



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA

AREA  
FORMAZIONE E DOTTORATO

DISCLAIMER: This document is a non-official version of the PhD Programmes – 40<sup>th</sup> cycle Call for Applications. Only the Italian version approved with Rectoral Decree shall prevail and be binding.

**Call for applications for the admission to the PhD programmes in Economics,  
Management, Political and Social Sciences (40th cycle) A.Y. 2024/2025**

**DEADLINE: April 26<sup>th</sup>, 2024 - 11.59 pm (CEST)**

Any amendment or integration to the present Call will be published on the [University website](#)

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## Art. 1 - PhD PROGRAMMES

The Call for Applications for the admission in the PhD programmes at Alma Mater Studiorum – University of Bologna (Via Zamboni 33, 40126, Bologna), 40<sup>th</sup> cycle, A.Y. 2024/2025 is now open. The PhD programmes with available further PhD positions for A.Y. 2024/2025 are listed below:

RESEARCH AREAS	PHD PROGRAMMES
Legal, Political, Economic and Statistical Sciences	Economics
	Management
	Political and Social Sciences

### 1.1 Activation and Ministerial Accreditation

In accordance with Ministerial Decree no. 226/2021, the PhD programmes can be activated after being accredited by the MUR (Ministry of University and Research). The accreditation is renewed after a yearly revision of the mandated requirements.

In case of denied accreditation due to a negative review, which would affect the activation of the programme, the applicants shall be promptly alerted via email to their name.surname@studio.unibo.it account (for more information about the account see [Art. 3](#)).

### 1.2 PhD Programme Tables

Additional information about doctoral positions, research topics, scholarships, specific requirements and assessment criteria are detailed in the **PhD Programme Tables**. Such Tables complement the Call for Applications and are available on the [University website](#) (select the PhD programme you are interested in → “More Information” and then “PhD Programme Table”).


The number of positions and scholarships may be incremented in case additional funding becomes available, notwithstanding the terms of the application process as detailed in [Art. 3](#). Any amendment, update or integration of the Programme Table will be published on the [University website](#), even after the Call for applications has expired. Any further PhD positions shall be integrated in the PhD Programme Tables within ten days before the oral examination.

In case the agreements between the University and external Institutions for the funding of PhD scholarships will fail to be signed within October 18<sup>th</sup>, 2024 the positions covered by such scholarships will not be assigned.

### 1.3 Available PhD Positions

The present Call for Applications may offer the PhD positions detailed in the table below.

<b>PhD Positions with full scholarship</b>	PhD candidates awarded with such PhD Positions shall carry out their research activities on a topic agreed with their PhD thesis Supervisor and officially approved by the PhD Academic Board.
<b>PhD Positions with full scholarship Linked to a specific research topic</b>	Such PhD Positions bind the applicants to carry out their doctoral research on a specific topic that is indicated in the relevant <b>PhD Programme Table</b> , that complements the Call for Applications and is available on the <a href="#">University website</a> (select the PhD programme → “More Information” and then “PhD Programme Table”). Applicants awarded with such PhD scholarships shall fulfil <b>specific obligations</b> foreseen in the funding scheme and in the relevant regulations.
<b>PhD Positions with full scholarship funded in the framework of the research training programmes Pr fse+ 2021/2027:</b>	Such PhD Positions bind the applicants to carry out their doctoral research on a specific topic that is indicated in the relevant <b>PhD Programme Table</b> , that complements the Call for Applications and is available on the <a href="#">University website</a>

<ul style="list-style-type: none"> <li>- <b>Territorio: Transizione tecnologica, culturale, economica e sociale verso la sostenibilità</b></li> <li>- <b>Sostenibilità e resilienza della società, delle comunità e dei territori</b></li> </ul> 	<p>(select the PhD programme → “More Information” and then “PhD Programme Table”).</p> <p>Applicants awarded with such PhD scholarships shall fulfil <b>specific obligations</b> foreseen in the funding scheme and in the relevant regulations</p>
<b>Reserved PhD Positions</b>	<p>The <b>reserved positions</b> (e.g. Executive PhD, Apprenticeship PhD, PhD positions reserved for applicants with a second-cycle degree awarded in a foreign country, or for applicants with international protection) are open to applicants who fulfil specific requirements in addition to the general assessment carried out by the Admission Board. If such positions are available, the requirements are detailed in the relevant <b>PhD Programme Table</b>, that complements the Call for Applications and is available on the <a href="#">University website</a> (select the PhD programme → “More Information” and then “PhD Programme Table”).</p>
<b>PhD Positions covered by a Research Grant</b>	<p>Specific information about the Research Grant provided to fund the interested PhD Positions is detailed in the relevant <b>PhD Programme Table</b>, that complements the Call for Applications and is available on the <a href="#">University website</a> (select the PhD programme → “More Information” and then “PhD Programme Table”).</p>
<b>PhD Positions without Scholarship</b>	

## 1.4 Curricula

Each PhD programme may be divided into several curricula. The articulation of the programme into curricula and their names are indicated in the PhD programme table, that complements the Call for Applications and is available on the [University website](#) on the page dedicated to each programme. In the event that the programme is divided into curricula, the available PhD positions may also be allocated on the basis of the curriculum of preference.

