

Welcome International PhD Candidates



The Department of Management,
Economics and Industrial Engineering

at

the Politecnico di Milano

2021 - 2022

Dear Ph.D .Candidate,

It is a great pleasure to welcome you on behalf of the Department of Management, Economics and Industrial Engineering at the Politecnico di Milano! With a renowned international PhD programme, our Department is at the forefront of major European technical universities, to provide our PhD students with the best opportunities to develop their scientific knowledge and research skills. At the same time, we are confident that your presence and research experience within our institution will contribute to build our excellence, and for this, we thank you!

Dealing with practical issues both in Milan and at DIG (that is, *Dipartimento di Ingegneria Gestionale*) demands a comprehensive overview, which is why we have prepared this compact, informative guide aimed to helping you during your first steps here. Be sure to absorb its contents carefully.

Enjoy your studies.

A handwritten signature in cursive script, reading "Michela Arnaboldi".

Michela Arnaboldi
Ph.D. Programme Director

Table of Contents

Welcome to DIG

- Milan · 4
- How to get to DIG · 4
- Overnight stay / Short term accommodation · 5
- Student accommodation · 6

Admission Procedures

- Enrollment as a PhD Candidate · 6
- Welcome Meeting · 7
- About the PhD Program · 7
- Study Plans · 7
- PhD Secretariat and International Student Office · 7
- Online Services · 8
- VISA Requirements · 8

Immigration and Getting Settled

- What to do and when to do it · 9
- Obtaining a Fiscal Code · 10
- Obtaining a Residence Permit (Non EU Citizens) · 10
- Obtaining an Italian Identity Card · 11
- Registering in the National Pension Institute (INPS) · 14
- Opening a Bank Account · 14
- Health Insurance · 14
- Registering in the National Healthcare System (SSN) · 15
- Claiming Residency in Milan · 16

Staying in Good Health

- Medical Issues · 17
- Medical Emergencies · 17
- Pharmacies · 18
- A concise Italian / English Healthcare Glossary · 19

Getting Around

- Public Transportation · 20
- Radiobus Service · 22
- Taxis · 22
- Bikes · 22
- Railways · 22
- Airports · 23

Studying at the Politecnico

- The Politecnico di Milano · 23
- PoliCard · 23
- Libraries · 24
- Internet and Printer Access · 25
- Cafés and Canteens · 25
- Student Associations · 25
- Sports · 26
- Language Courses · 26
- Campus Maps · 27

Living Practicalities

- Drinking Water / Rubbish Disposal · 27
- Shops and Markets · 28
- Night life · 29
- Money Matters · 31
- Public Holidays and Special Events · 31
- Weather / What to wear · 31

Staying Safe

- Emergency Contacts · 32

Appendix

- Contacts and Forms · 34

Welcome to DIG

Milan

“Milan never fails to be a great city, and when it declines it soon becomes great again.”

These words, uttered by a 17th-century ambassador, could never be more relevant to the city today - its ability to rise from the ruins of wars, epidemics, sieges and bombings over the centuries is a testament to its greatness. Milan is one of Europe's most enterprising, vibrant and innovative cities and second to Rome only in population. A major city in all aspects, Milan is relatively small and may be explored mostly on foot. Traditionally considered a world capital of fashion and Italy's unofficial economic center, Milan offers a particularly rich array of museums, concert halls, sporting events, theaters, art galleries, libraries and educational institutions, making it an epicenter of cultural importance.



The Alps shield Milan from the extremes of the Northern European winter, but temperatures can rise well above 35 degrees Celsius in the summer. Its proximity to the Lake Region makes it a particularly pleasant place to live; if you need a change of pace from the fast city life, day trips to towns like Como or Iseo make for the perfect getaways. In the winter, those who enjoy skiing or other winter sports are within a few hours of beautiful snow-covered mountains.

Milan is easily connected to the rest of Europe with fast, convenient routes to Switzerland and France, and to Austria and Germany via Verona. The city itself has very good public services and is equipped with an extremely efficient public transportation system which comprises trams, buses, regional rail lines, and four underground lines.

Fast Facts: Italy

Area	301,338 km ²
Population	59.5 million inhabitants
Capital and largest city	Rome (2.8 million inhabitants)
Other major cities	Milan (1.3 million inhabitants), Naples (960K inhabitants)
Currency	Euro
Official language	Italian
Political system	Constitutional Republic
Calling code	+39

For useful advice on daily life in Milan, see [Living Practicalities](#).

How to get to DIG

DIG is located at the Politecnico's Bovisa campus at **Via Lambruschini 4/B** or **BL 27, 20156 Milano**.

How to get to DIG

FROM THE DUOMO

Take the M1 towards Rho Fiera-Bisceglie and get off at Cadorna. Then take the regional train to Bovisa, *or*: Take the M1 towards Sesto FS and get off at Porta Venezia. Then take the regional train to Bovisa.
Approximate travel time: 25 min

FROM MALPENSA AIRPORT

Take the train (FNM – Ferrovie Nord Milano) to Bovisa (see www.malpensaexpress.it/en for a timetable).
Approximate travel time: 45 min

FROM LINATE AIRPORT

Take bus 73 towards Piazza San Babila and get off at San Babila. Take the M1 towards Rho Fiera or Bisceglie and get off at Cadorna. Then take the regional train to Bovisa.

Approximate travel time: 50 min

FROM ORIO AL SERIO AIRPORT

Take a shuttle bus to Milano Centrale Railway Station (tickets are €5 and may be purchased on the bus).

From Centrale, take the M2 towards Cadorna. Get off at Cadorna and take the regional train to Bovisa.

Approximate travel time: 1 h 40 min

FROM STAZIONE CENTRALE

Take the M2 towards Cadorna and get off at Cadorna. Then, take the regional train to Bovisa.

Approximate travel time: 30 min

Overnight stay / Short –term accommodation

You can find and book a room for your first night(s) on the Province of Milan’s Tourism portal, which has a near-complete listing of the city’s hotels: <https://www.yesmilano.it/en>. Amongst the hotels closest to DIG are:

****	Hotel Radisson Blue Via Villapizzone 24, Milano www.radissonblu.com/hotel-milan <i>This hotel has an agreement with DIG.</i>
****	Sunflower Hotel Piazzale Lugano 10, Milano http://www.hotelsunflower.it/en/ <i>This hotel has an agreement with DIG.</i>
****	Milan Suite Hotel Via Varesina 124, Milano https://www.milansuitehotel.com/en/
****	Best Western Hotel Madison Via L. Gasparotto 8, Milano https://www.madisonhotelmilano.com/en/home-page.aspx
****	Hotel Double Tree Via Ludovico di Breme 77/79, Milano https://www.dtmilan.com/en/
***	Hotel Valganna Via G.B. Varè 32, Milano http://www.hotelvalganna.com/template.php?pag=1140&tongue=ENG
***	Hotel Corallo Via Cesena 20, Milano www.hotelcorallomilano.it

Student accommodation



Politecnico Student Housing

The following residence halls are nearest DIG:

"Galileo Galilei" Residence (Single or double room in a dormitory)

Via Corridoni 22

<http://www.residenze.polimi.it/index.php?id=198&L=0.html>

Campus "Martinitt" (Single or double room in a dormitory)

Via Pitteri 56

<https://www.campusmartinitt.it/>

University-provided housing is fairly uncommon in Italy, although the Politecnico has several student residences. For new incoming foreign students with no acquaintances in Milan, it can be quite difficult to find a place to live. It's recommended you find and book your accommodation **before** arrival. More useful information may be found here:

Politecnico Resident Services

<http://www.residenze.polimi.it/?l=1>

Admission Procedures

Enrollment as a PhD Candidate

PhD applicants admitted with or without a scholarship must begin the enrollment procedure at www.phd-admission.polimi.it. Applicants must provide the following information:

- The program or area in which (s)he has been accepted and the scholarship received. Please note that once a scholarship is accepted, it forms a binding agreement that excludes the candidate from making certain changes.

or

- If the applicant wishes to renounce a scholarship, (s)he must indicate whether (s)he wishes to enroll as a full fee paying student or drop out entirely. It is impossible to reinstate a scholarship and/or enrollment once it has been declined by the applicant.

Applicants holding a degree from a foreign university must bring an officially-approved (i.e. from a consular representative) translation of the diploma obtained **within the enrollment deadline**.

Welcome Meeting

At the beginning of each academic year, new PhD candidates are invited to attend two Welcome Day Meetings both at the PhD School and Departmental (DIG) level. Candidates will be formally introduced to the Director of PhD Studies, student representatives, and the secretariat service. For more details, visit www.polimi.it.

About the PhD Program

PhD studies are focused on research. General regulations are laid forth by the PhD school; each PhD program provides a further set of rules and guidelines for each Study Program, including requirements for particular courses.

Study Plans

Each year, PhD candidates complete a Study Plan by listing the courses they will take. Choosing a Study Plan happens incrementally; courses may be added during the academic year. Each study plan is approved at the end of each academic year.

Timeframe

PhD candidates may start attending classes as early as November 2017, but it is not advised to formally select the first courses until January (Specific dates are provided in the Study Plan section online).

Services and Suggestions

Upon inserting a course in a Study Plan, the PhD candidate will receive an e-mail with practical course information, access to study material on the BeeP platform (through OnLineServices), and registration for a formal evaluation (exam certificates are also available through OnLine Services).

Courses are generally taken only but not exclusively during the first two years. PhD candidates are invited to attend courses during the third year, but are strongly encouraged to focus most of their efforts on research by that point.



