



Decree No. 6183 Prot. No. 156988
Date 29/06/2022
Title III Class 7
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HAVING REGARD TO the Statute of the Politecnico di Milano;
HAVING REGARD TO Italian Ministerial Decree No. 509 of 3.11.1999;
HAVING REGARD TO Italian Ministerial Decree No. 270 of 22.10.2004;
HAVING REGARD TO the University Educational Regulations in effect;
HAVING REGARD TO Presidential Decree No. 162 of 10.03.1982 and in particular articles 1 (paragraph 2, letter c) 16 and 17, concerning postgraduate programmes;
HAVING REGARD TO article 6 of Italian Law No 341 of 19.11.1990, "Reform of university education systems and subsequent amendments and integrations";
HAVING REGARD TO Rectoral Decree No. 2233 of 05.08.2013 "Postgraduate Programmes Regulation";
HAVING ACKNOWLEDGED the favourable opinion of the Academic Senate during the session of 20.06.2022, concerning the establishment and activation of proposals for Postgraduate Programmes, including the Postgraduate Programme in "BUILDING INFORMATION MODELING IN TECHNICAL OFFICES: THE MODELING AND MANAGEMENT OF PROJECTS"

HEREBY DECREES

The Postgraduate Programme "BUILDING INFORMATION MODELING IN TECHNICAL OFFICES: THE MODELING AND MANAGEMENT OF PROJECTS" shall be established and activated for the year 2023/2024

Article 1 Characteristics of the Postgraduate Programme

The postgraduate programme "BUILDING INFORMATION MODELING IN TECHNICAL OFFICES: THE MODELING AND MANAGEMENT OF PROJETS" shall be established and activated within the Department of Architecture, Built Environment and Construction Engineering.

The Postgraduate Programme shall be administered by Consorzio CIS-E whereas the School of Architecture Urban Planning Construction Engineering shall be the school of reference.

The Director of the Postgraduate Programme shall be Professor Pietro Giuseppe Crespi.

The Programme Committee shall be composed of:

- Professor PAOLA RONCA - POLITECNICO DI MILANO
- Mr GIOVANNI FRANCHI - CONSORZIO CIS-E
- Mr ALESSANDRO ZICHI - CONSORZIO CIS-E
- Professor ANDREA COMPIOLI - POLITECNICO DI MILANO
- Mr PIETRO BARATONO - INTERREGIONAL OFFICE FOR PUBLIC WORKS IN LOMBARDY AND EMILIA ROMAGNA
- Professor ALBERTO PAVAN - POLITECNICO DI MILANO
- Professor CECILIA MARIA BOLOGNESI - POLITECNICO DI MILANO
- Professor INGRID MARIA PAOLETTI - POLITECNICO DI MILANO

Article 2
Mission, goals and employment prospects

The curriculum will focus on the training and development of professionals employed in technical offices for public works. Beginning with the European Parliament provisions on the subject of public procurement (European Union Public Procurement Directive, EUPPD) which, as of 2016, sets out the requirement to use BIM software in the design process for public works financed by the European Union, the course will cover legislation, data protection and responsibilities and will provide basic training on the use of certain applications. By learning the theory and certain practical applications, the student will be able to open and manage files and projects drafted as part of the integrated BIM design process. The curriculum will introduce certain widely used software programmes, their functionality and fields of application. This basic training will give students a clear idea of the potential solutions for improving the management of public contracts, design validation and the monitoring of outside factors, in addition to the progress of works. Particular significance will be given to project work and independent work on case studies.

The programme offers a training and professional development opportunity for managers, technicians, professionals and officials that collaborate with or are part of the technical offices of public and private organisations, property development companies and construction firms or professional practices. The training plan is aimed at both new graduates wishing to specialise and professionals or public and private employees that require professional development as part of the postgraduate programme. The teaching activities will provide theoretical background in addition to practical examples.

The programme will be delivered remotely online.

Article 3
Teaching content and organisation

The Specializing Masters will start in **March 2023** and will end in **November 2023**.

The Postgraduate Programme will be delivered by professors from the Politecnico, external professionals and industry experts. All students will have a personal account giving access to the online platform. The lectures will be pre-recorded and can be accessed by the student until the end of the programme. Certain lectures and corresponding material may be in English.