In the admission procedure on Studenti Online, candidates applying for a programme divided into curricula are asked to indicate their curriculum of preference. Each PhD programme table may also provide for other ways of selecting the curriculum of preference (e.g. indicating the curriculum on the title page of the research proposal).

If the curriculum is not clearly indicated, in accordance with the procedures set out in each specific PhD programme table, the Admission Board will identify the curriculum of reference, based on the experience and research interests, which can be deduced from the documentation submitted. **If the choice of the curriculum is indicated as mandatory in the specific PhD programme table, failure to indicate the curriculum will result in the exclusion of the applicant from the evaluation.**

## Art. 2 - ADMISSION REQUIREMENTS

Regardless of age and citizenship status, applicants can be admitted to the selection procedure if they have been awarded at least one of the following degrees:

- Laurea Magistrale, Magistrale a ciclo unico or Laurea Specialistica (Italian Second-Cycle Degree);
- Laurea di Vecchio Ordinamento (pre-1999 reform);
- A Second-Cycle Degree awarded by academic institutions part of AFAM (Alta Formazione Artistica e Musicale);

- d) A non-Italian Degree awarded by an academic institution, recognized equivalent to the above mentioned second-cycle Italian degrees (letters a, b, c) for the sole purpose of the admission to a PhD programme at the University of Bologna.

**Applicants who are yet to obtain their Second-Cycle Degree are admitted to the selection procedure on condition that they obtain their degree no later than October 31<sup>st</sup>, 2024.**

## Art. 3 - HOW TO APPLY

### 3.1 Application

The online application must be **submitted by April 26<sup>th</sup>, 2024 at 11.59 pm (CEST).**

**A €5 application fee, non-refundable, is to be paid within the above mentioned deadline.**

The application must be submitted through the [Studenti Online website](#) only. For applicants using the application for the first time registration will be required. After registering applicants will receive their credentials, i.e. name.surname@studio.unibo.it. This will be the only email account (which will be activated upon registration) where they will receive all eventual communication regarding the admission procedure. Applicants must use this address to send emails to any University office. **To ensure the protection of the applicants' privacy, the University administrative offices will not be able to reply to emails sent by accounts other than name.surname@studio.unibo.it.**

**Applicants who are already in possession of the said credentials must use them to apply.** If the credentials have not been used for a long time, an account recovery procedure is available on the [University website](#). We remind all applicants that who has participated even once to a selection procedure or has been enrolled in an academic programme at the University of Bologna, is already in possession of the credentials name.surname@studio.unibo.it. **A new registration with the same personal data will not be possible.** In this case, the recovery procedure of the previous credentials is required. **It is therefore advisable to apply for admission well in advance of the deadline.**

In order to submit the application, applicants shall:

1. Access [Studenti Online](#) and log in using their credentials;
2. Select "Admission application" and follow the online procedure. **The €5 application fee is to be paid at this stage of the admission procedure, using the PagoPA system.**
3. Fill in the first part of the application form, in order to access to the attachments upload section (applicants are allowed to access to their application several times, to complete or modify it, up to the submission);
4. Upload the required documents, as detailed in the table below, exclusively in .pdf format. **Applicants will not be able to upload any supporting document after the deadline of this call;** after providing all the required information and documents the application will show the status "Application filled in: You can submit the application";
5. **To finalize the application, select "Submit".** Any application not submitted by the deadline will be rejected. Any application lacking a valid payment of the admission fee, made before the deadline, will be rejected. Notifications concerning the status of the application will be displayed on [Studenti Online](#), in the application detail. No communication will be sent to applicants about the successful submission of their application.

