

Decreto per la selezione delle candidature all'Executive Master in "Project Management for Business Performance & Innovation" a.a. 2025/2026

#### IL RETTORE

- Visto lo Statuto del Politecnico di Torino emanato con D.R. 774 del 17 luglio 2019;
- vista l'istituzione, nello Statuto del Politecnico di Torino, della Scuola di Master e Formazione Permanente;
- visto il Regolamento Didattico di Ateneo vigente;
- visto il Regolamento della Scuola di Master e Formazione Permanente emanato con D.R. n. 1136 del 6 novembre 2023;
- vista l'istituzione da parte del Comitato Esecutivo nella seduta del 25 marzo 2025 dell'Executive Master in "Project Management for Business Performance & Innovation" per l'a.a. 2025/2026;
- preso atto dei requisiti di ammissione, i criteri e le modalità di selezione, i requisiti per il conseguimento dell'Executive Master e i criteri di assegnazione delle agevolazioni economiche, così come definiti nella documentazione relativa all'istituzione dell'Executive Master sopracitato, approvata con delibera del Comitato Esecutivo nella seduta del 25 marzo 2025;
- tenuto conto che la selezione delle candidature sarà a cura di un'apposita Commissione, nominata con Decreto Rettorale

#### **DECRETA**

l'emanazione del bando per la selezione delle candidature e per il conferimento delle agevolazioni economiche dell'Executive Master in "Project Management for Business Performance & Innovation" offerto presso la sede di Torino per l'a.a. 2025/2026.

Il testo del bando, contenente il regolamento del concorso, è allegato al presente Decreto (allegato "A").

Torino,

IL RETTORE (Prof. Stefano Paolo Corgnati)



AP/df



### Call for applications

for the Executive Master's Programme in

# "Project Management for Business Performance & Innovation"

(5th Edition)

Academic Year 2025/2026



### ART. 1 (Programme overview)

The 5<sup>th</sup> edition of the Executive Master's programme in Project Management for Business Performance & Innovation is offered for the academic year 2025/2026.

The administrative seat of this Executive Master's Programme is Politecnico di Torino - Unit of Specializing Master's programmes Lifelong Learning and Challenges (Servizio Master, Formazione Continua e Challenge). The Programme is managed by the Specializing Master's programmes and Lifelong Learning School (Scuola di Master e Formazione Permanente).

The programme coordinator is Alberto De Marco, Full Professor at the Department of Management and Production Engineering of Politecnico di Torino (hereinafter referred as to "Programme Coordinator").

### ART. 2 (Training objectives, learning contents and organization of the activities)

The 5<sup>th</sup> Executive Master's programme in Project Management for Business Performance and Innovation aims to provide students with the necessary knowledge and skills to develop an interdisciplinary approach to Project, Programme and Portfolio Management to drive innovation and technological change processes in project-based organizations.

The expected educational outcomes include managing projects, enhancing individual and interpersonal skills, strengthening organizational competences of project portfolios. The Programme combines theoretical knowledge with practical competencies in business strategic leadership, projects portfolio governance and soft skills.

By the end of the programme, participants will improve their background knowledge and expand their skills in Project, Programme and Portfolio Management. Participants will be supported in an immersive experience and undertake a path to improve their organizational Project Management readiness and maturity and to participate in a team-oriented development process.

Participants of this multifaceted programme are expected to cover different corporate jobs and represent various industrial sectors in the socio-economic environment. They will bring their specific experience in running lean and rapid projects within organizations in the government, industry and research sectors.

The Executive Master requires strong engagement not only with academics and lecturers, but also with mentors, advisors, professionals and established game-changing entrepreneurs and managers.

At the end of the programme participants will have the possibility to get the an internationally recognised project management certification test, already included in the participation fee, Level D (Certified Project Management Associate). A higher project management certification level (C, B or A) may be released if the participant can prove experience as a Project Manager according to relevant regulation of the certifying institution. An extra fee will be charged in this case.

The Executive Master is a part-time programme lasting one academic year for a total of 24 ECTS; it will start in November 2025 and end in June 2026.

