

The Rector

POLITECNICO
MILANO 1863

HAVING REGARD TO Politecnico di Milano's Articles of Association;
 HAVING REGARD TO Ministerial Decree 3.11.1999, no. 509;
 HAVING REGARD TO Ministerial Decree 22.10.2004, no. 270;
 HAVING REGARD TO the University's Educational Rules - Regulations;
 HAVING REGARD TO Presidential Decree 10 March 1982, no. 162 and particularly articles 1 (paragraph 2, letter c), 16 and 17, for Specialising Programmes;
 HAVING REGARD TO art. 6 of the Law of 19 November 1990, no. 341, reform of the university's educational regulations and subsequent amendments and integrations;
 HAVING REGARD TO the Regulation for 1st and 2nd level Specialising Masters, Post Graduate Courses and Continuing Education of Politecnico di Milano issued with Rector's Decree no. 0227162 of 04.10.2022;
 HAVING ACQUIRED the favourable opinion of the Academic Senate during the meeting on 23.10.2023, on the establishment and activation of proposals for post-graduate courses, including the Post-Graduate course in "PROJECT AND CONTRACT MANAGEMENT IN CONSTRUCTION WORKS"

DECREES

that the post-graduate course in "PROJECT AND CONTRACT MANAGEMENT IN CONSTRUCTION WORKS" is established and activated for the year 2024.

ART. 1

Post-graduate programme's features

The Post-graduate course in "PROJECT AND CONTRACT MANAGEMENT IN CONSTRUCTION WORKS" has been set up and activated at the Architecture, Built Environment and Construction Engineering Department.

The Post-graduate course is provided by CONSORZIO CISE-E. The reference school is the School of Architecture Urban Planning and Construction Engineering

The Post-graduate course Director is Professor Gianandrea Ciaramella. The Vice Director is Professor Pietro Giuseppe Crespi:

The Scientific Committee of the Post-graduate programme is composed by Professors from Politecnico di Milano: Gianandrea Ciaramella, Pietro Giuseppe Crespi, Paola Ronca, Alberto Franchi e Angelo Lucchini.

ART. 2

Educational objective and employment opportunities

The goal of this specializing course is to let engineers and architects become project managers in construction works who specialize in the management of contracts. The students will get all the information required to successfully pass the PMI (Project Management Institute) exams and to achieve their certificates. They will be acquainted with the main types of contracts (FIDIC, JCT, NEC), and they will see the main differences between the FIDIC books (Red, Pink, Yellow, and Silver). They will also be introduced to the basic principles and tools of claim management and delay analysis.

The job opportunities opened by the skills acquired following the lessons of this specializing course are varied and plentiful: construction firms, engineering companies, real-estate developers, general contractors, government agencies, etc., all of them need and look for project managers who know how to deal and effectively manage contracts, claims, and delays.

The Programme will be delivered online and in English language.

ART. 3
Teaching content and organisation

The Post-graduate programme will start in **July 2024** and will end in **November 2024**.

This specializing course is made of one unit (49 hours) about project management (the PMI Project Management Institute course) with four more courses (100 hours) which deal with specific aspects of contract management in international construction works. 149 will be the full number of hours of lesson. All the lessons will be recorded and easily accessible on the e-learning platform of the Master School F.lli Pesenti. Several lessons will be in English. A final exam is scheduled

The course is a **15 ECTS** programme and teaching will be organised as follows:

Didactic activity	MANDATORY Courses		
	Course	SSD	Total hours
Project Management Institute (PMI) certifications (CAPM [®] - PMP [®])	ING-IND/35	129	5
Contracts by international standards (FIDIC, JCT, NEC, AAA)	ICAR 11	25	1
Introduction to Contract Management for FIDIC contracts (Red, Pink, Yellow, and Silver)	ICAR 12	75	3
Introduction to Claim Management for FIDIC contracts (Red, Pink, Yellow, and Silver)	ING IND/26	75	3
Introduction to Delay Analysis	ICAR 12	75	3
Final Exam	n.a.	5	0

ART. 4
Admission requirements

Candidates with a Bachelor/Master of Science in Engineering, Architecture and similar scientific disciplines could be eligible. Equivalent foreign qualifications from the respective university systems will be considered. The maximum number of admitted students is 40. The selection process is carried out by the Scientific Committee.

ART. 5
Formal requirements

The **admission application** must be submitted to the managing authority starting from the day after the date of this Decree and by **July, 15th 2024**.

The admission application must state the following "I authorise this University, under EU Regulation no. 2016/679 on data protection, to process personal data only for purposes related to the Post-Graduate Course's admission, enrolment and management, and agree to the disclosure of my personal information to third parties, particularly:

- public and private entities possibly interested in recruitment;
- to academic programme backers; Politecnico Treasurer for services related to tuition fees;
- to Managing Authorities managing loans, housing, flexible employment contracts, cultural, recreational and/or sport activities.
- I authorise the use of the data for statistical purposes in respect of the procedures and authorisations required by the cited regulation.