### 3.2 Required documents

a)	Scanned valid ID with photograph	Both sides
b)	Curriculum Vitae	Check the relevant PhD programme table for any further information (language and/or format).

c)	<p>Documents attesting <b>the completion and awarding of both first and second-cycle degrees</b>. The documents must include:</p> <ol style="list-style-type: none"> <li>1. Name of the awarding institution;</li> <li>2. Type of degree (in Italy <i>laurea specialistica/magistrale, magistrale a ciclo unico, vecchio ordinamento</i> or an equivalent second-cycle degree as specified in <a href="#">Art. 2</a>);</li> <li>3. Name of the degree programme;</li> <li>4. “<i>Classe di laurea</i>” (only for degrees awarded in Italy);</li> <li>5. Date in which the degree has been awarded;</li> <li>6. Final mark;</li> <li>7. Academic transcript of records, including the full list of the exams taken and the related marks. Please also indicate the related CFU or ECTS (if provided by the education system in which the degree has been awarded);</li> <li>8. “<i>Media ponderata dei voti degli esami</i>” (weighted average, only for degrees awarded in Italy).</li> </ol> <p><i>For applicants who are yet to obtain their second-cycle degree by the date they apply:</i>  <b>Academic transcript of records</b>, including the full list of the exams taken and the related marks (weighted average, only for graduate students enrolled in Italian Universities).</p> <p><i>For applicants who have obtained their second level degree at a University in a EU/non-EU Country, who already have such document:</i>  <b>Document stating the authenticity and level of the degree</b> (applicants who do not have such document while they apply and who will award a position, will have to provide the PhD Unit with such document at the moment of the enrolment within three months from the starting date of the PhD programme)</p>	<p>Type of document for degree awarded by:</p> <ol style="list-style-type: none"> <li>1. <b>Italian Public Universities:</b> self-certification dated and signed attesting the completion and awarding of the degree. University of Bologna graduates can download the self-certification from <a href="#">Studenti Online</a>.</li> <li>2. <b>EU/Non-EU Universities:</b> the certificate, the transcript of records of both the first and second-cycle degree, or the <i>Diploma Supplement</i>;  If available, document stating the authenticity and level of the degree (eg. Diploma Supplement, Dichiarazione di valore in loco issued by the Italian Diplomatic Missions in the Country where the diploma has been issued, Statement of Verification and Statement of Comparability issued by an ENIC-NARIC centre (eg. CIMEA);</li> <li>3. <b>Italian Private Universities:</b> the certificate or the self-certification, including all the information as detailed on the side, or in alternative the <i>Diploma Supplement</i>, if available.</li> </ol>
d)	<p><b>Further supporting documents</b></p>	<p>As detailed in the PhD Programme Table, that complement the Call for Applications and is available on the <a href="#">University website</a> (select the PhD programme → “More information” then “PhD Programme Table”)</p>
e)	<p><i>For applicants who need to request an adaptation for the admission test:</i>  <b>Request for Adaptation Form and valid health documents</b></p>	<p>For more information about special arrangements and adaptations for the admission examinations see <a href="#">Art. 4.2</a></p>

Documents **in Italian or English only shall be considered as valid and shall be assessed** by the Admission Board. For identity documents and degrees issued in a language different from Italian or English, an official translation is required. The translation shall be drawn up by an authorized body or by the awarding University.

According to current legislation, the University must reject certifications issued by other Italian public administrations. Therefore, academic degrees must be attested only using self-certificates if awarded by Italian public universities.

If the PhD Programme Table foresees the possibility to submit to the evaluation one or more **reference letters**, signed by Italian or International academics and professionals in the research field, attesting the suitability of the applicant and his/her interest for the scientific research, the above mentioned letters shall be uploaded in the relevant section, following the procedure on [Studenti Online](#). Academics and/or professionals signing the reference letters must not be part of the Admission Board. Please, note that the above letters cannot be uploaded by applicants. When filling the online application form on [Studenti Online](#), applicants will be only allowed to provide the email account of the requested academic/professional. The latter shall receive an email from the University of Bologna providing for the instructions for uploading. **Only letters in .pdf format submitted before the expiry date and time of the Call shall be accepted.**

## Art. 4 - SELECTION PROCEDURE

**Examination dates, assessment methods and evaluation criteria** are detailed in the PhD Programme Tables. Such Tables complement this Call for Applications and are available on the [University website](#) (select the PhD programme → “More Information”, then click on “PhD Programme Table”). Oral examinations are public.

Examination results will be published on [Studenti Online](#) (select “Requests in progress” → “see details” and then open the .pdf files available at the bottom of the page). **The publication of such results on the website is equivalent to receiving a notification. No notification will be sent to applicants via e-mail.**

**Absence without notice or failure to connect** on the date/time slot defined for the oral examination is considered as a withdrawal from the selection process. During the examinations applicants must provide to the Admission Board a valid ID, under penalty of exclusion.

Any voluntary withdrawal from the selection procedure must be communicated to the members of the Admission Board via email (the Admission Board members’ emails are available on the [University website](#), select the PhD programme → “More Information”, then click on the “Admission Board” tab) copying the PhD Unit [aform.udottricerca@unibo.it](mailto:aform.udottricerca@unibo.it). Such withdrawal emails must be sent exclusively by using the account [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it), together with a valid ID scan.

