
DECLARATION OF VALUE (DICHIARAZIONE DI VALORE)

What is the Declaration of Value (DoV)?

The Declaration of value (Dichiarazione di Valore) is an official document which provides a short description of a certain academic qualification, awarded to a specific person by an institution belonging to an educational system other than the Italian one. The DoV usually includes the following information: legal status and nature of the awarding institution; requirements needed for admission to the programme ending in the qualification concerned; length of the programme and/or workload in hours/credits; validity of the qualification in the awarding country to academic ends.

It is issued by Italian diplomatic authorities operating in the country or territory **where you obtained your degree**, printed on their headed paper, stamped and signed.

Do I need to apply for a Declaration of Value?

If you have graduated in Italy, you do not need to provide a DoV. If you have graduated in any other country, you need to apply for a Declaration of Value or Statement of Comparability which is explained on the next page.

When shall I start to apply for a Declaration of Value?

To start this process you need to have obtained your degree certificate. Be aware that some Consulates will require you to have obtained DoV before processing your study visa application.

We recommend that you start the procedure as soon as you confirm your participation into the master.

Where and how do I request a Declaration of Value?

To request DoV, you have to **contact the Italian Embassy, Consulate or the Italian Cultural Institute responsible for the geographical area of the city where you have obtained your university degree.**

Please note, that you will have to follow their indications to prepare the documents required. For instance, if you are from India, but have graduated in the UK, you will have to contact the Italian authorities mentioned before in the UK. Write to them to enquire about the documents you will need to provide and about the process. If needed, make an appointment.

What is the timeframe for obtaining my DoV, and what should I do if this is delayed?

Processing time can vary from country to country. Some consulates issue the DoV quickly, within 2 weeks. In the worst case, it can take you up to 2 months to prepare the documents required by the Consulate before you can submit your DoV application. Then once the Italian consulate accepts your DoV application, it can go again up to 2 months for them to process it. If your DoV is delayed, or if you are experiencing delays along the way, please, promptly inform us by writing to iso@mip.polimi.it. The alternative document could be the Statement of Comparability, which is explained on the next page. **Please note that some Consulates/Embassies will require you to have obtained the DoV before processing your study visa application. In this case, the Statement of Comparability is not an option for you.**

What shall I do when I obtain my Declaration of Value?

When you obtain your DoV make sure you keep the document as it has been delivered to you.

Do not remove any stapled documents. Please send a scanned copy (**make sure you keep it stapled**) to iso@mip.polimi.it as soon as you have it on hand. You also need to provide the original DoV and all the original documents attached to it upon the start of the master. The originals will be returned to you when the enrollment is finalized.

STATEMENT OF COMPARABILITY

(ATTESTATO DI COMPARABILITÀ DEL TITOLO ESTERO)

In place of your Declaration of Value, you can provide a Statement of Comparability for your enrollment. Please be aware that, if the DoV is an indispensable document for your Italian Visa application, the Statement of Comparability is not an option for you.

Why do I need to obtain a statement of comparability and what is it?

In order to be enrolled at Politecnico di Milano, your degree must be recognized within the Italian education system.

The statement of comparability is a document which contains general information related to the foreign university qualification, such as recognition/accreditation status of the institution from which it has been issued in the country of origin and the level of the qualification according to the Bologna Process and to the European Qualifications Framework, besides the indication of the nature of the course.

Comparability entails the indication of the foreign qualification's level in reference to the cycles of the Bologna Process and the levels of the European Qualifications Framework. Such comparison does not imply the formal recognition of foreign qualification within the Italian system, but it is a useful recommendation to the Italian institutions that have to evaluate the foreign qualification within recognition procedures: the Statement of comparability has the form of an advice, and does not bind the institutions during their own procedures of assessment and recognition.

The service is only available for **official university qualifications** (being officially part of the foreign system of higher education) issued by **foreign official institutions** (recognised/accredited in the foreign system of higher education).

Who do I have to refer to for this document?

You need to contact CIMEA, Information Centre on Academic Mobility and Equivalence.

Read full details at <http://cis.cimea.it/en/info/01.htm>

How do I apply for it?

At their site <http://cis.cimea.it/en/info/01.htm> you will find full information on the procedure and the link to the application form.

Before you submit your application online and pay for the service, it is recommended that you check with CIMEA - by writing to cis@cimea.it with copies of your degree and transcripts - that they can issue your statement with the documents you have at hand. Sometimes, they are unable to issue the statement with a provisional degree certificate. Once you receive their positive answer, you can go ahead and submit the application online.

Please note, CIMEA's Statement of Comparability will need to be sent directly to Politecnico Master's Office at master@polimi.it. You will need to indicate this in your application form as the "email address of the institution to send the Statement". There is no need to send the original copy of the statement to MIP.

Please note: When filling out your application, you will be prompted to insert the level of education you intend to pursue as "typology of the degree course". Choose: Master Universitario di primo livello (first level university master).

What are the costs associated with it?

The service fees are €122 (statement available within 30 working days) or € 244 for a statement issued with the urgent procedure (available within 15 working days).

When do I need to apply for it?

You must apply now. The statement of comparability must be submitted by the beginning of your master programme.

CONTACTS

If you have questions before lodging your application, or if you need to contact CIMEA to learn about the progress of your application, please write to cis@cimea.it.