PhD Secretariat and International Student Office

PhD Secretariat

The PhD Secretariat oversees all PhD programs in all departments. It has the following responsibilities:

- Overseeing the admissions process, including enrollments and scholarships (along with Commission Reports, classification lists, reservations, relations with Scholarship Coordinators)
- Overseeing the welcoming process for foreign and visiting PhD candidates
- Management of PhD careers, including help with Study Plans, certifications and registrations, transfers and waivers, respites, suspensions, tax management and contributions, admission to final exams, title issuance
- PoliCard Management
- Overseeing the management of information via e-mail, telephone and online

International Students Office

Before and after arrival, the International PhD Students Office will support you in optimizing your arrival and your stay. The office provides information concerning accommodation, stay permits, health insurance and anything concerning your life in Milan.

PhD International Students Office

Via Golgi 42, 2nd floor
Hours: Mon – Fri, 09.30 – 12.30
Tel. + 39 02 23999786
internationalphd@polimi.it

	SPORTELLO	DESCRIZIONE SERVIZIO	IN ATTESA
B	24	13	
G	9	3	1
A	82	19	4
G	11	3	48
G	81	19	2
		Tasse	48

05/2009 11.06 a lun a ven dalle 14:00 alle 16:00 telefonando al 800...

Online Services

Once registered with an ID number and password, PhD candidates may access Online Services at www.polimi.it/onlineservices.

E-mail Account

All PhD candidates will receive an official university e-mail address upon registration. The format is **name.surname@polimi.it**.

E-mail Directory

The university has a digital directory of e-mail addresses and internal telephone numbers. To access the directory, visit www.polimi.it and click on "Rubrica/Phone and E-mail".

VISA Requirements

A Visa is a travel document issued by the traveller's country of residence and placed in your passport. It is the key which entitles non-EU citizens to enter Italy, but it does not permit you to reside in Italy; for that you must apply for a residence permit right after arrival.

In order to enroll, non-EU citizens should contact the Italian Embassy/Consulate in their own country of residence within the deadline established every year by the Ministry of Education (MIUR) and submit the requested "Modello A" in order to obtain a student visa. Please visit the Miur website at "Studenti Stranieri" section for deadlines and requirements: www.studiare-in-italia.it/studentistranieri.

The Embassy/Consulate/ICT will issue an entrance visa for study purposes to applicants who have been admitted. Do not attempt to enroll with a tourist visa. Only students with a student visa are eligible for enrolment. Please inform the PhD International Office if you have any difficulty obtaining a visa or your date of arrival has been delayed.

Immigration and Getting Settled

Italian bureaucracy is infamously complicated, and it is quite easy to find yourself in an unfortunate situation if you haven't properly followed an official procedure. The following portion of this guide is therefore dedicated to helping you perform necessary tasks such as obtaining a fiscal code, opening a bank account or registering with the National Healthcare System. Please read each section attentively, and remember that any questions or concerns may be brought to Student Services.

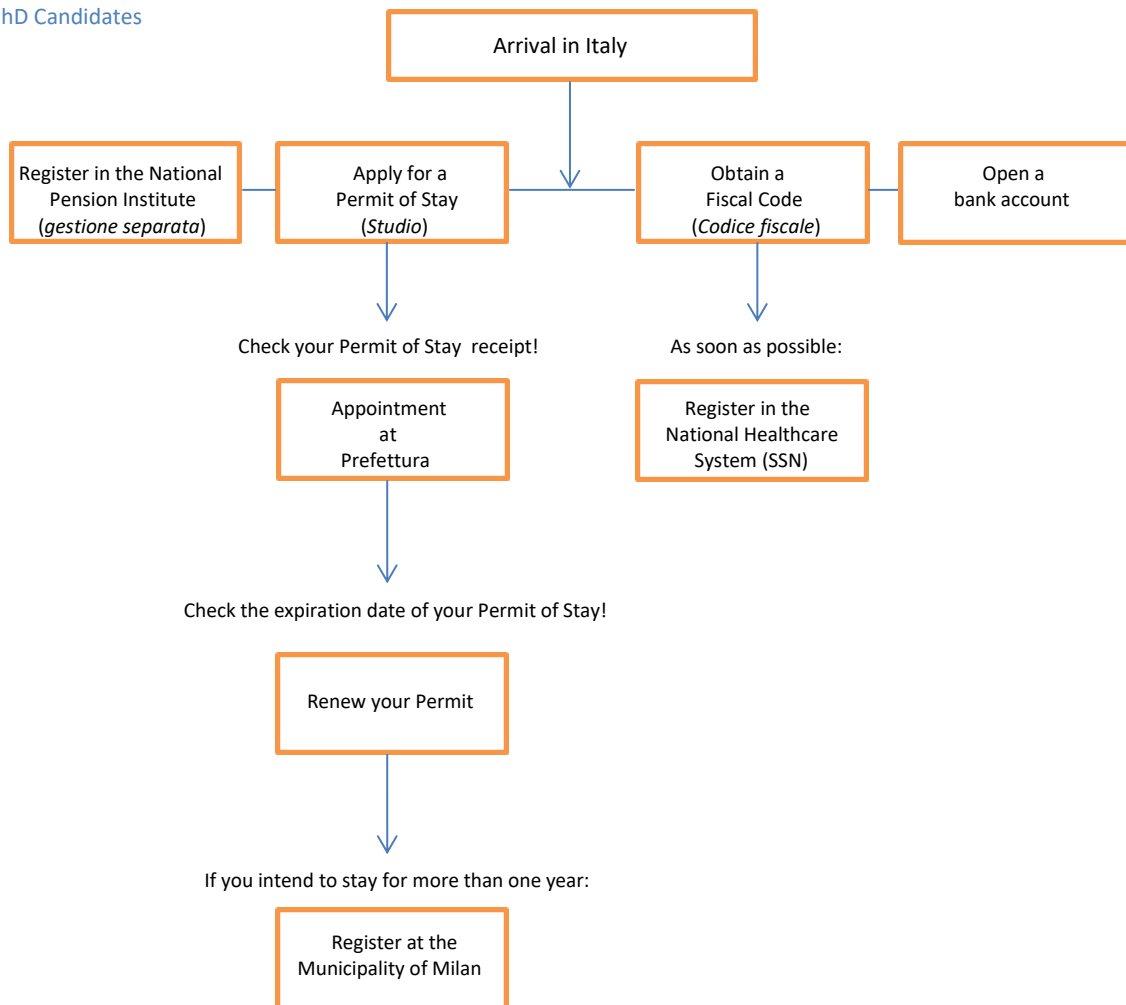
What to do and when to do it

Please refer to the following flow charts showing the order of several important procedures.

EU PhD Candidates



Non EU PhD Candidates



Obtaining a Fiscal Code

A fiscal code (*Codice fiscale*) is an alphanumeric code of 16 characters issued free by the Ministry of Finance to uniquely identify citizens. You need to have your own *codice fiscale* to open a bank account, sign contracts and gain access to public services, including health services. In order to obtain your *codice fiscale*, you have to go to the nearest *Ufficio delle Entrate* to your place of residence. You can find a complete list of the local offices in Milan on the website <https://www.agenziaentrate.gov.it/portale/web/english>.

The central office is located here:

Agenzie delle Entrate

Via Moscova 2

Tel. 02 636791

Hours: 08.30 – 13.00, Monday, Wednesday, Friday and Saturday;

08.30 – 15.30, Tuesday and Thursday

Be sure to bring the following with you:

- A passport/ID card (EU Nationals)
- A passport and copy of your visa (non-EU Nationals)

After filling out a form, the fiscal code is immediately produced. If you plan on remaining in Italy for more than six months, you may request a plastic card (The card will be sent directly to your address after about a month). Your fiscal code is unique and will never expire. Once obtained, it may be used should you ever return to Italy.



Obtaining a Residence Permit (Non EU Citizens)

Non-EU Citizens

If you are a no-EU citizen, within eight days of your arrival in Italy, you have to complete a so-called “kit” to apply for a residence permit in the city where you’ll be living. The kit is available at all the post offices bearing a “Sportello Amico” sign. Please ask your International Students Office/Desk of reference for further information. The kit must be accompanied by copies of the following documents:

- Copy of your passport with visa and personal data page
- Copy of your admission letter issued by the Politecnico di Milano (the duration of your PhD degree program must be clearly stated). The letter must be stamped by the Italian Diplomatic/Consular representative where the entry visa is issued/letter of enrolment issued by the registrar’s office.
- A copy of your health insurance policy. Health insurance bought abroad must be validated by the Italian Embassy in your country (if not already in English). You can also buy health insurance upon your arrival in Italy. See [Health Insurance](#).

At the Post Office you’ll be given a receipt to be kept and shown in order to testify the request submission. In order to check if your residence permit is ready for collection check www.poliziadistato.it, “Permesso di Soggiorno” section, writing the file number related to your application you received at the Post Office. While waiting for your Permit of Stay, the application receipt is a valid legal substitute until the real one arrives.

In addition to the notice displayed by this system on the status of your application, you will be informed via SMS (on your Italian phone) about the day, time and place where you can collect your residence permit. Further information about permit of stay release and renewal can be found here: www.portaleimmigrazione.it.

When asking for your permit for the first time, please remember to specify that it is not a renewal. The stay permit for study purposes is valid for a maximum of one year. You can apply for its renewal starting from 60 days prior to its expiration and within 30 days after. Any international students with a valid permit of stay are allowed to **work for a maximum of twenty hours per week and 1,040 hours per year**, but remember that in order to obtain a residence permit renewal, **you must pass your exams yearly**.