### 4.1 How to take the admission examinations remotely

For **applicants** who intend to, and according to the rules laid down in each PhD programme Table, available on the [University website](#) (select the PhD programme → “More Information”, then click on “PhD Programme Table”), examinations could be held remotely **via Microsoft Teams**. The link to connect to the virtual room for the examination will be available on [Studenti Online](#), in the admission application details.

Applicants wishing to take the oral examination remotely are required to ensure that such modality is provided for in the relevant PhD programme Table and to check any specific indications. In the absence of further specifications, applicants are required to contact the Admission Board in advance at the e-mail addresses indicated on the [University website](#), (select the PhD programme → “More Information”, then click on the “Admission Board” tab), stating the reasons why they wish to sit the examination online.

In order to take the examination, applicants shall connect to the Teams session via the above-mentioned link, using their own account (i.e. [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it)) on the day and time scheduled, and showing their valid ID.

Applicants are responsible for providing adequate audio and video equipment for Microsoft Teams.

In case of **technical issues** occurring before and/or during the examination:

- a) **If one or more Admission Board members experience connection problems**, the examination is postponed to another date which will be notified on [Studenti Online](#), in the admission application details.
- b) **If the applicant experiences connection problems**, the Admission Board may reasonably postpone the examination to another date, in compliance with the principles of non-discrimination and equal treatment between applicants. The new date and time will be published on [Studenti Online](#), in the admission application details.

## 4.2 Adaptations Requests

Applicants requiring special arrangements (hereinafter Adaptations) to participate to the examinations, should make a request before the deadline of this Call for Applications.

**Adaptations** may consist in:

- a) Extra time to take the examination (30% extra time for applicants submitting documents which certify Specific Learning Disorders, Special Educational Needs, or other; 50% extra time for applicants submitting documents which prove any disability and/or handicap as stated by the Italian Law 104/92).
- b) Special aids available, such as reading aid, non-scientific calculator, or other aids, to be determined based on each specific case and documents submitted.

The list of possible Adaptations can be found on the Request for Adaptation form. If, due to organisational requirements and/or mandatory provisions, the requested adaptation cannot be guaranteed, an alternative measure of equal compensatory value will be defined.

In order to submit a Request for Adaptations, applicants must:

- 1) **Log in** [Studenti Online](#) and start the application procedure.
- 2) Download the **Request for Adaptations form**, available on the first page of the application procedure, and fill it in.
- 3) Save the **Request for Adaptations form** in .pdf and attach it to the appropriate section of the application.
- 4) Submit **specific documents** as detailed below:
  - a) Diagnosis of Specific Learning Disorders, according to the Italian Law 170/2010, issued by the National Health Service (Servizio Sanitario Nazionale) or by a private affiliated body or private professional including a document of conformity issued by the National Health Service itself. These documents must have a date of issue that does not exceed three years from the date of PhD application, or must have been issued after reaching the age of eighteen. *Due to the Covid-19 emergency, which has caused a reduction on the assistance activity of the National Health Service, applicants with Specific Learning Disorders, according to the Italian Law 170/2010, will be allowed to submit their adaptation request by presenting documents older than three years. The University reserves to ask for the mentioned documents and ask for integrations. For further information applicants may refer to the [Service for Students with Disabilities and SLD](#).*
  - b) Documents issued by National Health Service professional, certifying a Special Educational Need or a difficulty that affects learning.
  - c) Handicap certificate according to the Italian Law 104/92.
  - d) Disability certificate.
  - e) Documentation, drawn up by a specialist, proving a disorder that may determine a physical/mental inability, even temporary, that may lead to certain specific needs during the examination.

Documents must be clear and include all the relevant information needed to understand the special needs of the applicant.

Please note: If an applicant owns both certifications according to the Italian Law 104/92 and some other medical documentation, it is strongly recommended to submit all of them.



Applicants **with disabilities or with Specific Learning Disorders, residing in foreign Countries** who need to ask for the above mentioned adaptations, must submit an official document (with Apostille if required) certifying such a disability or learning disorder issued in the Country of residence together with its official translation exclusively in Italian or English language.

University Governing Bodies in charge of assessing the mentioned documentation will verify also if the certifications issued abroad prove a condition of disability or learning disorder recognized by the Italian Law.

Please note: Before submitting the application, check that all the supporting documents listed above are properly attached.

The submitted documents will be assessed by the **Service for Students with Disabilities and SLD** in order to match their compliance with the request for adaptation. In case of incomplete or unreadable documentation, any addition will be requested to applicants (via name.surname@studio.unibo.it account) and must be fulfilled compulsorily within the deadline stated in the email.

**Please note that failing to submit the request or to provide any additional documentation within the deadline, will result in the rejection of the adaptation request.**

The PhD Unit will inform the interested applicants (via name.surname@studio.unibo.it account) and the Admission Board about the outcome of adaptation requests.