The official language of the programme is English. The programme is residential and classes will be held on campus at Politecnico di Torino.



Lectures include class attendance, project work, teamwork, and asynchronous distance-learning activities.

The teaching programme includes 8 long weekends (from Thursday to Saturday) of class attendance over a period of 8 months. A long capstone project teamwork will be developed throughout the programme. The 240hrs training programme is structured as follow:

- 168 hours of class attendance (lectures, case-based discussions, industry conferences, etc.);
- 48 hours of individual online distance learning (readings, videos, etc.);
- 24 hours of instructor-assisted teamwork to develop a programme-long capstone project work.

The full list of the Executive Master's courses is available in the following table: Table n.1 - Organization of the courses.

Table n.1 – Organization of the courses

N.	Course	SSD	ECTS
1	Project Management Basics	IIND-05/A	3
2	Methodologies and Processes	IIND-05/A	3
3	Initiating, Planning, and Contracting	IIND-05/A	3
4	Project Risk Management	IIND-05/A	3
5	Project Monitoring	IIND-05/A	3
6	Soft Skills for Project Management	IIND-05/A	3
7	Project Portfolio and Organization	IIND-05/A	3
8	Project Management Certifications	IIND-05/A	3

### Art. 3 (Admission requirements)

The Executive Master is open to a maximum of 25 participants.

The programme is intended for both Italian and foreign citizens who must:

- <u>have earned a Bachelor's degree</u> (or equivalent or higher academic qualification)
- prove to have at least a six-month of professional experience after graduation.

The Selection Committee can admit candidates who do not have a Bachelor's degree provided that they have proven substantial and pertinent professional experience, as deemed adequate by the Selection Committee.

You must prove to have a good knowledge of the English language (equivalent to level B2 CEFR) which can be certified by a language certificate included in the list of the accepted certificates (Table n. 2 – English Language certificates).

#### Table n. 2 - English language certificates



EXAMINATION BOARD	CERTIFICATE	MINIMUM SCORE ACCEPTED
IELTS <a href="https://www.ielts.org">https://www.ielts.org</a>	IELTS General Training IELTS Indicator IELTS Online	5.0
Cambridge English Language	Cambridge English: PRELIMINARY (PET)	Pass with Merit
Assessment <a href="http://www.cambridgeenglis-">http://www.cambridgeenglis</a> <a href="http://www.cambridgeenglis-">h.org/exams/</a>	BULATS	Reading & Listening: overall score 54 Writing & Speaking: at least one B2 in one of the tests
Cambridge Assessment English http://www.cambridgeenglis h.org/exams- andtests/qualifications/gener al	All certificates ((B1 Preliminary - B1 Business Preliminary - B2 First - B2 Business Vantage - C1 Advanced - C1 Business Higher - C2 Proficiency)	Cambridge English Scale: score 154
formerly known as: Cambridge English Language Assessment <a href="http://www.cambridgeenglish.org/exams">http://www.cambridgeenglish.org/exams</a>	BULATS	Reading & Listening: overall score 54 Writing & Speaking: at least one B2 in one of the tests
	TOEFL – IBT TOEFL – IBT Home Edition TOEFL – IBT Paper Edition	62
ETS	TOEFL - cbt	210
http://www.ets.org/toefl	TOEFL - pbt	547
	TOEIC TOEIC on line	Listening: 360; Reading: 350; Speaking: 150; Writing: 140
Pearson <a href="http://pearsonpte.com/">http://pearsonpte.com/</a>	Pearson Test of English Academic	51
LCCI – EDI / Pearson http://qualifications.pearson. com/en/qualifications/lcci.ht ml	JETSET	JETSET Level 4 Reading, Writing, Listening e Speaking: pass with overall score ("total") "Distinction"
Trinity College London <a href="http://www.triniticollege.com/">http://www.triniticollege.com/</a> <a href="http://www.triniticollege.com/">L</a>	Trinity ISE I	Reading, Writing, Listening, Speaking: pass with overall result "Distinction" in all the tests

In alternative to one of the above-listed certificates, you can provide, within the deadline for applications, a stamped declaration/certificate written on official letter headed paper, which certifies that:

- a. You have attended at least one school year at a high school in which the medium of instruction is English. The school must issue a certificate stating that: "The medium of instruction is English";
- b. You have a foreign high school diploma which is recognized by the Italian Ministry of Education and Research as equivalent to the Italian high school diploma (diploma di maturità), or you have a higher qualification awarded by a Higher Education Institution (HEI) in which the medium of instruction is English. In both cases, the school or the HEI must issue a certificate stating that: "The medium of instruction is English".