Residence Permit Renewal

If you need to renew your residence permit, you will need to fill out the Kit to apply for a residence permit (form 1 only), which is available at the Post Office. The Kit must be handed in at the Post Office together with the following documents:

- Copy of a valid passport with a visa + copy of the page with personal data and expiration dates

- Copy of your permit of stay
- Copy of the documentation certifying the availability of adequate financial resources: about €5,600 (e.g. scholarship certification and bank statement)
- Transcript of records with proof of 1 exam successfully passed if this is your first renewal and 2 exams successfully passed for each following renewal
- Copy of your health insurance

Cost of Residence Permit (1st Release and Renewals)

Once your kit is ready, take it to a Sportello Amico at the Post Office. The following payments must be made in cash only:

- €16 “*Marca da bollo*” (a stamp that can be purchased at any tobacconist)
- €30 to be paid when handling a Kit at the Post Office
- Annual fee for the permit of stay

Obtaining an Italian Identity Card

There are two ways to obtain an Italian identity card:

1. By personally submitting an application. You will have to visit the Comune twice, but this method takes less time.
 - i. Visit www.comune.milano.it.
 - ii. Click on “Servizi Online” at the top of the page:

The screenshot shows the homepage of the Comune di Milano. At the top, there is a navigation bar with the following links: Home, Come fare per, In Comune, **Servizi on line** (highlighted with a red box), Elenco Siti tematici, Filo diretto, News, and Sala stampa. Below the navigation bar, there are three main sections: 'INFORMAZIONI E SERVIZI' on the left, 'CERCA' in the center, and 'RICORDATI' on the right. The 'INFORMAZIONI E SERVIZI' section includes a list of services such as 'Pagare tasse e tributi', 'Controllo Dichiarazioni', 'Educazione e Istruzione', 'Adotta il verde pubblico', 'Per muoversi in e fuori città', and 'Certificati e documenti'. The 'CERCA' section features a search bar and two featured articles: 'Speciale Mini Imu' and 'Iniziati i lavori Rinasce il centro sportivo Iseo'. The 'RICORDATI' section has a 'SEMPLIFICAMI' heading and text encouraging users to simplify their processes.

- iii. Click on “Servizi Anagrafici” on the left-hand menu:

The screenshot shows the 'Servizi on-line' page of the Comune di Milano. The left-hand menu is visible, with 'Servizi anagrafici' highlighted by a red box. The main content area is titled 'Servizi on-line' and contains the following text: 'Oggi Milano è più facile grazie ai servizi online del Comune. Attraverso i nostri sportelli interattivi puoi sbrigare pratiche, inviare pagamenti e compiere tante altre operazioni comodamente da casa o dall'ufficio, 24 ore su 24.' Below this, it states: 'Alcuni servizi sono ad accesso libero, altri richiedono la registrazione al portale. Li riconoscerai da un lucchetto colorato. Se ancora non sei registrato, fallo subito: collegati alla pagina di **Accesso e registrazione** e segui la procedura descritta.' At the bottom, there is a section for 'Area C' with the text: 'Un semplice clic per richiedere e attivare il ticket di ingresso, registrare il tuo veicolo, calcolarne il valore di accesso'. The 'Siti utili' section on the right includes a link for 'Accesso e registrazione'.

- iv. Click on “Accedi al servizio” under the title “Residenza Stranieri”:

Residenza stranieri

Se sei un cittadino UE o EXTRA UE e richiedi per la prima volta la residenza a Milano prenota il tuo appuntamento on line.



- v. If this is your first time, you must register:

Accesso per utenti light o certificati

Accesso con ID e password

ID utente
Password

Entra

Accesso solo per utenti certificati con CRS



Inserisci la carta nel lettore e clicca su "CRS"
Per la verifica della corretta installazione clicca [qui](#)

CRS

Registrazione per nuovi utenti


Se non sei registrato vai alla pagina di registrazione cliccando su "registrati" e diventa utente di www.comune.milano.it

Registrati

Registration

Per accedere in sicurezza e nel rispetto della privacy ai servizi on-line del Comune di Milano e' necessario essere registrati al portale.

Scegli il profilo di registrazione piu' adatto alle tue esigenze e segui le istruzioni.


 **Utenti light**
I servizi riservati agli utenti light sono riconoscibili dal lucchetto giallo.

Tra questi:

- Newsletter
- Pagamento multe
- A che punto e' la mia pratica di residenza
- Collaborazioni in Comune - invia il tuo curriculum
- Scrivi al Comune

Per consultare l'elenco completo dei servizi con lucchetto giallo, consulta le [pagine di aiuto il linea](#).

Diventa utente light

 **Utenti certificati**
I servizi riservati agli utenti certificati sono riconoscibili dal lucchetto rosso.

Tra questi:

- Tutti i servizi per gli utenti light
- Certificati on-line
- Pagamenti vari
- Iscrizioni alle scuole dell'infanzia
- TARSU (solo per chi ha il codice contribuente)

Per consultare l'elenco completo dei servizi con lucchetto rosso, consulta le [pagine di aiuto il linea](#).

Diventa utente certificato

- vi. Log on and reserve an appointment at the nearest Comune to your apartment:

Zona 1 (Sede Centrale) - Via Larga 12. Mon-Fri 8.30-15.30
Zona 2 - Via Padova 118. Mon-Fri 8.30-15.30
Zona 3 - Via Sansovino 9. Mon-Fri 8.30-12.30; 14.30-15.30
Zona 4 - V.le Ungheria 29. Mon-Fri 8.30-12.30; 14.30-15.30
Zona 4 - Via Oglio 18. Mon-Fri 8.30-12.30; 14.30-15.30
Zona 5 - V.le Tibaldi 41. Mon-Fri 8.30-15.30
Zona 5 - Via Boifava 17. Mon-Fri 8.30-12.30; 14.30-15.30
Zona 6 - V.le Legioni Romane 54. Mon-Fri 8.30-15.30
Zona 7 - P.le Stovani 3. Baggio Mon-Fri 8.30-12.30; 14.30-15.30
Zona 7 - Via Paravia 26. Mon-Fri 8.30-12.30; 14.30-15.30
Zona 8 - Via Quarenghi 21. Bonola Mon-Fri 8.30-12.30; 14.30-15.30
Zona 8 - P. Accursio 5. Mon-Fri 8.30-15.30 (closed from 24/06/2013)
Zona 9 - Via Balducci 76. Mon-Fri 8.30-12.30; 14.30-15.30
Zona 9 - L.go De Benedetti 1. Mon-Fri 8.30-12.30; 14.30-15.30
Zona 9 - Via G.B. Passerini 5. Mon-Fri 8.30-12.30; 14.30-15.30

- vii. Print the appointment confirmation.

- viii. When you go to your appointment, bring the following documents:

- a. A completed application form (The form is attached in PDF format. It may also be found at the Comune).
- b. Your passport (Original + 1 copy)
- c. Your *permesso di soggiorno* or, if not, its receipt (Original + 1 copy)
- d. 3 passport-sized photos

NB * If you are married and want to obtain Italian identity card for your spouse, you must bring a marriage certificate (or copy) that has been translated and notarized by an Italian authority. Alternatively, you may bring a declaration of marriage produced by your Consulate/Embassy and notarized by an Italian authority.

** You may be asked to present a house contract at the Comune. If you do not have one, you may use a guest declaration produced by the owner of the house.

*** Make sure that your full name is on both the doorbell and post box at your apartment. The Comune may send an inspector to your apartment to verify that you live there.

- ix. At your appointment, you will receive a receipt that includes the time your identity card will be ready for pick-up. When you return, bring a copy of the photo you submitted at the first appointment.

2. By submitting an application via post. This method is simpler, but takes more time.

- i. Print and complete the attached form.
- ii. Prepare the required documents (See 1.viii)
- iii. Put the application and the documents in one envelope. The type of envelope must be "Raccomandata con ricevuta di ritorno". Send it to the following address:

Uff. Stranieri Residenza
Via Larga 12
20122 Milano MI

Registering in the National Pension Institute (INPS)

Registration to the National Pension Institute (INPS) is necessary to process social security contributions. The type of registration needed is called *gestione separata*. All PhD Candidates are required to register, following these steps:

- Fill in a PIN Request Form (See Appendices)
- Go to an INPS Office (the main branch is in Via Melchiorre Gioia 22) and submit the completed form. Bring your passport.
- After a few days, login the INPS site and activate your PIN. You will be asked to change your PIN upon access (Click "Registrazione gestione separata").

Opening a Bank Account

All foreign PhD candidates must open a bank account while in Italy. Simply go to a branch office of any bank (read the suggestions below to help you decide which bank to choose) with the following:

- Your fiscal code
- Your passport
- A receipt of your residence permit
- A certificate of your enrollment at the Politecnico / A copy of your employment contract

Upon opening an account, it is advisable to make an initial deposit of €50 to cover any incidental fees. Don't leave the bank without making sure you have an IBAN code, as this will permit you to receive wireless deposits from the Politecnico.

In Milan there is a bank on almost every corner, and almost all of them have automatic cash dispensers. Small branches are normally open from 08.00 – 13.00 / 15.00 – 16.00. Banks are closed on Saturdays, Sunday, and during public holidays. **Banca Popolare di Sondrio** is the Politecnico's official sponsoring bank; it therefore offers convenient terms and conditions to all students (See [PoliCard](#) for details). Amongst the closest branches to the Politecnico are:

Banca Popolare di Sondrio, Filiale 21 (Leonardo Campus)
Via Edoardo Bonardi 4, 20133 Milano
Tel. +39 02 2399 3305

Banca Popolare di Sondrio, Filiale 5 (Bovisa Campus)
Via degli Imbriani 28, 20158 Milano
Tel. +39 02 3931 1498

Here is a list of some other banks that are close to DIG and offer convenient conditions for students:

Intesa Sanpaolo
Viale Edoardo Jenner 76
Tel. +39 02 3935891

Unicredit
Piazzale Bausan 10
Tel. +39 02 86811400

Health Insurance

In order to apply for a residence permit, within 8 working days of your arrival in Italy, you must have health insurance valid for Italy. This can be either private insurance underwritten in your home country, or one purchased in Italy. In Italy, you can purchase your insurance from INA Assitalia (€98 for one year, € 49 for 6 months) or SSN – the National Health Service (€ 149.77 yearly and valid for one calendar year from 1 January to 31 December). Please note that INA Assitalia insurance covers emergency care at the hospital only. Subscription to the SSN is not compulsory; however it is strongly suggested since it entitles you to the same treatment as Italian citizens, including:

- choice of a general practitioner who can see you free of charge, prescribe medicine and laboratory tests and refer you to specialists (dentists, orthopedics, etc.);
- free admission to public or certified private hospitals;
- free access to doctors on duty and continuous assistance service (*guardia medica*).