For any further clarification concerning the procedure for requesting adaptations, please contact the Service for Students with Disabilities and SLD (e-mail: [ases.adattamentiammissione@unibo.it](mailto:ases.adattamentiammissione@unibo.it)).

## Art. 5 - ADMISSION BOARD

Details about the Admission Board members are available on the [University website](#) (select the PhD programme → “More Information” and then click on “Admission Board tab”).

In case of scholarships financed by external institutions or reserved positions, the Admission Board may include an additional Expert Member (i.e. from the external institution) with the purpose of assessing the applicant suitability for the interested position. Any change to the Admission Boards will be communicated on [University website](#), before the date of the oral examination.

## Art. 6 - FINAL RANKING LIST

Following the indications provided in the PhD Programme Tables, each applicant can express to the Admission Board their **interest for the assignment of one Curriculum and/or one or more topic-specific positions**. All applicants will be considered for any available PhD Positions with full scholarship (non topic-specific).

The Admission Board will establish if the applicants can be considered eligible for the above-mentioned positions, taking into account the preferences expressed by the applicants and considering the applicants' skills and expertise.

Companies' employees are not allowed to express their interest for (nor to be awarded) a position funded or co-funded by their employer.

**Reserved and topic-specific positions** are awarded following the ranking order of the applicants who are eligible and/or fulfil the specific requirements regarding each position (topic-specific positions or reserved position).

After the publication of the results of the last admission examination, the final ranking list will be published through a Rector Decree on the [University website](#) (select the PhD programme → "More Information" and check the "Notices" section at the bottom of the page).

The final ranking list contains the applicants who passed all the admission examinations.

According to their place in the ranking list, successful applicants will be awarded one of the positions offered by this Call and will be admitted to the PhD programme. Please note that specific rules may apply to topic-specific and reserved positions.

**In case two or more applicants have the same final score**, if the position is covered by a scholarship or other funding, the assessment of applicants' economic situation will be the criterion to choose the successful one. In case of positions without scholarship, the youngest applicant precedes in the ranking list.

For PhD programmes divided into curricula and awarding the available positions on the basis of these curricula, the allocation of positions and the possible scrolling of the ranking list shall take place on the basis of the curriculum chosen by the candidate or identified by the Commission as described in [Art. 1.4](#).

**If a successful applicant withdraws**, with or without notice, from a position, or only from a funding opportunity, the following applicant in the ranking list, who is also eligible for the specific position, will be contacted. Please note that, in case of withdrawal only from the funding opportunity, the maximum number of applicants who can be contacted for replacement is set by the relevant Department.

In order to fill all the openings, **the replacement procedure will be applied for positions renounced before October 23<sup>rd</sup>, 2024 at 12.00 pm (CEST)**.

## Art. 7 - ENROLMENT

### 7.1 Enrolment procedure

In order to **enrol**, applicants shall:

1. Log in [Studenti Online](#) with their registration credentials (i.e. name.surname@studio.unibo.it);
2. Click on "Registration" and follow the procedure, confirming or modifying the data already present, filling in the required declarations, **uploading a copy of a valid identity document and the following documents, only if already in the candidate's possession**:
  - a) *(for non-Italian citizens only)* **tax code certificate** issued by the Italian Revenue Agency (Agenzia delle Entrate);
  - b) *(for non-EU citizens only)* **valid residence permit or receipt of the residence permit application**;
  - c) *(for candidates who have been awarded with a non-Italian second level degree after the deadline of the Call)* degree awarding certificate, indicating the following data: University name, graduation date, type of degree (in Italy laurea specialistica/magistrale, magistrale a ciclo unico, vecchio ordinamento or an equivalent degree as specified in [Art. 2](#)) and final mark;
  - d) *(for candidates awarded with a second level degree in a non-EU country)* document attesting the **validity and the comparability of the qualification awarded** (e. g. Diploma Supplement, Declaration of Value - Dichiarazione di Valore in loco - of the second-cycle degree issued by the Italian Diplomatic authorities located in the country in which the qualification was awarded, recognition of foreign qualifications carried out by agencies like the ones of ENIC-NARIC network). If such document has been uploaded in the admission application, candidates are not required to submit it again;
  - e) *(for candidates wishing to simultaneously enroll in a PhD programme and in a Medical Specialisation School)* Medical Specialisation training schedule, signed by the Specialisation School Director.
3. Pay the enrolment tax online through the PagoPA system, according to the Italian Law.

**Enrolments and payments carried out in ways that differ from the ones indicated above will not be accepted.**

## 7.2 Conditional Enrolment

If, at the registration stage, the candidate is unable to submit some of the above-mentioned documents, their registration will be accepted under condition.