With regard to points "a" and "b", please note that diplomas or higher qualifications awarded by high schools or HEI in the USA, UK, Canada, Ireland, Australia and New Zealand do not need to include the phrase "The medium of instruction is English".

In alternative, your knowledge of the English language will be assessed by the Selection Committee during an interview who might be organised also remotely.

Your application will be assessed by the Selection Committee in accordance with art. 4.

### Art. 4 (Application deadline and selection process)

The Executive Master's programme is open to a maximum of 25 participants.

You can apply for admission for this Executive Master's programme ONLY through the Application Form available at: <a href="https://www.polito.it/en/education/specializing-master-s-programmes-and-lifelong-learning/executive-courses/executive-courses-catalogue/project-management-for-business-performance-innovation/admission/documentation-required.">https://www.polito.it/en/education/specializing-master-s-programmes-and-lifelong-learning/executive-courses/executive-courses-catalogue/project-management-for-business-performance-innovation/admission/documentation-required.</a>

Applications are due by: September 19th 2025 at 2 p.m. (Italian time).

Applications are evaluated on a first come first served basis, up to the maximum number of participants.

<u>ALL the following documents must be attached to your application</u> on Politecnico di Torino website (Please note: only documents in English or in Italian will be accepted):

- 1. Valid identification document (passport for extra-EU applicants);
- 2. **Curriculum vitae** (CV must include the authorization to the processing of personal data in compliance with the General Data Protection Regulation (EU Regulation 2016/679) and the Personal Data Protection Code, Legislative Decree 30 June 2003 no. 196 and subsequent amendments;
- 3. **Application form and questionnaire** (available on the webpage of the Executive Master's programme https://didattica.polito.it/master/home/en/request);

### If you fail to attach even one of the above mandatory documents, you will be excluded from the selection process.

Optional documents that can be attached to the application:

- Bachelor's degree (or equivalent, or higher academic qualification i.e. master's degree):
  - for applicants with degree(s) obtained from a <u>non-Italian University</u> or a private Italian <u>University</u>: **official transcript(s)**, issued by the University of origin, produced on headed paper, containing the full list of all the exams passed and the grades obtained. The transcript(s) must also include the date of the degree conferral. Upon enrolment, the admitted candidates must submit the original copy of the "Dichiarazione di Valore"/"Statement of validity" (related to the Bachelor's degree) issued by the Italian Diplomatic Mission in the country where the qualification was awarded. If the Master's degree was awarded by a European university, admitted candidates can turn in the "Diploma Supplement" instead of the "Dichiarazione di Valore".



Or

• for applicants with degree(s) obtained from an <u>Italian Public University</u>: self-certification ("dichiarazione sostitutiva di certificazione" - Art. 46 DPR 28 December 2000, n. 445) in which applicants declare to have obtained the Bachelor's degree. The self-declaration must include: the name of degree, the name of the University, the date of degree conferral and the graduation final grade, the full list of all the exams passed and the grades obtained (all this information are required for all the degrees).

In compliance with art. 75 of D.P.R. 445/2000, should the self-certification be found to be false or incorrect, the applicant loses any benefit which he/she might have acquired on the basis of the untruthful declaration.

- Documentation concerning other post graduate courses;
- Motivation letter: max 1 page;
- Reference letter:
- English language certificate: candidates who do not submit a certificate will be interviewed to ascertain their knowledge of the English language.
- Residence Permit (only for non-EU citizens).