To register with INA Assitalia, go to the post office and fill in a blank payment bulletin with the following details:

c/c postale n: 71270003
 Intestato a: Agenzia Generale di Roma INA Assitalia, Conto 20
 Causale: polizza sanitaria studenti stranieri da 6 mesi (for 6 months) / da 12 mesi (for one year)
 Euro: 98 (for one year), 49 (for six months)

To register with the National Health Service, go to the Post Office and fill in a blank payment bulletin with the following details:

c/c postale n: 379222
 Intestato a: Amministrazione P.T. Regione Lombardia
 Causale: iscrizione volontaria S.s.n.
 Euro: 149.77

Registering in the National Healthcare System (SSN)

The National Healthcare System (*Servizio Sanitario Nazionale; SSN*) guarantees medical treatment to EU citizens and non-EU citizens who are registered. Once registered, you have the ability to choose a general practitioner or specialist, receive free medical assistance (including hospital visits), or buy prescription medicine at a minimal price. A healthcare card (*tessera sanitaria*) will be sent by post once registration has been completed.

Please note that those **not** registered in the National Healthcare System are expected to **pay hospital charges in full** for any medical treatment; it is usually possible however to claim an insurance reimbursement. For those who opt to receive private medical treatment, consult [Medical Issues](#) for a listing of Medical Centers in Milan.



Once you have paid the €149.77 fee (see above), go to your local ASL office to complete registration. You can find a list of ASL offices according to district of residence to register with the National Health Service at www.asl.milano.it. If you are a non-EU citizen, in order to register with the National Health Service you must submit:

- the receipt of payment to the National Health Service;
- your tax code (codice fiscale);
- your passport;
- your residence permit (receipt);
- a certificate of enrolment at the Politecnico di Milano.

If you are an EU citizen, in order to receive medical assistance from the National Health Service under the same conditions and at the same cost as Italian citizens, you need to have a TEAM card (European Health Insurance Card) in order to receive treatment.

ASL Offices (Uffici Scelta e Revoca)

District	Address	Hours
1	Corso Italia 19 (20122) Tel. +39 02 85788113	M – F from 08.30-12 / 13.30-15
2	P.le Accursio 5 (20151) Tel. +39 02 85788218	M – F from 08.30-12 / 13.30-15
2	Via Livigno 3 (20158) Tel. +39 02 85788219	M – F from 08.30-12 / 13.30-15
3	Via A. Doria 52 (20124) Tel. +39 02 85788321	M – F from 08.30-12 / 13.30-15 Sat from 08.30-12
3	Viale Don Orione 2 (20132) Tel. +39 02 85788321	M, W, F from 08.30-12 / 13.30-15
3	Largo Volontari del Sangue 1 (20133) Tel. +39 02 85788321	Tues, Thur from 08.30-12 / 13.30-15
4	Via Baroni 48 (20142) Tel. +39 02 85788409	Tues, Thur from 08.30-12 / 13.30-15
4	Via Ripamonti 20 (20136) Tel. +39 02 85788410	M, W, F from 08.30-12 / 13.30-15
4	Via Molise 64 (20137) Tel. +39 02 85788411	M – F from 08.30-12 / 13.30-15

Claiming Residency in Milan

Those who have been living in Milan for at least three months and intend on staying for more than one year are required to claim residency. Requests are handled at any Department of Records office (*Sede Anagrafica*), of which there are fifteen in Milan. The main branch is located here:

Sede Anagrafica

Via Larga 12

Tel. +39 02 02 02

Hours: 08.30 to 13.30, Monday through Friday

Be sure to bring the following with you:

- Your passport or ID card (original and photocopy)
- Your fiscal code (original and photocopy)
- Your Permit of Stay (original and photocopy)
- A letter confirming your enrolment at the Politecnico
- A completed EURO 1 form (EU citizens only)

For more information, please consult www.comune.milano.it.



Staying in Good Health

Italy has a public healthcare system. If you are a European citizen or have a Permit of Stay, you are entitled and encouraged to enroll in the National Healthcare System (SSN). See [Registering in the National Healthcare System \(SSN\)](#).

Medical Issues

If you have an urgent medical issue that requires assistance, you should first see a general practitioner, who will then refer you to a specialist. Specialists generally work in hospitals or local medical buildings, though some operate in private studios.

PhD Candidates who are not enrolled in the National Healthcare System and/or prefer an English-speaking doctor may contact the following health centers:

Milan Medical Center

Via Angelo Mauri 3
MM Conciliazione; Trams 16, 29, 30; Bus 61
Tel. +39 02 43.99.04.01
Emergency: **338 165 1324**

www.milanmedicalcenter.it

info@milanmedicalcenter.it

The Milan Medical Center is the city's premier English-speaking health clinic.

The specialty services provided include: general medicine, allergology, dermatology, dietetics, gynecology and obstetrics, dentistry, orthodontics, otorhinolaryngology, pediatrics, psychotherapy and systemic counseling.

International Health Centre

Galleria Strasburgo 3
Tel. +39 02 76340720

www.ihc.it

ihcemail@tin.it

AIMC: American International Medical Centre

Via Mercalli, 11
Tel. +39 02 58319808

www.aimclinic.it

info@aimclinic.it

Please note that the aforementioned clinics are **private**; patients are therefore charged for the services provided.

Medical Emergencies

In Italy you should not go to the Emergency Room unless you are severely ill, your condition is life-threatening or you have been in a serious accident. Upon arrival you will be assigned a code: white, yellow or red; white being the least urgent and red the most. Be aware that the amount of time you wait depends on the level of emergency and that the least-urgent situations are handled last.

If you require an ambulance, dial **118** (toll free). Be prepared to share the following information:

- The nature of the emergency
- The address of your current location (including the building's civic number)
- Your full name and phone number

Remember to speak slowly and clearly if you are speaking in English.

Alternatively, the Italian Red Cross may be summoned by dialing **+39 02 3883**.

OSPEDALE NIGUARDA

Piazza Ospedale Maggiore 3

Tel. +39 0264441

www.ospedaleniguarda.it

OSPEDALE FATEBENEFRATELLI

Corso Porta Nuova 23

Tel. +39 0263631

www.fbf.milano.it

OSPEDALE MAGGIORE ("POLICLINICO")

Via F. Sforza 35

Tel. +39 0255031

www.policlinico.mi.it

OSPEDALE SAN CARLO

Via Pio Secondo 3

Tel. +39 0240221

www.sancarolo.mi.it

OSPEDALE SAN GIUSEPPE

Via San Vittore 12

Tel. +39 028599

www.fatebenefratelli.it/s.giuseppe

OSPEDALE SAN RAFFAELE

Via Olgettina 60

Tel. +39 0226431

www.sanraffaele.org (also available in English)

OSPEDALE SAN PAOLO

Via di Rudinì 8

Tel. +39 0281841

www.hspsanpaolo.mi.it

OSPEDALE LUIGI SACCO

Via G. B. Grassi 74

Tel. +39 0239041

www.hsacco.it

Pharmacies

For minor medical problems, it is best to visit a local pharmacy (*farmacia*). In Milan there are plenty of pharmacies, and they are easily recognizable by an illuminated green cross. Most open daily from 08.30 - 12.30 / 15.30 - 19.30 on weekdays; they tend to be closed or open for limited hours on Saturday. All but a few are closed on Sunday.

To find the pharmacy nearest you, call 800 80 1185.



The following pharmacies are close to the Department:

Farmacia Cavalli

Via Giuseppe Candiani, 122

Tel. +39 02 3761937

Farmacia Curi

Piazza Giovanni Bausan

Tel. +39 02 39313189

Farmacia Imbriani

Via degli Imbriani 26

Tel. +39 02 39311126

The following pharmacies are open **24-hours** a day:

Farmacia Stazione Centrale

Tel. +39 02 6690735-0935

Farmacia Boccaccio

Via Boccaccio, 26

Tel. +39 02 4695281

Farmacia Carlo Erba

Piazza Duomo, 21

Tel. +39 02 86464832

A concise Italian / English healthcare glossary

Anestesista **Anesthetist**

Azienda Sanitaria Locale (ASL) **Regional Healthcare Office**

Cardiologo **Cardiologist**

Certificato d'infortunio **Proof of Accident Certificate**

Certificato di malattia **Proof of Illness Certificate**

Cliniche od ospedali privati **Private clinics or hospitals**

Convenzionato/Accreditato **Certified**

Codice assistito **Patient code number**

Codice fiscale **Tax file/code number**

Codice regionale **Regional code number (of the doctor)**

Dentista **Dentist**

Dermatologo **Dermatologist**

Ecografia **Ultrasound**

Endocrinologo **Endocrinologist**

Epatologo **Hepatologist**

Esame del sangue **Blood test**

Esenzione ticket **Ticket exemption**

Farmaco **Medicine**

Farmacia **Pharmacy**

Fattura **Invoice**

Fisioterapista **Physiotherapist**

Gastroenterologo **Gastroenterologist**

Ginecologo **Gynecologist**

Gravidanza **Pregnancy**

Guardia Medica **Emergency home visiting service**

Impegnativa **Doctor's referral**

Incidente **Accident**

Istituto Nazionale di Previdenza Sociale (INPS) **National Pension Institute**

Laboratorio delle analisi **Laboratory (for medical testing)**

Malattia **Illness**

Malore **Faintness**

Medico generico **General practitioner**

Medico specialista **Medical specialist**

Omeopatia **Homeopathy**

Ortopedico **Orthopedist**

Ospedale **Hospital**

Otorinolaringoiatra **Otorhinolaryngologist**

Poliambulatorio **Polyclinic**

Pronto Soccorso **Emergency ward; A&E**

Psichiatra **Psychiatrist**

Psicologo **Psychologist**

Ricovero ospedaliero **Hospitalization**

Servizio Sanitario Nazionale (SSN) **National Healthcare System**

Tessera sanitaria **Health card**

Vaccinazioni **Vaccinations**

Visita a domicilio **Medical home visit by a doctor**

Getting Around



Apart from walking or cycling, it's easiest to get around Milan using the underground or regional rail lines. Daily service operates from 06.30 until 00.30 on weekdays, with a two-hour extension on Friday and Saturday nights. Don't worry if you are initially confused by the public transportation scheme; with daily use it becomes quite simple over time.