At the moment of the enrolment, those who are **yet to obtain the degree entitling them to enroll in a PhD programme** (see [Art. 2](#)) are conditionally enrolled. After the completion of their studies and **before November 1<sup>st</sup>, 2024**, they have to send to [aform.udottricerca@unibo.it](mailto:aform.udottricerca@unibo.it) the following documents:

- a) Self-certification (or official certification, if the degree has been obtained either in EU or non-EU foreign countries, or if the degree has been awarded at an Italian Private University). The above-mentioned certificates must indicate: University Name, graduation date, type of degree (in Italy *laurea specialistica/magistrale*, *magistrale a ciclo unico*, *vecchio ordinamento* or an equivalent degree as specified in [Art. 2](#)) and final mark;
- b) Scanned copy of a Valid ID with photo.

Those PhD candidates holding a **non-Italian citizenship**, who at the moment of the enrolment are not in possession of the documents listed above, are conditionally enrolled. In order to lift the reservation on their enrolment and to authorize the scholarship payment, they are required to send to [aform.udottricerca@unibo.it](mailto:aform.udottricerca@unibo.it) a scanned copy of the following documents:

- a) Italian Tax Code Certificate issued by Italian Revenue Agency (*Agenzia delle Entrate*);
- b) (for non-EU citizens) Valid residence permit. Those who are not in possession of this document must apply for it within 8 days from their arrival to Italy. For more information, please follow the instructions on the [University website](#). Applicants must send the receipt issued by the Questura at the moment of the request of the Permit of Stay.

PhD candidates with a **degree issued by non-EU institutions** must provide a **document attesting the validity and the comparability of the qualification awarded** (e. g. Diploma Supplement, Declaration of Value - Dichiarazione di Valore in loco - of the second-cycle degree issued by the Italian Diplomatic authorities located in the country in which the qualification was awarded, recognition of foreign qualifications carried out by agencies like the ones of ENIC-NARIC network). Those who have not provided such documents during the application step shall submit them after the enrolment, within three months from the starting date of the PhD programme.

The University reserves the right to request the documents attesting the validity and comparability of the awarded qualifications also for those issued in EU countries, and / or to check the original documents.

The suitability of non-Italian degrees is established by the University, following the legislation into force both in Italy and in the Country where the qualification has been awarded, and under the relevant international treaties or agreements dealing with the recognition of academic qualifications for access to further studies.

Applicants holding a non-Italian degree, who do not show the requested documents upon application or enrolment, **are enrolled under condition**. They will be **excluded from the PhD Programme** and required to refund any scholarship or funding already received, if they do not provide the required documents or if, on the basis of the evaluation carried out, the qualification provided were not to meet the admission requirements referred to in [Art. 2](#).

Successful candidates applying for **joint attendance between a medical specialisation school and a PhD programme** are also enrolled under condition: the reservation will be lifted following the ex officio acquisition of the authorisation for joint attendance expressed by the Academic Board of the PhD programme and the Board of the medical specialisation school.

## 7.3 Replacement positions enrolment

In case of replacement, eligible applicants will receive a communication to their email *name.surname@studio.unibo.it*, with the deadline for their enrolment. The latter must be carried out as indicated in [Art. 7.1](#).

The above-mentioned applicants must complete the enrolment process within the deadline specified in the email. Otherwise, the replacement procedure will continue, and the next eligible applicant will be contacted.

## 7.4 Information for applicants in need of a VISA

After the completion of the University enrolment process, the applicants who require a VISA to stay in Italy must register on the [University website](#) and carry out the “pre-enrolment” to the PhD programme, following the indicated procedure to obtain the VISA.

## 7.5 Extra-quota Positions

Applicants who have passed all the admission examinations can be **admitted to extra-quota positions** if:

- a) they are entitled to a scholarship awarded by **the Italian Ministry of Foreign Affairs (*Ministero degli Affari Esteri e della Cooperazione Internazionale MAECI*)**, or by the foreign authorities of the country where the applicant is born, holds citizenship, resides, or lives. Documents attesting the award of the said scholarship must be sent before the PhD programme start date. If already in possession of the documents attesting the scholarship, applicants should attach them on [Studenti Online](#) during the PhD admission application. In case the applicants enter into possession of these documents after the deadline of this Call for Applications, they must send them to [aform.udottricerca@unibo.it](mailto:aform.udottricerca@unibo.it) using their email *name.surname@studio.unibo.it* and attaching a scanned double-sided copy of a valid ID.
- b) they hold a contract of Apprenticeship for PhD, not included in the positions established by this Call.

Admission in extra-quota positions is subject to verification both of the documentation submitted by the applicant and the maximum number of doctoral positions approved for each PhD programme during its ministerial accreditation.

## Art. 8 - TUITION FEES

PhD candidates must pay the tuition fees for the enrolment for each academic year.