The extended information on data processing and data subject rights is available on the website www.polimi.it/privacy

The admission documentation is available on the School Master F.lli Pesenti del Politecnico di Milano website at the following link: <https://www.masterpesenti.polimi.it> or contacting the secretary at +39 02.2399.4341, e-mail: franchi@cise-polimi.it

The documents required for **admission** and **enrolment**, listed below, must be sent to:

Consorzio CISE c/o POLITECNICO DI MILANO

P.ZZA LEONARDO DA VINCI, 32

20133 MILANO (MI)

Phone. +39 02.2399.4341/4381

email: franchi@cise-polimi.it; paola.ronca@polimi.it

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

- a copy of an identity document
- a copy of the Diploma Supplement or a photocopy of degree certificate or self-certification drafted using the form provided by the managing body

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

- a copy of an identity document
- copy of degree diploma in original language and translation
- a copy of the transcripts in the original language and translation or Diploma Supplement in English **(upon enrolment the following must be handed in:**
 - **the Declaration of Value in Italy issued by the relevant Italian Representation abroad or**
 - **the Diploma Supplement with signature or digital mark or, in the absence of signature or digital mark, the Diploma Supplement with Apostille or**
 - **the certificate issued by ENIC/NARIC Centres or**
 - **the certificate issued by World Education Services - WES).**

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 abroad**

- **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 (upon enrolment the following must be handed in:**
 - **the Declaration of Value in Italy issued by the relevant Italian Representation abroad or**
 - **the certificate issued by ENIC/NARIC Centres or**
 - **the certificate issued by World Education Services - WES).**
- **a copy of a valid passport**

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

The Department of Energy of Politecnico di Milano shall transmit all the documents listed above for the evaluation of qualifications, for the purposes of enrolling in the Post-graduate course, 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 Ministry of Education, Universities and Research (MIUR)/Ministry of Foreign Affairs (MAE) note "Procedures for the entry, residence and enrolment of international students and related recognition of qualifications, for higher educational programmes in Italy for the academic year 2023-2024".

Following acceptance by the University, and only after having confirmed his/her attendance to the Managing Body for the Post-graduate course 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 Post-graduate course must create login credentials for Politecnico di Milano's Online Services on the www.polimi.it website, 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 Post-graduate course. Students who are already registered must update their personal details if they are not up-to-date.

The website 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 recovered autonomously or by means of an OTRS ticket.

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

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

In order to be enrolled, regardless of the post-graduate course delivery mode (face-to-face, online/distance), **non-EU citizens must upload a copy of their valid passport to their online services registry.**

ART. 6

Degree and award recognitions

ISSUED CERTIFICATION

In order to be able to take the final exam, students admitted to the post-Graduate course final examination have to pay the due fee through the online services of Politecnico di Milano.

At the end of the Programme, upon completion of the course and after passing the final test, the student will be awarded the Post-graduate certificate in “Project and contract management in construction works”, in English language.

STUDENT OBLIGATIONS

Attendance is compulsory for at least 80 per cent of the programme activities.

Withdrawal from the Programme must be communicated in written form. The training period cannot be suspended for any reasons.

TESTING METHODS

A final exam will be scheduled at the end of the course.

ART. 7

Tuition fees and contributions

The cost of this post-graduate programme is € **1,050.00** divided as follows:

- Politecnico di Milano enrolment fee is € **100.00** per student.
- Participation fee is € **950.00** per student

Politecnico di Milano enrolment fee will not be refunded under any circumstances.

Enrolment and participation fees can be paid by **July, 15th 2024** to the bank account IBAN number: IT89N0306909498100000001001 – Account no. 100000001001 – CAB 09498 – ABI 03069 – CIN EUR 89 – CIN IT N – account holder Consorzio CIS-E - Politecnico di Milano - at Banca Intesa San Paolo – Viale Romagna, 22 - 20133 Milano (MI).

Specifying as the reason for the payment: **ID 2700 CdP P&C MANAGEMENT IN CONSTRUCTION WORKS.**

ART. 8
Personal data processing

Under EU Regulation no. 2016/679 on data protection, the University processes personal data only for purposes related to the Post-graduate courses' admission, enrolment and management, and you agree to the disclosure of your personal information to third parties, particularly:

- public and private entities possibly interested in recruitment;
- to academic programme backers; Politecnico Treasurer for services related to tuition fees;
- to Managing Authorities managing loans, housing, flexible employment contracts, cultural, recreational and/or sport activities.
- I authorise the use of the data for statistical purposes in respect of the procedures and authorisations required by the cited regulation.

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ART. 9
Publication

This Decree is made public on Politecnico di Milano's website at <https://www.polimi.it/corsi/master-universitari-e-corsi-post-laurea/>

FOR CLARIFICATIONS AND FURTHER INFORMATION, PLEASE CONTACT:

Prof.ssa PAOLA RONCA

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The Rector
(Prof. Donatella Sciuto)
Signed Donatella Sciuto