If you find yourself on foot in the city's historic center, stop by the tourist kiosk in Piazza San Babila, where you can ask for information and request a map. Do not hesitate to ask locals for directions. Most people in Milan speak at least some basic English and are helpful. Various maps of the city may be downloaded here:

<https://www.yesmilano.it/en/getting-around>.

Public Transportation

Public transport is managed under the authority of **ATM** (Azienda Trasporti Milanese), whose service includes buses, trams and underground and regional train lines.

Buses/Trams: With more than 90 urban routes, the bus/tram system quite often offers a more direct route than the underground. A single-way fare is €1,50; passengers are permitted to get on and off different lines for the first 90 minutes after the ticket has been validated.

Underground: The underground system consists of 4 lines: M1 (red), M2 (green), M3 (yellow) and M5 (purple - under construction). A single-way fare is €1,50; each ticket is valid only for 1 journey lasting no more than 90 minutes after validation.

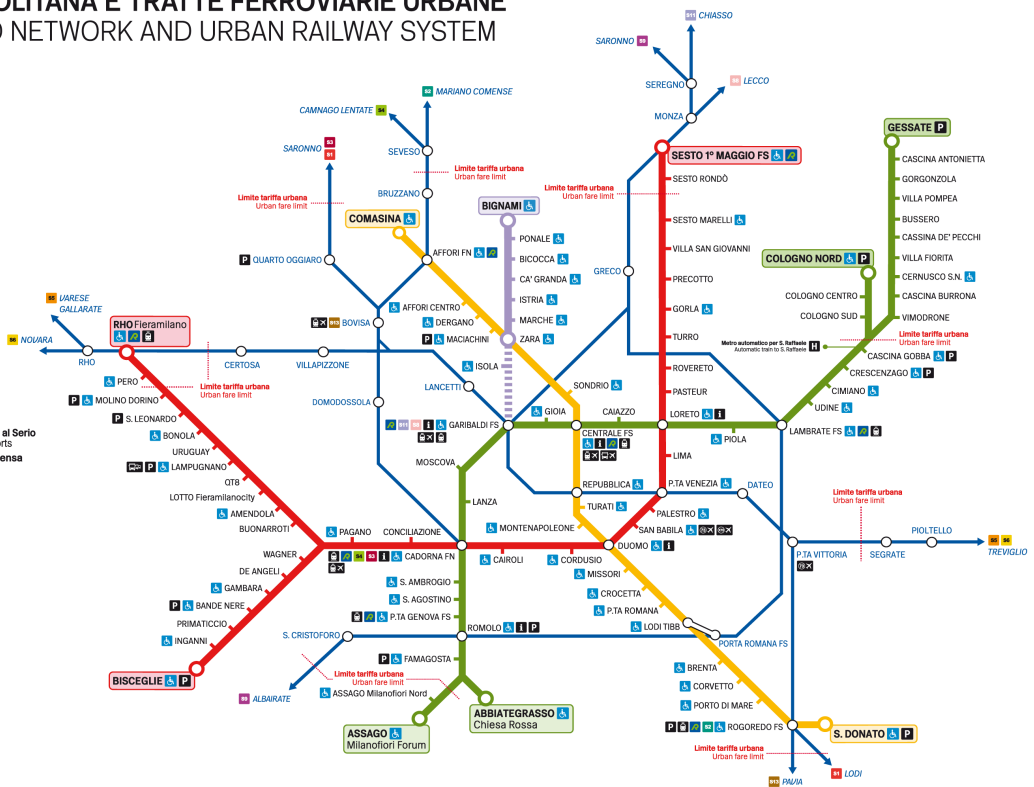
Regional Lines: The *passante ferroviario*, informally called "the blue line", is the suburban train system and is accessible with a ticket for the underground. Trains run from 06.00 to 24.00; during night hours there is a replacement bus service for lines 1 and 3 only.

ATM Network Map



RETE METROPOLITANA E TRATTE FERROVIARIE URBANE UNDERGROUND NETWORK AND URBAN RAILWAY SYSTEM

- M1** Metropolitana linea 1
Underground line 1
- M2** Metropolitana linea 2
Underground line 2
- M3** Metropolitana linea 3
Underground line 3
- M5** Metropolitana linea 5
Underground line 5
- M5** Metropolitana linea 5 in costruzione
Underground line 5 under construction
- H** Metro automatico per Ospedale S. Raffaele
Automatic train to S. Raffaele Hospital
- S** Linee ferroviarie suburbane
Suburban railways
- R** Linee ferroviarie regionali
Regional railways
- A** Stazione accessibile
Accessible station
- I** ATM Point: informazioni e punto vendita
ATM Point: information and retail
- P** Parcheggio ATM di corrispondenza
ATM interchange parking areas
- B** Bus 73 e X73 Liniate Express per Aeroporto di Liniate
Bus 73 and X73 Liniate Express to Liniate Airport
- A** Autobus per Aeroporto di Linate, Malpensa e Orio al Serio
Bus service Linate, Malpensa and Orio al Serio Airports
- T** Treno Malpensa Express per Aeroporto di Malpensa
Malpensa Express train to Malpensa Airport
- C** Interscambio con rete ferroviaria
Connection with railway system
- B** Bus Terminal
Bus Terminal
- S** Linee ferroviarie suburbane
Suburban railways
- 81** Saronno - Milano Passante - Lodi
- 82** Mariano Comense - Milano Passante - Milano Rogoredo
- 83** Saronno - Milano Cadorna
- 84** Camnago Lentate - Seveso - Milano Cadorna
- 85** Varese - Milano Passante - Treviglio
- 86** Novara - Milano Passante - Treviglio
- 87** Lecco - Carnate - Milano P.ta Garibaldi
- 89** Saronno - Milano S. Cristoforo - Albarate
- 91** Chiasso - Como S. Giovanni - Milano P.ta Garibaldi
- 93** Milano Bovisio - Milano Passante - Pavia



Ticket Options

Tickets may be purchased at the red ticket machines located in every metro station, as well as at most newsstands. Information Points, where monthly or annual network passes are sold, are situated in the following six underground stations: Duomo (Line 1), Centrale (Lines 2-3), Cadorna (Lines 1-2), Garibaldi (Line 2), Loreto (Lines 1-2) and Romolo (Line 2).

Depending on where you have to go, tickets covering different “zones” are sold:

	Destination
Urban	within the City of Milan
Extra-urban	the greater Milan area
Cumulative	networks within and outside the City of Milan
Fiera Milano	Rho Fiera (Convention Center)

Urban tickets are further classified as follows:

Standard Ticket

Price: **€1,50**

Validity: **90 min** after validating. Valid for a single journey on the underground or rail network, including the urban rail lines of Trenitalia, LeNord and the *passante ferroviario* (Regional Lines).

Carnet of 10 Standard Tickets

Price: **€13,80**

Validity: **10 journeys of 90 min** after each validation.

Each carnet is valid for a single journey on the underground or rail network, including the urban rail lines of Trenitalia, LeNord and the *passante ferroviario* (Regional Lines). *It may not be used simultaneously by more than one passenger.*

One Day Pass

Price: **€4,50**

Validity: 24 hours after validation.

Two Day Pass

Price: **€8,25**

Validity: 48 hours after validation.

Weekly 2x6 Pass

Price: **€10**

Validity: two 90 min journeys a day for 6 days of the same week.

Each journey may include a single journey on the underground and rail networks, including the urban rail lines of Trenitalia, LeNord and the *passante ferroviario* (Regional Lines). The ticket may also be used on Sundays if both journeys for a single day of the week remain unused.

Evening Ticket

Price: **€3**

Validity: from 8 pm until the end of service on the day of validation.

The ticket is valid for unlimited travels on the urban and extra urban ATM network.

Monthly or Annual Network Pass

If you plan on commuting within the city of Milan on a daily basis, it is advisable to buy a network pass. If you are younger than 26, you are eligible to receive a student discount. Prices are as follows:

	Monthly Payment	Annual Payment
Standard Pass	€35/month	€10 card issuance fee + €330/year
Student Pass	€22/month	€10 card issuance fee + €170/year

Go to one of the aforementioned Information Points (ATM Points) to obtain a Network Pass. Once there, you will fill out a form with personal information. Be prepared to present:

- Two passport-sized photos
- A copy of your passport/ID card
- A certification of enrollment issued by the Politecnico, if you are eligible to receive a Student Pass

Feeling unsure of which route to take? ATM also provides an online search engine called “GiroMilano” that automatically calculates the fastest way to reach your final destination. For more information, visit <https://www.atm.it/en>.

Radiobus service

Radiobus is a nocturnal bus service that operates **on request** from 20.00 to 02.00. Passengers are picked up at a prearranged time/place and may be driven to any destination within the serviced area. Tickets may be purchased at any Information Point for €2 or directly from the driver for €2.50.

To reserve a bus:

- Call +39 02 48034803 on any day between 13.00 and 02.00. Bookings may be made up to 3 days before the journey.
- Send an SMS to +39 335 7872571 until 18.00 of the day you require the service. Include the date and time of departure, address, number of people, final destination and your phone number. Be sure you receive an official confirmation.