The total amount of the tuition fees includes insurance premium, stamp duty and the regional tax for the right to higher education.

The amount of the tuition fees is established by the Board of Governors of the University of Bologna.

As an example, the current amount of such fees is €157.04. Such amount could vary, due to the decision of the competent bodies.

The tuition fees cannot be reimbursed under any circumstances.

## Art. 9 - PHD POSITIONS AND SCHOLARSHIPS

### 9.1 Positions and Scholarships Assignment

The **PhD Programme Table**, which complement the present Call for Applications, provide the number of both the **positions** and the **scholarships** available.

The research topics will be assigned to the PhD candidates by the Academic Board, during the meeting when the activities of the first year of the programme are planned, taking into account any indications in the specific PhD programme table regarding eventual reserved and topic-specific positions (see [Art. 6](#)).

**Successful applicants shall start the training and research activities according to the timeline and modalities established by the Academic Board. Failing to do so, PhD candidates may be excluded by the Academic Board.**

**PhD applicants awarded of any Apprenticeship PhD positions are enrolled under condition** until their contract is signed. They will withdraw from their enrolment in the PhD programme if they do not sign the contract by November 1<sup>st</sup>, 2024.

PhD applicants awarded of eventual Apprenticeship for the PhD positions or positions reserved to employees of public and private Entities (on the basis of specific agreements) **will be excluded from the PhD Programme** if the employment is interrupted before the end of the legal duration of the PhD programme.

PhD applicants that **already received even a partial amount of a scholarship for the attendance of a PhD programme** in Italy, cannot receive a PhD scholarship again.

## 9.2 Scholarships payment

Scholarships are **paid to PhD candidates on a monthly basis** (payment is usually processed not before the 25<sup>th</sup> day of the month).

The yearly gross amount of the scholarships awarded for the PhD programme in “Economics” is €16,243.

The yearly gross amount of the scholarships awarded for the PhD Programmes in “Management” and “Political and Social Sciences” is €17.805.

Please note that for PhD candidates with a scholarship, **the registration to the Social Security Administration (Gestione separata INPS) is mandatory**. The scholarships are subject to the payment of the **INPS social security contribution** according to the relevant legislation into force. Such a contribution is paid as follows: two-thirds paid by the University and one-third paid by the scholarship holder. PhD candidates have the related rights and safeguards.

The payment of the scholarship will be carried out after the PhD candidate has duly entered their **bank account details** (e.g. IBAN code) on [Studenti Online](#) (section “Modify contact details”). The scholarship payment can be made also on foreign bank accounts. The IBAN code will be used by the University for the payment of the scholarship (the PhD candidate must be the holder of the bank account or, as an alternative, they must be the co-holder).

The rules regarding the impossibility to combine the PhD scholarships with other funding is governed by the PhD Programme Regulation of the University of Bologna.

## Art. 10 - INTERNATIONAL PHD COLLEGE

The [International PhD College \(I-PHD\)](#) is a 3<sup>rd</sup> cycle academic and research track, organised by the Collegio Superiore, an institution of excellence of the Alma Mater Studiorum - Università di Bologna. For the academic year 2024/2025, PhD candidates admitted to the I-PHD College will receive a grant equal to 90% of the monthly rent amount, not exceeding €500.00 per month, as a partial reimbursement of housing rental expenses, as long as they do not receive any other forms of financial support for housing related to their enrolment in the same academic year. In order to be awarded the grant, PhD students will be required to submit a copy of a rental agreement of at least 10 months in the period between 01/11/2024 and 31/10/2025. PhD candidates must integrate the research activity required by their PhD programmes with interdisciplinary and international training and “coworking” activities on crosscutting themes.

For the A.Y. 2024/2025 a new Call for Applications for the admission in the International PhD College will be published. The Call will be addressed to particularly motivated and deserving students successfully admitted to a PhD programme among those of the 40<sup>th</sup> cycle offered by the University of Bologna.

**Applicants wishing to participate in the International PhD College specific Call for Applications must consent to the transmission of their personal data to the relevant Secretariat, for the sole purpose of participating in the International PhD College selection procedure.** Such a consent has to be expressed within the application submitted in the present Call on [Studenti Online](#). Further information on how to participate in the specific International PhD College Call will be published on the relevant page of the Collegio Superiore website.

For further information contact: [segreteria.collegio@unibo.it](mailto:segreteria.collegio@unibo.it).

## Art. 11 – ER.GO SCHOLARSHIPS

PhD candidates who do not receive scholarships, research grants or other funding for the right to higher education may apply for an ER.GO scholarship.

The call for applications for the ER.GO scholarships for the A.Y. 2024/2025 has been published in **July 2024**.