#### Step 1 Evaluation of applicants' qualifications:

The Selection Committee can assign a maximum of 60 points, according to the following criteria:

CRITERIA		INDICATORS	SCORES
1.	Academic background	Bachelor's degree	20
	(max. 30 pt.)	Master's degree	5
		Other postgraduate or professional training activities (i.e. 2 <sup>nd</sup> Level Specializing Master's diploma, PhD, or lifelong learning courses)	max 5
2.	Evaluation of Curriculum Vitae (max. 20 pt.)	Professional experience	1 pt.
			per year
		Specific professional experience in one of the Project Management roles	2 pt.
			per year
3.	English Language Level (max. 10 pt.)	Successful Interview or English language certificate attesting the minimum level of English required	5
		English language certificate attesting a level higher than B2	10

#### **Step 2. Motivational interview:**



The Selection Committee will interview the applicants who meet the admission requirements, to assess the applicants' motivation and any previous experience that may be relevant to the contents of the Executive Master.

Interviews will take place soon after the deadline for application submission.

Applicants who do not attend the interview are automatically excluded from the selection process.

During the oral interview, the Selection Committee also assesses the level of English competency of the applicants who did not provide any proof of knowledge of the English language according to art. 3.

The Selection Committee can assign a maximum of 40 points to each applicant for the oral interview.

The overall score is the sum of the score obtained in the first and second step of the selection process.

You will not be admitted to the programme by the Selection Committee if:

- you do not meet all the requirements (in accordance with art. 3);
- you do not score at least 60 points as a sum of the first and the second step of the selection process;
- you do not upload all the required documents.

The admission process will be completed according to the following calendar:

- by 21st July 2025 for applications received until 11th July 2025;
- by 29th September 2025 for applications received from 12th July 2025 to 19th September 2025.

After the Selection Board has assessed each application on a first-come-first-served basis, Politecnico di Torino will constantly update the list of applicants provisionally admitted to the Executive Master's programme and the list of applicants not admitted on the programme website (Admission outcomes page): <a href="https://www.polito.it/en/education/specializing-master-s-programmes-and-lifelong-learning/executive-courses/executive-courses-catalogue/project-management-for-business-performance-innovation/selections">https://www.polito.it/en/education/specializing-master-s-programmes-and-lifelong-learning/executive-courses/executive-courses-catalogue/project-management-for-business-performance-innovation/selections</a>.

In case you have been provisionally admitted, you must pay an advance fee (see art. 5) in order to reserve your place and confirm your participation in the programme.

If you do not pay this fee before the deadline (see art. 5), your application will be cancelled and you lose your right to apply again.

Once the maximum number of participants (25) is reached, any further application that will meet the admission requirements will be placed on the reserve list. Applicants placed on the reserve list will be contacted, according to their order on the list, if one or more applicants provisionally admitted renounce to confirm the participation in the programme.

After the deadline, Politecnico di Torino will publish the final admission outcomes on the online University Bulletin and on the programme website (Selection outcomes page): <a href="https://www.polito.it/en/education/specializing-master-s-programmes-and-lifelong-learning/executive-courses/executive-courses-catalogue/project-management-for-business-performance-innovation/selections">https://www.polito.it/en/education/specializing-master-s-programmes-and-lifelong-learning/executive-courses/executive-courses-catalogue/project-management-for-business-performance-innovation/selections</a>.

The person responsible for the Politecnico di Torino's administrative procedure is Mr. Alberto Pusceddu (Head of the Unit of Specializing Master's programmes Lifelong Learning and Challenges at Politecnico di Torino).



#### ART. 5

#### (Participation confirmation, enrolment, and documents submission)

#### Participation confirmation

In case you are on the list of admitted applicants to the Executive Master, in order to confirm your participation, you must comply within the deadline defined by Politecnico for participants to accept the offer and:

- download the Acceptance Declaration, fill it in and send it by e-mail to formazione.permanente@polito.it;
- pay a 1.000,00 Euro advance fee (see art. 7). This payment is needed to confirm the acceptance of the offer for the Executive Master.

You will receive the advance fee payment request in the same day of the publication of the selection outcomes and you will be given a week to proceed with payment.

Failure to send the declaration and payment within the aforementioned terms is considered as final renunciation to the programme.