Taxis

Taxi services in Milan are highly efficient, but notoriously costly. The fare you pay is the final sum of the total on the taximeter plus a base fee. Surcharges may be added, and are indicated behind the driver's seat. These include fees for luggage, night trips and trips made outside the city of Milan. Depending on the type of vehicle, you may be able to share the service with up to 5 other people. It normally takes 5 to 10 minutes for a cab to arrive. If you order a cab via telephone, the operator will give you an estimated time of arrival. Here are the numbers of some taxi companies:

Tel. +39 02 8585	Tel. +39 02 8383
Tel. +39 02 5353	Tel. +39 02 4040
Tel. +39 02 6969	Tel. +39 02 344000



Bikes

Do you prefer to cycle? Provided you are confident and keep your wits about you, Milan is a relatively "bikable" city. If you are in the city center, do keep an eye out for tram tracks and uneven pavement (known as *pavé*). ATM recently introduced a citywide bike rental service called "BikeMi", and plans are currently underway to install a rental station at Bovisa early next year. For further information, visit www.bikemi.com. If you are looking to buy your own bike, try looking at one of the many outdoor markets (See [Daily Living](#)). All residential buildings in Milan are required by law to provide a shelter for bikes.

Railways

The city of Milan is serviced by two major railway companies:

TRENORD

<https://www.trenord.it/en/>

Ferrovie Nord Milano S.p.A. is an Italian private operator that services the Lombardy region.

Trains can be taken from Cadorna Station, which is located in the center of Milan (red and green lines).

Visit the website for ticket prices and schedules.

TRENITALIA

<https://www.fsitaliane.it/content/fsitaliane/en.html>

Trenitalia (Ferrovie dello Stato) is the national railway service.

Trains can be taken from Stazione Centrale (underground green and yellow lines), Stazione Garibaldi (underground green line) and Stazione Lambrate (underground green line).

Visit the website for ticket prices and schedules.

Airports

The city of Milan is served by three main airports:

Linate Airport

<https://www.milanolate-airport.com/en/>

How to get there:

- Buses run to/from Milano Centrale Station daily every 30 min from 06.10 to 23.30
- Bus n. 73 runs to/from Piazza San Babila daily every 10 min from 06.05 to 00.55

Malpensa Airport

www.airportmalpensa.com

How to get there:

- “Malpensa Express” train runs between Cadorna Station and Terminal 1 daily every 30 min
- “Malpensa Express” bus runs between Milano Centrale Station and Terminal 1 daily every 30 min from 06.35 to 23.35
- Air Pullman Shuttle runs between Milano Centrale Station and Terminal 1 daily every 20 min from 6.00 to 00.30

Orio al Serio Airport

<https://www.milanbergamoairport.it/en/>

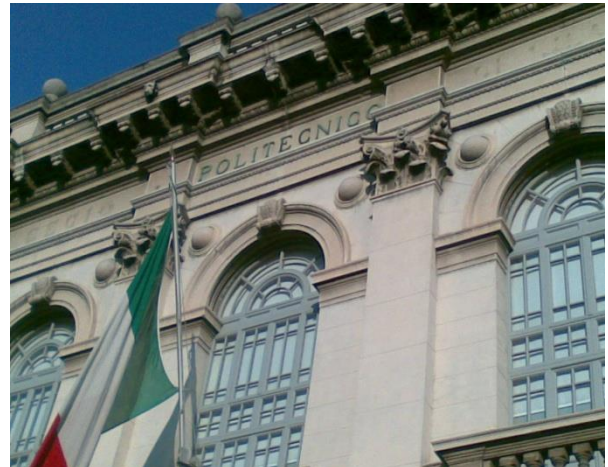
How to get there:

- Buses run to/from Milano Centrale Station daily from 04.50 to 00.15
 - Buses run to/from Lambrate Station daily from 04.30 to 22.00
-

Studying at the Politecnico

The Politecnico di Milano

Senator Carlo Matteucci notably stated during the Politecnico’s inauguration ceremony, “You will provide Italy with the finest engineers and architects...” And indeed, since the university’s founding in 1863 the Politecnico has expanded to become one of the world’s most respected universities in science and technology. It is currently ranked the 28th best technical university in the world by the QS World University Rankings; in 2012, it was ranked the best university for engineering in Italy by the Censis-Repubblica University Rankings. With a celebrated research program, the Politecnico has produced leading figures such as Nobel laureate Giulio Natta. As of 2012, the university was involved in over 132 FP7 projects. Thanks to its focus on quality, the Politecnico boasts a first-rate study environment including four Central Libraries and state-of-the-art research facilities. All PhD candidates have full access to all of the Politecnico’s resources, supporting an effective learning experience and ensuring successful professional development.



PoliCard

Every student receives a PoliCard upon enrollment, along with an online student profile and personal e-mail account. Please note that important study-related news is always communicated directly to this e-mail account; it is therefore important to check incoming messages on a regular basis! In addition to functioning as your official student ID card, the PoliCard may also be used to access various university facilities and services, including libraries and canteens. In certain cases, it may entitle you to receive discounts at cinemas, museums, theaters, and sporting events. It is advisable to always carry it with you at all times.

Your PoliCard may also be used, if desired, as a Visa Electron credit card managed by the Banca Popolare di Sondrio.

- Activation is free and you do **not** need to open a bank account to use it
- The card is rechargeable; recharging is easy and may be done from foreign accounts via transfer
- You can withdraw money without paying a commission at all Banca Popolare di Sondrio ATMs
- The card may contain a maximum of €5.000
- There are no issuance costs, no annual fees and no mandatory minimum recharge amounts

In order to activate the card, bring it with you to any branch of the Banca Popolare di Sondrio (see p. 19 for a list of addresses). Be prepared to present an ID card along with your fiscal code.

Libraries

The University Library System provides PhD candidates with full access to the following facilities:

Engineering Library

Via Lambruschini 4 - La Masa Campus - building BL28, 2nd and 3th floor

Hours: 09.00 to 21.00, Monday to Sunday

Libraries of Engineering and Architecture

Leonardo Campus - Via Ampère 2

Hours: 08.30 to 23.45, Monday to Saturday; 14.00 to 20.50, Sunday

This is the University's oldest and most expansive collection.

Library of Engineering, Architecture and Design

Bovisa Campus - Via Durando 10, Building B9

Hours: 08.30 to 20.50, Monday to Friday; 14.00 to 17.50, Saturday

Servizio Tesi e Documentazione "TeDOC"

Leonardo Campus - Via Bonardi 9, Building 16

The collection includes current and historic maps, urban and territorial plans and specialized databases, as well as an archive of graduate theses from the School of Architecture.

Library Rules, Regulations and Services

Registration

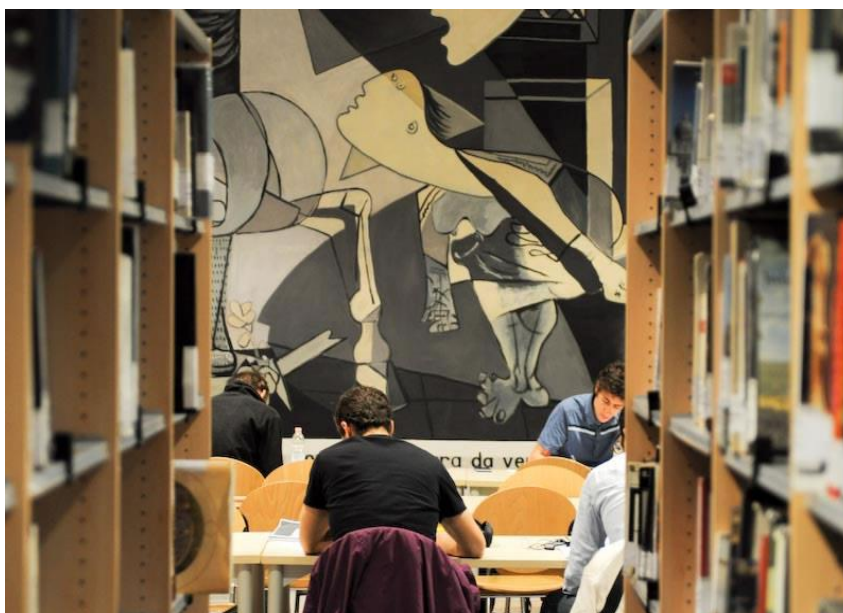
Before accessing the University Library System, users must complete registration through the link provided on each online student profile.

Loan limit

Users are permitted to borrow up to 5 books from different libraries. Books may be returned to any university library.

Consultation

A complete catalogue of the University Library System's holdings may be accessed in each of the libraries.



Online Services

The following services are available online:

- Access to the University Library System's online catalogue (OPAC)
- Access to a document database including over 700 published papers and 1,000 eBooks on Engineering and Architecture
- POLIsearch: a meta-search engine for simultaneously locating and searching in on-line, subscriber and free resources
- "Chiedi@lla tua biblioteca": a 24-hour live response reference service
- Interlibrary loan and document delivery service

Internet and Printer Access

PhD candidates should set up an appointment with the IT specialist (sportelloict-dig@polimi.it), upon arrival at DIG in order to create a LAN connection (allows access to the internet and use of printers).

Cafés and canteens

On-campus cafés make the perfect break area for students who want to share a coffee and socialize between classes. The Politecnico also manages several canteens where warm and cold meals are served at affordable prices. Locations at the Bovisa Campus:

Meet Café

Via Lambruschini 7

Hours: 07.00 – 20.00, Monday to Saturday

Bar Unico

Via Lambruschini 4 (Building 27, ground floor).

Hours: 08.00 to 20.00, Monday to Friday; 08.00 to 14.00, Saturday

Politecnico Cafeteria

Via Lambruschini 4

Hours: 08.00 to 18.00 (soon to be extended to 20.00), Monday to Friday.

