by mutual consent.

### Article 10 – General Cooperation

In their desire to develop more communal actions undertaken in the framework of education and research, the parties will favour:

- The exchange of students, academic staff and researchers.
- Study groups and seminars on previously agreed topics.
- The exchange of information, documentation and scientific publications.
- The exchange of students for visits to companies and internships therein.

### Article 11

No financial obligations shall arise out of this agreement for either party.

### Article 12

Two originals of the present agreement shall be signed, one for each of the signatories of the contract. Each original shall have equal validity.

For the Politecnico di Milano,



*Giancarlo Spinelli*

The Rector's Delegate for International Networks,  
Prof. Giancarlo Spinelli

20/3/2012

For the Instituto Superior Técnico

*Arlindo Oliveira*

The President,  
Prof. Arlindo Manuel Limede de Oliveira