In case you are on the reserve list, it means that you are eligible for replacement and will have the possibility to enrol in the programme if one or more participants renounce their offer of admissions. In this case, the Unit of Specializing Master's Programmes, Lifelong Learning and Challenges will contact you according to your position on the ranking list. Admitted students are given a deadline to confirm their participation.

If you decide to decline your offer of admission, you are invited to inform the Unit of Specializing Master's Programmes, Lifelong Learning and Challenges (<a href="mailto:formazione.permanente@polito.it">formazione.permanente@polito.it</a>) with an official notification.

#### **Enrolment**

If you are admitted, you must enrol at Politecnico before the programme starts. You will receive an e-mail with useful information for your enrolment.

#### **Documents submission**

After completing the enrolment process, admitted students must present the original documents uploaded to their Application Form to the Unit of Specializing Master's programmes, Lifelong Learning and Challenges before the programme starts.

If you have a degree awarded by a non-Italian University, upon enrolment you must submit the original copy of the Dichiarazione di Valore/Statement of validity (related to your degree) issued by the Italian Diplomatic Mission in the country where the qualification was awarded or Attestato di Comparabilità /Statement of Comparability issued by the CIMEA Centre.

If you have a degree awarded by a European university, you can submit your Diploma Supplement instead of the Dichiarazione di Valore/Statement of validity. If you do not submit your Statement of validity, you can enrol in the programme with condition, but you must present this document within 6 months of the beginning of the programme. If you do not provide the above-mentioned mandatory document by the deadline, you are placed on hold and cannot progress in your studies until you actually present this document.



If you are a non-EU national, you are required to comply with the norms on entry visa and residence permit. You have to submit<sup>1</sup>:

- Student Visa type D for participants who are non–EU citizens residing abroad;
- Valid residence permit for non-EU citizens residing in Italy.

Politecnico di Torino reserves itself the right to check the truthfulness of the declarations included in self-certificate sent by the applicants (pursuant to Article 46 of DPR. no. 445 of 28 December 2000) and Politecnico excludes them from the ranking list in the event of false declarations.

### ART. 6 (Student assessment and final qualification)

#### **Student obligations**

The Executive Master's Programme requires a part-time commitment. Attendance to the activities is mandatory for at least 75% of the Programme.

Absences are allowed up to a maximum of 25% of total classroom hours. Absences for more than 25% of total classroom hours will lead to exclusion from the Executive Master's Programme.

Withdrawal from the Programme must be put in writing.

In order to complete successfully the Programme, participants' behaviour need to stick to academic integrity, honesty, responsiveness and active commitment policies.

Detailed policies, as well as the rules for the certification Programme and other useful information, will be provided on the opening day.

#### **Evaluation method**

At the end of each module, you will be requested to complete a self-assessment online test.

At the end of the Programme, participants will be assessed based on their final presentation of the Capstone Project.

At the end of the programme participants will have the possibility to get the an internationally recognised project management certification test, already included in the participation fee, Level D (Certified Project Management Associate). A higher project management certification level (C, B or A) may be released if the participant can prove experience as a Project Manager according to relevant regulation of the certifying institution. An extra fee will be charged in this case.

#### Qualification

After completing the Programme, participants who have regularly attended the activities and reached the total amount of 24 ECTS required for completing successfully the Programme, will be awarded the Executive Master's in "Project Management for Business Performance & Innovation" by Politecnico di Torino. The certificate will be issued in English.

<sup>&</sup>lt;sup>1</sup> Please refer to the MIUR/MAE note: "Procedures for entry, stay and enrolment of students applying for visas in higher education programmes in Italy for the 2025/26 academic year".



The issue of the final certificate of the Executive Master's Programme in "Project Management for Business Performance & Innovation" requires the payment of a revenue stamp of € 16,00.

### Art. 7 (Participation and enrolment fee)

#### Participation and enrolment fee

The participation fee is 9.000,00 Euro (nine thousand/00) + 21,00 Euro (twenty-one/00) as enrolment fee (Premium for accident insurance  $5,00 \in +$  Enrolment revenue stamp  $16,00 \in +$  8.