Locations at the Leonardo Campus:

Bar My Chef@POLIMI

Pizza Leonardo da Vinci, 32 (Building 2, first floor)

Hours: 07.30 to 18.00, Monday to Friday

Self-service Bar

Pizza Leonardo da Vinci, 32 (Building 2, first floor)

Hours: 12.00 to 14.30, Monday to Friday

Mensa (Canteen)

Viale Romagna, 62 (“Casa dello Studente” Building)

Hours: 12.00 to 14.00/19.00 to 21.00, Monday to Sunday

Tavola calda

Via Golgi, 20 (Building 26, ground floor)

Hours: 11.00 to 15.00, Monday to Friday

Break Bar

Via Golgi, 20 (Building 26, ground floor)

Hours: 08.00 to 16.30

Student Associations

A number of Student Associations organize both cultural and sports activities open to all students. Students registered in these associations get discounts in many bookshops, photocopy centers, phone cards, cinemas, cafés, etc. Many associations also help international students find accommodations.

ESN

Leonardo Campus – Via Ampère 10, 20133 Milan

Tel. + 39 02 2399 2676

<https://www.esnitalia.org/en>

ESN

Bovisa Campus – Via Durando 10, 20148 Milan

Tel. +39 02 2399 7114

<https://www.esnitalia.org/en>

Best Milano

Via U.B. Secondo 3, 20133 Milan

Tel. +39 02 23 99 26 65

www.bestmilano.it

Sports

Sports activities in public universities in Milan and at our campuses are mainly organized by CUS Milano (University Sports Committee), the local representative of CUSI (Comitato Universitario Sportivo Italiano – Italian University Sports Committee), in agreement with Politecnico di Milano Sports Committee.

CUS Milan personnel can be found during lesson periods at the kiosk next to the vehicle entrance to the Bassini Campus of Politecnico di Milano in Via Golgi, while part-time students work for CUS at the Bovisa Campus, in via Durando, in via Cosenz and in via Lambruschini. Sports activities in campuses outside Milan are supervised by CUS instructors and a notice board with the latest sports news hangs in the C.O.S. of the School of Architecture in the Leonardo Campus. The following must be submitted to the CUS Point for enrolment if you wish to register for all the sport activities provided (upon payment of €15, including insurance):

- Enrolment form (issued directly at the CUS Point);
- Certificate of good health issued by a doctor or photocopy of a medical certificate for competitive sports activity;
- 1 passport-size photo.

Information about CUS Activities, Enrolment and Cost

In order to get more information on CUS sports activities, enrolment and fees, you can reach the various CUS points:

CUS office at “Campus Giurati”

Via Golgi, at the corner of Via Pascal (in front of the Department of Electronics and Information)

Hours: Monday to Friday, 10.00 – 15.30

Tel: +39 02 2399 6341 – Email: cittastudi@cusmilano.net

<http://www.cusmilano.it/pag/en>

Centro universitario Sportivo – CUS Milan Circonvallazione Idroscalo 11,
Segrate (Milan)

Hours: Monday to Friday, 10.00 – 18.30

Tel: +39 02 7021141 – Email: segreteria@cus.milano.net

<http://www.cusmilano.it/pag/en>

The Politecnico di Milano Sports Committee organizes soccer and skiing tournaments for Politecnico Campuses, is responsible for the official teams (which compete even at international level) and promotes new activities, often in cooperation with C.U.S. Milan and relying on funds from the Consiglio degli Studenti (Student Council). For details, visit <https://www.sport.polimi.it/en/>.

Language Courses

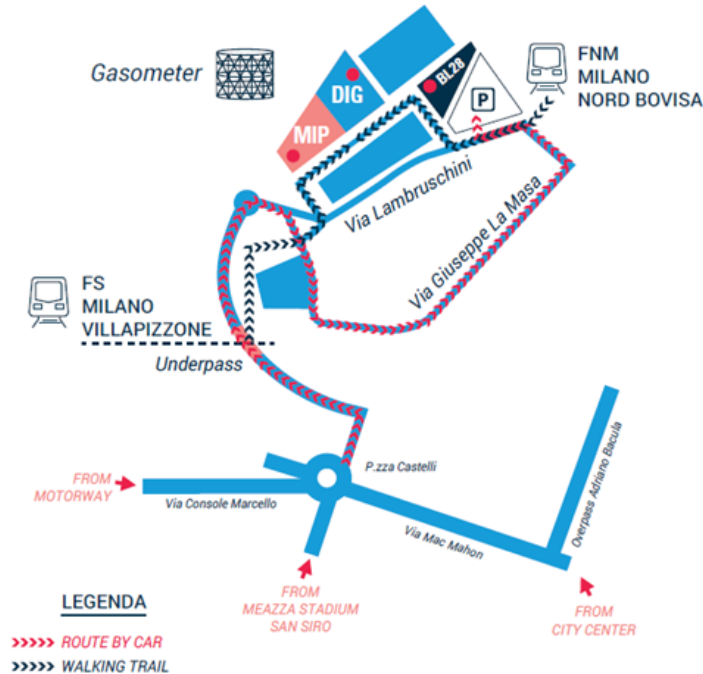
While your research program may be taught entirely in English, some basic knowledge of Italian language and culture is essential to help you get in touch with the locals. PhD candidates are offered intensive Italian courses each semester, free of charge. Registration for these courses may be done online via the Online Student Services website: www.polimi.it/onlineservices. Specific course information, including your level of study and where and when the classes run, will then be sent directly to your student e-mail account before each course begins. Please note that a new registration is required at the beginning of each semester; students do not automatically matriculate at the end of each course.

Courses for English and other foreign languages may however require a small fee to cover the cost of books. Specific details are given on the aforementioned Online Student Services website.

Campus Maps

You will find further information and individual maps for each of the Politecnico's campuses at <https://maps.polimi.it/maps/>.

POLITECNICO BOVISA CAMPUS: DIG SITE



Living Practicalities

This section presents useful advice on your day-to-day experiences in Milan.

Drinking Water / Rubbish Disposal

Tap water in Milan is consistently of a very high quality and may be drunk without hesitation. This includes water from any of the city's traditional fountains, locally known as *draghi verdi*.

Milan prides itself on having one of the best waste-management systems in Italy. Waste is sorted according to the following scheme:

Type of bin	Trash
Green refuse bin	Glass
White refuse bin	Paper
Brown refuse bin	Organic waste
Yellow plastic bag	Clean plastic/metal
Transparent plastic bag	Unsorted waste

Failure to comply may result in a hefty fine.

Further information in English may be found at <https://www.amsa.it/en/cittadini>.



Shops and Markets

Shops in Milan are traditionally open from 09.30 to 13.00 and then from 15.30 to 19.30. However, most shops in the city center remain open continuously and many major bookshops are open until 23.00. Shops are generally closed on Sunday and/or Monday, except during the Christmas period, when most shops are open every day of the week.

Supermarkets

Esselunga, **PAM** and **Coop** are amongst the largest supermarket chains in Milan. Each has a customer card scheme for obtaining discounts on selected items, which is why cashiers will always ask if you have a card (called a *tessera*) at checkout. When registering for one, have your fiscal code ready. Of course, you don't have to have one!

In Italian supermarkets it is customary to bring your own bag with you when you shop, but if you wish you may also buy plastic or paper bags (called *sacchetti*) for around 10 cents each at the checkout register.

Markets

Produce is almost always fresher and cheaper when bought at one of the many outdoor markets in Milan. As always, when going to the market be sure to be mindful of your personal belongings. In addition to finding fresh local produce, markets offer a plethora of antique objects and bric-a-brac. The most popular markets are listed below:

Fiera di Senigallia

Saturdays on Viale d'Annunzio

Mercato del Sabato

Saturdays on Viale Papiniano

Mercatone dell'Antiquariato

Last Sunday of each month on the Naviglio Grande

Mercato dell'Antiquariato

Every third Sunday of the month in the Brera area

Department Stores

There aren't many department stores in Milan. Perhaps the most prestigious is **La Rinascente**, an eight-story palazzo immediately to the left of Piazza del Duomo. Open every day of the week, you can find everything from clothes to stationery to food at this somewhat pricey destination. A down-market alternative would be **OVS** in Via Spadari, which is also near the Duomo. The most popular department stores and shopping centers in Milan are listed here:

Centro Bonola

Via Quarenghi 23

www.centrobonola.it

Coin

Piazza Cinque Giornate 1

www.coin.it

La Rinascente

Piazza del Duomo

www.rinascente.it

OVS

Via Spadari 2

www.upim.it

Books and Music

Larger bookstores near the Duomo are generally open late in the evening and also on Sunday. Near the main universities (particularly La Statale and Cattolica) there are many specialist bookshops, many stocking rare or out-of-print books. If you are looking for educational texts, **Hoepi** is the city's premier bookstore for scientific publications and new books in the English language, while **Il Libraccio** sells used textbooks (in Italian only). Here are listed some major bookstores:

American Bookstore

Used books in the English are sold here.

Via Camperio 16

Feltrinelli

Includes a vast multimedia section

Via Manzoni 12 (Piazza del Duomo)

Piazza Piemonte 2

Hoepli	Via Hoepli 15
Il Libraccio	Via Arconati 16 Via Santatecla 5
Mondadori <i>Includes a vast multimedia collection</i>	Piazza del Duomo; Corso Vittorio Emmanuel II 32

A good music shop in the city is the **Ricordi Media Store** in the Galleria Vittorio Emanuele II, where you can find not only classical and contemporary scores but also buy tickets to local musical events.

Sales

Large sales (called *saldi*) are traditionally held twice a year: in early July and then in January, immediately after Epiphany. You can find clothing and other goods for as much as 80% off, but be sure that what you buy is not defective. Vintage and second-hand stores also sell clothing at reduced costs throughout the year. Popular outlet include **Il Salvagente** in Via Bronzetti or **Diffusione Tessile** in the Galleria San Carlo.