To apply for ER.GO scholarships, applicants must provide regular ISEE (Equivalent Economic Situation Indicator), ISEE form specific for PhD studies or ISEE Università relating to the 2022 income and assets.

At the CAF/INPS it is possible to have information about the ISEE 2024, which refers to 2022 incomes and assets.

The application shall be submitted online using the [ER.GO website](#) (using SPID, CIE or CNS credentials or using *name.surname@studio.unibo.it*), on the relevant section.

For information, please contact ER.GO (tel. +39 051 19907580 or 0510185268) or send a message via "SCRIVI" from "DOSSIER UTENTE" on the [ER.GO website](#).

## Art. 12 - COMPATIBILITY AND INCOMPATIBILITY

Attending a PhD programme implies a full-time and exclusive commitment for PhD candidates.

More information on PhD programme attendance and the related compatibility/incompatibility rules are disciplined by the University PhD Programme Regulation.

## Art. 12 - OWNERSHIP OF RESULTS

Intellectual and industrial property rights over any result achieved by PhD candidates (e.g. including software, industrial inventions - whether patentable or not - know-how, models, data and data collections, etc.) are disciplined by the relevant National Legislation into force, the University internal regulations, and other agreements signed between the University and third parties if any.

PhD candidates are always required to communicate immediately to the PhD Programme Coordinator any accomplishment, by committing themselves not to disclose any result nor use without an explicit prior authorization from the University.

Equally, PhD candidates must sign a confidentiality agreement including any information, data, and confidential documentation that may come to their attention throughout all the activities performed at the University or on behalf of the University itself.

In any case, PhD candidates are allowed to ordinary publishing activities, consistently with their training programme expectations. Those publications will have to be programmed in a way which ensures the protection of the related research results as well.

## Art. 13 – PROCESSING OF PERSONAL DATA

In accordance with Art. 13 of the EU Regulation 2016/679, the processing of the personal data provided by the applicants, participating to the selection procedure, or acquired for this purpose, by the University aims to carry out only the activities of the selection procedure. Data will be managed by the people in charge of the selection procedure, including the Admission Boards, in the manner and within the limits necessary to achieve the above-mentioned purposes, and may also be communicated to third parties. The legal basis of the treatment is to be found in the articles 6, paragraph 1, letter c) (processing for legal obligations) and e) (processing for reasons of public interest) and 9, paragraph 2, letter g) (processing for reasons of public interest) of Regulation EU 2016/ 679. The provision of data is essential to allow enrollment and any refusal to provide them will make it impossible to proceed with any admission to PhD programmes.

The University will keep and use the personal data and contacts provided by the PhD candidates enrolled to the University, also after the completion of the selection procedures, for operational, administrative, accounting and/or other

purposes related to the management of institutional activities and legal obligations, as well as for the disclosure of any opportunities to the successful applicants (scholarships, awards, etc.).

Applicants have the right to access their personal data, to request amendments, elimination, limitation of treatment, as well as to object to the processing of the above-mentioned data by addressing their requests to [privacy@unibo.it](mailto:privacy@unibo.it).

Those who believe that the processing of their personal data is in violation of the provisions of the Regulation mentioned above may lodge a complaint to the Authority for data processing (in Italian *Garante*) or refer to the competent court.

The data holder is Alma Mater Studiorum - University of Bologna (registered office: via Zamboni n. 33, 40126 - Bologna, Italy; e-mail: [privacy@unibo.it](mailto:privacy@unibo.it); PEC: [scriviunibo@pec.unibo.it](mailto:scriviunibo@pec.unibo.it)).

The contact details of the Personal Data Protection Officer are: registered office, via Zamboni n. 33, 40126 - Bologna, Italy; e-mail: [dpo@unibo.it](mailto:dpo@unibo.it); PEC: [scriviunibo@pec.unibo.it](mailto:scriviunibo@pec.unibo.it).

For further information, please consult the information available on the [University website](#).

## Art. 14 - LEGAL FRAMEWORK CONCERNING DOCTORAL STUDIES

For anything not covered by the present Call, refer to the current University PhD Programme Regulation and to the Ministerial Decrees 226/2021 and 301/2022.

By applying for the admission to a PhD programme at the University of Bologna through the online procedure referred to in [Art. 3](#), applicants tacitly agree to be subject to the rules of the present Call, the University PhD Programme Regulation in addition to the specific obligations foreseen in the relevant funding scheme and in the relevant regulations applying to each specific PhD position.

### Responsible for the present administrative procedure

Dott.ssa Alice Trentini – AFORM – Education and PhD Administrative Division (e-mail: [aform.udottricerca@unibo.it](mailto:aform.udottricerca@unibo.it); PEC: [scriviunibo@pec.unibo.it](mailto:scriviunibo@pec.unibo.it)).