



**POLITECNICO DI MILANO  
GRADUATE SCHOOL OF BUSINESS**

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ASSISTANTSHIP  
TUITION FEE  
CONTRIBUTION

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MIP is offering a tuition fee contribution of up to 50% to MBA candidates, on merit- or needs-based grounds. The recipient of this contribution will be a candidate who is willing to dedicate a few hours of their time each week to assisting MIP's offices with their work, as detailed below.

## 1. BENEFICIARIES AND REQUIREMENTS

The beneficiary of the contribution will support MIP's offices (e.g. the Career Development Office, the International Students Office or the Marketing Team) in their activities. The student will receive weekly tasks for a period of 3 to 8 months and will be expected to dedicate up to 4 hours per week to the assistantship.

Requirements:

Write an essay of 700-1,000 words on the following topic:

*Which unique skills and competences do you possess that could be useful for one of our departments?*

## 2. SUBMISSION OF AND DEADLINE FOR APPLICATION

A Financial Aid Request Form (provided upon request) must be completed and uploaded together with a copy of the candidate's latest pay slip to their application profile.

The contribution will be allocated to suitable candidates on a first-come, first-served basis. Therefore, **early applications are encouraged** and may mean that candidates are eligible for an additional, Early-Bird discount on tuition fees.

## 3. EVALUATION AND OUTCOME OF APPLICATION

Candidates will be evaluated according to the following criteria:

- > Academic and professional record;
- > Results of the MBA selection process;
- > Assessment of their written essay.

The successful candidate will be notified formally by the Committee via their admissions email and contract. The scholarship is awarded at the sole discretion of the Committee, whose decision is final and cannot be appealed against.

## 4. INCOMPATIBILITY AND LOSS OF SCHOLARSHIP

This contribution can be combined with other scholarships, awards and/or financial support for specialisation courses offered by public or private bodies and/or companies, as long as the total amount does not exceed the total amount of the tuition fees.

The beneficiary must self-certify that this total sum has not been exceeded.

The beneficiary must comply with this condition for the whole duration of the MBA program.

## 5. ACCEPTANCE OF THE CONDITIONS

Candidates applying for the assistantship tuition fee contribution must confirm their full acceptance of the related conditions, of which they will be notified in writing in the letter of assignment of the contribution.