Scientific-Disciplinary Sector	Teaching module titles	total hours	ECTS
ICAR 11	Legislative framework and BIM	49	1.5
ICAR 11	Becoming a certified BIM manager	25	1
ICAR 11/ICAR 09	BIM for architectural authoring	99	4
ICAR 09/ICAR 12	BIM for structural design	75	3
ICAR 12/ICAR 09	BIM to MEP and BIM to BEM (Building Energy Modeling)	82	3
ICAR 11/ICAR 09	Construction scheduling and cost information (4D and 5D)	25	1
ICAR 11/ICAR 09	Facility management and maintenance (6D and 7D)	47	1.5
	Final exam	5	0
	TOTAL	407	15

Article 4

Admission requirements

The programme is for applicants with a Laurea (equivalent to Bachelor of Science) or Laurea Specialistica/Magistrale (equivalent to Master of Science) Equivalent qualifications in the respective education systems will be considered for international applicants. It is possible to enrol concurrently on a Postgraduate Programme and another Postgraduate Programme or a Laurea (equivalent to Bachelor of Science) programme or a Laurea Specialistica/Magistrale (equivalent to Master of Science) programme or a Ph.D. Programme. If the student is enrolled concurrently on two Postgraduate Programmes in addition to another study programme, he/she must withdraw from one of the programmes.

The Commission will be responsible for the selection process.

Article 5

Formal obligations

The **application for admission** must be sent **by 20 March 2023**.

*** Italian/foreign citizens with a qualification obtained in Italy**

- Self-certification relating to personal identity (surname and name, date and place of birth, nationality and residence)
- a copy of an identity document
- a copy of the Diploma Supplement or a photocopy of the degree certificate and transcript listing the exams taken for graduates under the old educational system

*** Italian/EU citizens with a qualification obtained overseas**

- Self-certification relating to personal identity (surname and name, date and place of birth, nationality and residence)
- a copy of an identity document
- a photocopy of the academic qualification obtained in addition to a transcript of the grades obtained in each exam for course credit or the Diploma Supplement (**at the time of enrolment, the candidate must provide the Certificate of Equivalence of Qualification issued by the Italian Diplomatic Office abroad with territorial jurisdiction or the certificate issued by the Enic/Naric Network.**)

The application for admission must include the following declaration. I authorise this University, in accordance with EU Regulation No 2016/679 concerning the protection of personal data, to process my personal data solely for purposes related to admission, enrolment and management of the masters however I give my consent for the disclosure of my personal information to third parties and in particular:

- to public and private bodies interested in possible recruitment;
- to training course providers; to the Politecnico Treasury Bank for services relating to tuition fees;
- to bodies managing loans on trust, accommodation, flexible work contracts and cultural, recreational and/or sporting activities.
- I also authorise the use of the data for statistical purposes, in accordance with the procedures and authorisations provided for in the aforementioned legislation.

The complete notice on data processing and the rights of the data subject is available at <https://www.polimi.it/en/policy/privacy/>

The application form can be found on the website <http://www.masterpesenti.polimi.it> or by contacting the secretary of the Fratelli Pesenti School – Tel. +39 02.2399.4341/4381 email: franchi@cise-polimi.it

The documentation must be sent to:

Consorzio CIS-E Politecnico di Milano

Piazza Leonardo Da Vinci, 32

20133 MILAN (MI)

Telephone: +39 02.2399.4341/4381

Email: franchi@cise-polimi.it - paola.ronca@polimi.it

In accordance with Art. 75 of Presidential Decree No. 445/2000, should the Administration find that the content of declarations made by the applicant are false on the basis of the relevant checks carried out, the applicant will surrender any benefits that may have been granted on the basis of such false declarations.

*** Non-EU citizens with qualifications obtained overseas**

Non-EU citizens must provide the Managing Body with:

- **a copy of the qualification** obtained in the original language and a corresponding translation in Italian/English/French or Spanish
- **a copy of the transcripts** listing the exams taken in the original language and a corresponding translation in Italian/English/French or Spanish or the **Diploma Supplement**
- **a copy of a valid passport**

At least 30 days before the closing date of the registration period as indicated in this article.