The total amount must be paid to Politecnico di Torino according to the following instalments:

- 1.000,00 Euro (one thousand/00) advance fee by the date defined by Politecnico as deadline for accepting the offer of admission to the Executive Master. You will receive the advance fee payment request in the same day of the publication of the selection outcomes. You will be given a week to proceed with payment. This payment is mandatory to confirm your participation in the Executive Master; failure to send payment within the aforementioned terms is considered as final renunciation to the programme;
- 4.000,00 Euro (four thousand/00) upon enrolment + 21,00 Euro (twentyone/00) at the time of enrolment;
- 4.000,00 Euro (four thousand/00) within four months from the enrolment.

The participation fee and the enrolment fee can be paid only through the Apply@polito platform.

Your advance fee (1.000 Euro) can be reimbursed only in the following cases:

- if the Italian Embassy does not issue your Visa (for extra-EU citizens only);
- if the programme does not start, which happens only if the minimum number of participants is not reached.

Enrolling in the programme you accept any obligation and charge related to the payment of the entire participation and enrolment fee.

If you withdraw from the programme or are excluded from it, you will not be reimbursed your participation fee and enrolment fee under any circumstances.

Admitted students still have to pay € 21,002 detailed as follow:

- 1. Premium for accident insurance: € 5,00
- 2. Enrolment revenue stamp: € 16,00.

The issue of the final certificate of the Executive Master's Programme in "Project Management for Business Performance & Innovation" requires the payment of a revenue stamp of € 16,00.

<sup>&</sup>lt;sup>2</sup> The insurance premium may change due to new rules adopted by Edisu and to the stipulation of an insurance contract.



#### Participation sponsored by Third Parties

If your participation in the programme is sponsored by Third Parties (payment of one or more instalments), it will be processed as follows:

- the sponsor must complete and submit the form available at <a href="https://www.polito.it/didattica/master-e-formazione-permanente/master-quote-per-il-dipendente">https://www.polito.it/didattica/master-e-formazione-permanente/master-quote-per-il-dipendente</a>;
- After the end of the admission process, the sponsor will receive a message with:
  - o the list of admitted sponsored candidates;
  - o payment methods.

The Executive Master's Programme in Project Management for Business Performance & Innovation is included in the course catalogue of Politecnico. Therefore, participation and enrolment fees are VAT exempt (Article 4 of DPR 633/72). Upon payment, the sponsor can download the payment receipt from PagoPA official portal.

In case of participations sponsored by Third Parties, Politecnico di Torino may provide exceptions from the provisions related to the number of instalments and to the deadlines scheduled for the payment of the participation and enrolment fee.

If you are enrolled in the Executive Master's Programme in Project Management Business Performance & Innovation, including if you are sponsored by Third Parts, you are subject to the rules and provisions of the Tuition Fee Guide concerning failure to pay or late payment and hold on academic progress.

### ART. 8 (Partial participation fee-waivers)

Politecnico di Torino offers to the programme's participants the opportunity to benefit of **3 partial** participation fee-waivers of the amount of **2.000 Euro each**, reserved to the top 3 candidates on the ranking list younger than 30 years old by the deadline for applications<sup>3</sup>.

In order to be eligible for the fee-waivers, applicants must be admitted to the Executive Master's programme A.Y. 2025/2026.

Applying for admission to the Executive Master's programme in Project Management for Business Performance & Innovation A.Y. 2025/2026 you will also apply for the partial participation fee-waivers.

The applicants who benefit of a partial participation fee-waiver will have to pay according to the following instalments:

- 1.000,00 Euro (one thousand/00) advance fee by the date defined by Politecnico as deadline for accepting the offer of admission to the Executive Master. You will receive the advance fee payment request in the same day of the publication of the selection outcomes. You will be given a week to proceed with payment. This payment is mandatory to confirm

<sup>&</sup>lt;sup>3</sup> In case the number of admitted candidates under the age of 30 years is lower than 3, the Selection Committee will award the remaining partial participation fee waiver on a merit base according to the ranking list.



your participation in the Executive Master; failure to send payment within the aforementioned terms is considered as final renunciation to the programme;

- 2.000,00 Euro (two thousand/00) upon enrolment + 21,00 Euro (twentyone/00) at the time of enrolment;
- 4.000,00 Euro (four thousand/00) within four months from the enrolment.