Night Life

Aperitivi

Sharing an *aperitivo* (a kind of Milanese “Happy Hour”) with friends and colleagues is the way *per eccellenza* that young people relax in the evenings after 17.00. In fact, most bars have them; once you buy a drink at the counter, you are free to enjoy a buffet of snacks and pasta. Among the most favorite destinations for students include:

Blender Bar Piazzale Susa 7 (MM Loreto) Tel. +39 02 749 0200
Magenta Via Carducci 13 (MM Cadorna) Tel. +39 02 805 3808



Discos and Clubs

If you enjoy clubbing, Milan has arguably the most vibrant nightlife scene in Italy (The Navigli quarter is a particularly lively area). Some venues charge an entrance fee; others are free but you are obliged to pay for drinks. International students often receive discounts at the door, so check beforehand if you should bring special identification. The most popular spots in recent times include:

Alcatraz Via Valtellina 21 www.alcatrazmilano.it
Hollywood Corso Como 15 www.discotecahollywood.it
Old Fashion Viale Alemagna 6 www.oldfashion.it

Opera, Theater and Cinema



Milan is universally recognized as the nucleus of Italian opera, with the **Teatro alla Scala** at its very center. Each season is widely varied and includes operatic, orchestral and ballet performances. Be warned that tickets are often difficult to obtain, so it is advisable to book well in advance. The theater also has an adjacent museum filled with items from the past.

Teatro alla Scala
Via Filodrammatici 2
Tel. +39 02 860 775
<https://www.teatroallascala.org/en/>

Alternative theater destinations include:

Ciak Comedy Club
Via Procaccini 4
Tel. +39 02 761 10093
www.teatrociak.it

Piccolo Teatro / Teatro Grassi
Largo Greppi 1
Tel. +39 02 723 332
<https://www.piccoloteatro.org/en/>

Teatro Nuovo
Corso Venezia 2
Tel. +39 02 795 469
www.teatronuovo.it

Teatro Arcimboldi
Viale dell'Innovazione 20
Tel. +39 02 6411 42200
www.teatroarcimboldi.it

Most cinemas in Milan are located in the historic city center, near Corso Vittorio Emanuele II. Foreign films are almost always dubbed in Italian unless indicated. Many theaters reduce ticket prices for students on Wednesday evenings and on weekday afternoons; be sure to carry your student ID with you. Several theaters project films in their original languages, including the **Anteo Spazio Cinema** or **Odeon Cinema 5** on Mondays, **Arcobaleno** on Tuesdays, **Mexico** on Thursdays. The leading cinemas are located here:

Anteo Spazio Cinema
Via Milazzo 9
Tel. +39 02 659 7732

Arcobaleno
Via Tunisia 11
Tel. +39 02 199 199 166

Apollo
Corso Vittorio Emanuele II
Tel. +39 02 760 02354

Mexico
Via Savona 57
Tel. +39 02 489 51802

Odeon Cinema 5
Via Santa Radegonda 8
Tel. +39 02 977 69007

Money Matters

As in any international city, Milan is an expensive place to live, especially if you are a student. A typical student budget (excluding tuition) for one month could be:

	€/month
Rent (incl. utility bills)	400 to 800
Food (incl. inexpensive restaurants)	400 to 500
Transportation (incl. a small excursion)	40 to 50
Total per month	840 to 1350



When using the ATM at bank you don't belong to, be aware that a €2 commission fee is usually applied to each Transaction. ATM machines (known as *bancomat*) are universally identified by the logo on the left. Having a card with this symbol allows you to pay for items in almost every store, provided you digitize a PIN.

Mobile Phones

Upon arrival, you'll need to buy a mobile SIM, choosing between a prepaid or postpaid card. A wide range of traffic plans provided by Italian companies are available, so choose carefully and check the terms and conditions. The most popular providers are Wind, TIM and Vodafone. Visit www.wind.it, www.TIM.it or www.vodafone.it for details.

Typical phone bills range from **20 – 35** Euros per month. Remember, you need a fiscal code before buying a SIM card.

Public Holidays and Special Events

All public offices and university functions are closed on Public Holidays.

New Year's Day Capodanno	1 Jan
Epiphany Epifania	6 Jan
Easter Monday Pasquetta	Monday after Easter
Liberation Day Festa della Liberazione	25 April
International Workers' Day Festa del Lavoro	1 May
Republic Day Festa della Repubblica	2 June
Assumption Ferragosto/Assunta	15 Aug
All Saints' Day Ognissanti	1 Nov
Immaculate Conception L'Immacolata	8 Dec
Christmas Day Natale	25 Dec
St. Stephen's Day S. Stefano	26 Dec

In order to find out the latest information for special events in the city, be sure to check out one of the following publications:

Name of Publication	Description
<i>Easy Milano</i>	A free, seasonally-published newsletter for English-speaking expatriates in Milano. Visit www.easymilano.it to download the latest edition.
<i>Tutto Milano</i>	A supplement to Thursday's edition of <i>La Repubblica</i> .
<i>ViviMilano</i>	A supplement to Wednesday's edition of <i>Corriere della Sera</i>
<i>Zero</i>	A free booklet published every month with local events: https://zero.eu/en/

Weather / What to wear

Milan is inland and there's quite a range in temperatures between summer and winter. In the summer – July, in particular – the city becomes torrid and muggy, with temperatures soaring to as high as 40 degrees. Keep in mind that most natives vacate the city in August and most shops are closed. October is usually the rainiest month, so having an umbrella is indispensable. December and January are particularly cold months, with temperatures falling to as low as zero degrees; it's essential to have a heavy coat and a pair of sturdy boots. Better yet, you can buy them here whilst exploring the city's many shops.

Staying Safe

You'll soon discover that Milan has a vibrant, colorful scene of young professionals and students. As in every large city, however, it has its fair share of safety concerns. **Use common sense** and consult the following advice to ensure you have as enjoyable an experience as possible.

Avoid Pickpocks

- Keep an eye on your personal belongings, especially when using public transportation or in crowded areas.
- Do not wear backpacks; do not hook bags on the back of your chair, especially when seated outdoors.
- Do not tuck your wallet in your back pocket.
- Do not carry more than €100 with you when in public.

Home Safety

- Keep the personal documents you leave at home away from your money. If one is stolen, the other is likely to remain safe.
- Make photocopies of all important documents.
- Do not keep large amounts of cash at home. Landlords are not responsible for theft.
- Memorize the PIN of your credit/debit card; if you must write it down, keep it in a safe place.
- Mark laptops, mobile phones and other devices with personal identification markings.
- Be sure to enroll in the National Health Care System as soon as possible. While public health care is free of charge, private clinics are costly.

Identity Documents

- Foreign PhD candidates are **required by law** to always carry a passport and a permit of stay. If the permit of stay has not yet arrived, carry the application receipt.
- European PhD candidates are **required by law** to always carry an ID card.
- Keep a copy of all important documents at home in case the originals are stolen.
- Do not, under any circumstances, share your personal information with anyone unless you are certain it will not be misused.

Public Conduct

- Please drink responsibly. The legal drinking age in Italy is 18. Bars and nightclubs are forbidden by law from selling alcohol after 03.00, and those who are found driving under the influence face serious legal consequences.
- As of 2006, smoking is forbidden by law in all public places, including pubs, nightclubs, restaurants, universities, restrooms and on public transportation.
- Access to cultural or religious sites may be denied if you are dressed inappropriately (i.e., your shoulders or legs are exposed).

Emergency Contacts

The following is a brief list of numbers you should call in the event of an emergency. If there is an emergency but you are unsure of who to call, dial **118**.

MEDICAL

Health emergency	118
<i>The number is active 24-hours a day</i>	
After-hours medical assistance	+39 02 34567
<i>When a doctor is unavailable, you can request home service.</i>	
Hours: 08.00 to 20.00, Monday to Friday; 10.00 to 20.00, Saturday and Sunday	
Italian Red Cross	+39 02 3883

Burns Center	+39 02 64442381
Piazza Ospedale Maggiore, 3	
Medical Nightwatch	+39 02 34567
Obstetrical First Aid	+39 02 63631
Via Macedonio Melloni, 52	
Poison Control	+39 02 66101029
Piazza Ospedale Maggiore, 3	
Drugatel	84002244
<i>The toll-free number is available for drug related problems.</i>	

HOME UTILITIES

Acquedotto	+39 02 89584208
<i>For water emergencies</i>	
AEM	+39 02 7721
<i>For gas emergencies</i>	
Enel	16444
<i>For electrical emergencies</i>	

SECURITY

Police (Carabinieri)	112
<i>The number is active 24-hours a day.</i>	
State Police (Polizia di Stato)	113
<i>The number is active 24-hours a day.</i>	
Fire Department (Vigili del fuoco)	115
<i>The number is active 24-hours a day.</i>	
Metropolitan Police (Polizia Municipale)	+39 02 77271
Highway Police (Polizia Stradale)	+39 02 326781

IMMIGRATION/NATIONAL EMERGENCIES

It is advisable for all foreign students to register at the embassy/consulates of their home country. A complete listing of foreign embassies/consulates in Milan is available online at www.promos-milano.it. Those seeking to immigrate must visit the Office for Immigration at the following address:

Via Montebello 26
 Tel. **02 62261**
 Hours: 08.30 to 12.30/14.30 to 18.00, Mon - Thurs; 08.30 to 13.30, Fri

IDENTITY DOCUMENTS

For problems relating to any Italian personal document, including a Permit of Stay, most Post Offices have "Friendly Service" counters for personal assistance. To find the one nearest you, visit www.poste.it/online/cercaup/?channel=C7.

Appendix

Contacts

Any academic concerns may be taken to the Office of PhD Student Services in Via Lambruschini 4B – Ground Floor – office 0.14

PhD Programme Office
phd-ges@polimi.it