

RENEWAL OF REGISTRATION IN THE REGISTER OF STUDENT ASSOCIATIONS OF THE POLITECNICO DI MILANO

Please refer to the [Regulation For Establishment Of The Register Of University Student Associations And For Funding Cultural And Social Initiatives Of Politecnico Di Milano Students](#)

We advise you to seek consultation regarding the correctness of the documentation at eventistudenti@polimi.it before proceeding with the subsequent steps.

Send the necessary documentation for the renewal request and the attachments to protocollo@polimi.it.

The email must be sent from the designated President's Polimi institutional email address.

The subject of the email should be: Renewal of registration in the Register of Associations of the Politecnico di Milano - Name of the Association.

In the body of the email, specify that the recipient is Area Campus Life Service Community Life and Merchandising.

Attachments:

1. Renewal request form
2. Certified copy of the duly registered deed of constitution;
3. Certified copy of the duly registered Statute;
4. copy of the certificate of attribution of the tax code of the Association;
5. extract of the minutes of appointment of the President and other association officers (signed and dated);
6. List, complete with original handwritten signatures in a single file with signatures in sequential order as per document, of Student Members - indicating name, surname, matricola (6 digits) and personal code (8 digits) - dated and signed on each page by the legal representative of the association; ([HERE](#) the prototype you have to use)
7. copy of the identity card of the signee;
8. Descriptive list of cultural activities carried out for the benefit of Politecnico di Milano students in the last six months.
9. Excel file containing the name, surname, matricola and personal code of the Student Members contained in the list referred to in point 6. ([HERE](#) the prototype you have to use)

Except for point no. 9, all documentation must be in PDF format.