Partial participation fee-waiver recipients are required to attend at least 75% of the programme (including lectures and training activities) in order to meet the criteria for maintaining the exemption. Absences for more than this limit led you to exclusion from the Executive Master's programme.

At the end of the selection process (September 19<sup>th</sup> 2025 at 2 p.m. Italian time), the list of the partial participation fee-waiver recipients will be published on the Politecnico website on the "Selection outcomes" page.

Partial participation fee-waiver recipients will have to confirm their acceptance through a declaration form. This form will be published on the website. It must be filled in and sent by email (<a href="mailto:formazione.permanente@polito.it">formazione.permanente@polito.it</a>) within the deadline that will be communicated (generally within 7 days).

In case one or more candidates will not confirm their participation within the given deadline, the participation fee-waiver will be re-assigned to candidates on the reserve list according to the awarding criteria and to their position in the list. The candidates placed on the reserve list will be contacted only if a fee-waiver winner will not confirm. In this case, a new deadline will be assigned.

### Art. 9 (Competent office)

The competent office is the Unit of Specializing Master's Programmes, Lifelong Learning and Challenges of Politecnico di Torino.

For any inquiries or additional information, please contact:

Unit of Specializing Master's Programmes, Lifelong Learning and Challenges Corso Duca degli Abruzzi, 24 - 10129 Torino (ITALY)
Tel. +390110905197 – e-mail: <a href="mailto:formazione.permanente@polito.it">formazione.permanente@polito.it</a>.

## Art. 10 (Processing of personal data)

In accordance with the General Data Protection Regulation (EU Regulation 2016/679) and the "Code regarding the protection of personal data" (Legislative Decree No. 196 of 30th June 2003 and further amendments) personal data are processed by Politecnico di Torino exclusively for the admission and enrolment processes in pursuit of the university aims and in accordance with the transparency purposes imposed by the law. The processing of personal data is based on the principles of correctness, lawfulness and relevance of purposes. More information on the processing of personal data is available at: <a href="https://www.polito.it/privacy/informative-privacy">https://www.polito.it/privacy/informative-privacy</a>.

The Data Controller is Politecnico di Torino, represented by the Rector, with statutory seat in Corso Duca degli Abruzzi, 24-10129 Torino.



You can contact the Data Controller at politecnicoditorino@pec.polito.it (certified e-mail).

For further information and inquiries write to privacy@polito.it.

You can contact the Data Protection Officer (DPO) of Politecnico di Torino for inquiries on the processing of your personal data and your rights at: <a href="mailto:dpo@polito.it">dpo@polito.it</a>; <a href="mailto:dpo@polito.it">dpo@pec.polito.it</a> (certified email).

### Art. 11 (Access to documents)

Access to all documents is allowed in the forms provided by current legislation.

### Art. 12 (Final provisions)

- 1. The programme will start only if the minimum number of participants is reached.
- 2. Communication with applicants takes place primarily through the "Apply@Polito" platform. Specific communications might be sent via email or SMS using the contact details provided by applicants during registration on the platform.
- 3. Politecnico does not take any responsibility in case of unavailability of recipients and for loss of communications due to inexact indication of an applicant's email address or telephone number or due to delay or failure to notify changes to the contacts provided during registration.
- 4. The Call for applications is published on the online University Bulletin available at <a href="https://www.swas.polito.it/dotnet/albo">https://www.swas.polito.it/dotnet/albo</a> online. The same can be found on the Executive Master website: <a href="https://www.polito.it/en/education/specializing-master-s-programmes-and-lifelong-learning/executive-courses/executive-courses-catalogue/project-management-for-business-performance-innovation.">https://www.polito.it/en/education/specializing-master-s-programmes-and-lifelong-learning/executive-courses/executive-courses-catalogue/project-management-for-business-performance-innovation.</a>
- 5. Access to all documents is allowed in the forms provided by current legislation.