The Managing Body will transmit the documentation for the evaluation of qualifications listed above, for the purposes of enrolling on the Specializing Masters, to the **Masters and Continued Education Service at the Politecnico di Milano by the closing date of this Call**, pursuant to the provisions of the MIUR/MAE note “procedures for admission, residence and enrolment of students requiring visas for higher education courses in Italy for the academic year 2021/2022”.

Following acceptance by the university, and only after having confirmed his/her attendance to the Managing Body for the Programme in the manner prescribed by such Managing Body, the student must register on the ministry portal <https://www.universitaly.it>, confirming his/her registration with the Managing Body, in order that the application can be forwarded to the Office responsible for issuing entry visas.

ENROLMENT PROCESS:

Students accepted onto the Masters must create login credentials for the Politecnico di Milano's online services on the www.polimi.it site, enter their details and create a **person code**, attaching a valid identity document (a passport in the case of non-EU citizens), and communicate their person code to the Managing Body for the Masters. Students who are already registered must update their personal details if they are not up-to-date.

The portal login credentials must be kept safe as they will be needed in order to access all Politecnico di Milano services. If the credentials are lost, they can be restored independently or by means of an OTRS ticket.

The Politecnico will create a provisional student identification number with which the student can pay the enrolment fee through online services.

Academic qualifications obtained in Italy may be self-certified by filling in the appropriate form that will be provided by the Managing Body, while qualifications obtained abroad must be documented by presenting a **declaration of equivalence** issued by the Italian Representation abroad with territorial jurisdiction (Italian Embassy or Italian Consulate) on headed paper complete with the original stamp; or a **certificate issued by ENIC/NARIC Centres**.

Non-EU citizens, in addition to the documentation above, **must upload a copy of a valid residence permit to their online services register.**

ART. 6
Qualifications and awards

CERTIFICATION AWARDED

Upon completion of the course and after having passed the final exam, the student will be awarded a certificate of attendance on the Postgraduate Programme in “Building Information Modeling in Technical Offices: Modeling and Management of Projects”.

STUDENTS’ OBLIGATIONS

Attendance of at least 80% for the activities foreseen by the Postgraduate Programme is compulsory. Withdrawal from the programme must be expressed in writing. The training period cannot be suspended for any reason.

EXAMINATION PROCESS

There shall be a final exam.

Article 7
Tuition fees and contributions

The total cost of course is **€950.00** per participant.

The registration fee and cost of attendance must be paid to the current account with IBAN: IT89N0306909498100000001001 – Current Account 100000001001 – CIN EUR 89 – CIN IT N – Account Holder Consorzio CISE Politecnico di Milano – at Banca INTESA – Viale Romagna 22 - 20133 Milan.

Indicating the reference **ID 2389 CdP Building Information Modeling negli uffici tecnici.**

Article 8
Processing of personal data

The university, in accordance with EU Regulation No 2016/679 concerning the protection of personal data, uses the processing of personal data solely for purposes related to admission, enrolment and management of the masters programme and in any case consents to the disclosure of personal information to third parties and in particular:

- to public and private bodies interested in possible recruitment;
- to training course providers; to the Politecnico Treasury Bank for services relating to tuition fees;
- to bodies managing loans on trust, accommodation, flexible work contracts and cultural, recreational and/or sporting activities.
- I also authorise the use of the data for statistical purposes, in accordance with the procedures and authorisations provided for in the aforementioned legislation.

The complete notice on data processing and the rights of the data subject is available at <https://www.polimi.it/en/policy/privacy/>

Article 9
Publication

This Decree shall be made public on the Politecnico di Milano’s website at the following address <https://www.polimi.it/en/programmes/specializing-masters-and-postgraduate-programmes/>

FOR FURTHER INFORMATION ON THE PROGRAMME:

Professor Paola Ronca

Consorzio CIS-E

Piazza Leonardo da Vinci 32

20133 MILAN MI)

Telephone: +39 0223994341/4381

Email: franchi@cise-polimi.it - paola.ronca@polimi.it

<http://www.masterpesenti.polimi.it>

The Rector
(Professor Ferruccio Resta)
Signed Ferruccio Resta