



ALMA MATER STUDIORUM  
 UNIVERSITÀ DI BOLOGNA

**DISCLAIMER:**

**This document is a non-official version of the PhD Programmes Regulation.  
 Only the Italian version published in the Official Gazette - 4<sup>th</sup> Special Series – Public  
 Competitions n. 29 of 10<sup>th</sup> April 2018 shall prevail and be binding.**

**PhD Programmes Call for applications  
 34<sup>th</sup> cycle - Academic Year 2018/2019  
 DEADLINE FOR APPLICATIONS 14<sup>th</sup> May 2018 at 1:00 p.m. (Italian time)  
 Published in Official Gazette - 4<sup>th</sup> Special Series – Public Competitions n. 18 of 10<sup>th</sup> April  
 2018  
 Modifications and/or additions to this application shall be notified on the [University website](#)**

**Art. 1 – SUBJECT OF THE CALL**

The Call for applications for the admission to the following PhD programmes a.y. 2018/2019 (cycle 34<sup>th</sup>) is hereby opened:

<b>RESEARCH AREA</b>	<b>PHD PROGRAMME</b>
<b>Biological, Geological and Agricultural Sciences</b>	Cellular and Molecular biology
	Science and Culture of Well-being and Lifestyles
	Biotechnological, Biocomputational, Pharmaceutical And Pharmacological Sciences
	Earth, Life and Environmental Sciences
	Agricultural, Environmental and Food Science and Technology
	Innovative technologies and sustainable use of fisheries and biological resources in the mediterranean sea (FishMed-PhD)
<b>Legal, Political, Economic and Statistical Sciences</b>	European Law
	Law, Science and Technology
	Management
	Legal Studies
	Political and Social Sciences
	Statistical Sciences
<b>Engineering Studies</b>	Sociology and Social Research
	Architecture and Design Cultures
	Automotive engineering for intelligent mobility
	Computer Science and Engineering
	Data Science and Computation
	Biomedical, Electrical and System Engineering
	Civil, Chemical, Environmental and Materials Engineering
	Electronics, Telecommunications and Information Technologies Engineering
	Mechanics and Advanced Engineering Sciences (DIMSAI)
Structural and Environmental Health Monitoring and Management (SEHM2)	
<b>Mathematical Physical,</b>	Astrophysics

<b>Chemical and Astronomical Sciences</b>	Chemistry
	Physics
	Geophysics
	Mathematics
	Nanoscience for Medicine and the Environment
<b>Medical, Pharmaceutical and Veterinary Medical Sciences</b>	Health Safety and Green System
	Health and technologies
	Oncology, Hematology and Pathology
	Biomedical and Neuromotor Sciences
	Cardio Nephro Thoracic Sciences
	Surgical Sciences
	General Medical and Services Sciences
<b>Humanistic Studies</b>	Veterinary Sciences
	Visual, Performing and Media Arts
	Cultural Heritage Studies
	Literary and Philological Cultures
	Modern Languages, Literatures, and Culture
	Philosophy, Science, Cognition, and Semiotics (PSCS)
	Psychology
	Pedagogical Sciences
	History and Archaeology. Studies on Heritage, Memory and Cultures
Global Histories, Cultures, and Politics	
Translation, Interpreting, Intercultural Studies	

According to the Ministerial Decree n° 45/2013, the favourable opinion of the National Agency for the Evaluation of Universities and Research Institutes (ANVUR) is a requirement for the establishment of PhD Programmes.

Therefore, the awarding of both PhD positions and PhD scholarships is conditional to the positive outcome of the above assessment carried out by ANVUR. Any possible negative outcome resulting from the ANVUR assessment shall be promptly communicated by email to the interested applicants, via the following email account [name.surname@unibo.it](mailto:name.surname@unibo.it) (referred to in art. 3 of the present Call).

The research topics, the available positions and scholarships, the admission requirements, the selection arrangements and criteria and the arrangements for evaluating applicants are detailed in the PhD Programme Table, attached to the present Call for applications. The PhD Programme Table is an integral part of the present Call and is duly published on the [University website](#). Any possible amendment, update or addition to the text shall be exclusively published on the above website.

Should further sources of financing become available – whether internal or external, public or private - it may be possible increasing the number of the available scholarships and the number of the available PhD positions, without prejudice to the deadlines set for the submission of the applications referred to in art 3.

## **Art. 2 - ADMISSIONS REQUIREMENTS**

Regardless of age and citizenship, applicants holding the following academic qualifications can apply for admission:

- a. Laurea specialistica or Laurea magistrale (second cycle master's degrees);
- b. Laurea Vecchio Ordinamento (degree obtained under the previous Italian regulations);
- c. Degree granted by AFAM (Advanced Artistic and Musical Training) institutions;
- d. Second cycle degrees obtained abroad, recognised as equivalent to those covered by letters a), b) and c) of the present paragraph.

Undergraduate applicants may apply on condition to obtain the necessary academic qualification to be admitted to the PhD programme by 31/10/2018.

## **Art. 3 - HOW TO APPLY**

**Applications must be submitted online by 1 p.m. (Italian time) of the 14<sup>th</sup> May 2018.**

To apply, the applicant must:

1. Visit [Studenti Online](#);

2. Enter the data required for registration. After registration, for each applicant shall be provided of the [name.surname@unibo.it](mailto:name.surname@unibo.it) email account. Please, note that information concerning the admission procedure shall be exclusively sent to applicants using the above account;
3. Select "*Entrance exams or requirements check*". Then select "*PhD programme*";
4. Chose the PhD programme you are applying to;
5. Fill the online application form, entering the required data;
6. Upload the following documents (use pdf format, please):
  - a. Scanned copy of a valid ID (with photo);
  - b. Curriculum vitae;
  - c. Documents attesting that the applicant holds both the necessary first and second level degrees. Please, note that such documents must provide the following information:
    - i. University that has awarded the degree,
    - ii. Type of the degree awarded, whether second level master degree/single cycle' second-level degrees/pre-reform degree;
    - iii. Denomination of the degree awarded;
    - iv. "*Classe di laurea*" (only for degrees awarded in Italy);
    - v. Date in which the degree has been awarded;
    - vi. Final mark;
    - vii. Academic transcript of records, including the full list of the exams taken and the related marks.
7. Upload additional documents, where requested (please, see the PhD Programme Table);
8. Having completed the application on [Studenti Online](#), the status of the application shall be "*Application completed*";
9. Select "SUBMIT". Please, note that not submitted applications will be rejected.

**For admission to the selection procedure, the payment of fees is not requested.**

Each applicant can apply for more than one PhD Programme.

After the call's deadline, applications will be made available to the Examination Board and the status of the application shall be "*Application checked*".

Only applications submitted on [Studenti Online](#) shall be accepted. Applications submitted through methods other than those referred to in the present Call shall be rejected.

Applicants are strongly encouraged to complete the submission procedure far enough in advance of the deadline set by the present Call.

It is applicants' responsibility to complete their online submission procedure on time.

No claim shall be accepted in case of problems resulting from system failure, especially those due to an overload of the IT system close to the deadline.

Any additional statement or supporting document shall be rejected after the expiry date of the Call.

As to the supporting documents referred to in para 6 lett c) aimed at attesting that the applicant holds both the first and second level master's degrees required, please note that:

- applicants granted of the above academic degrees by Italian Universities must submit a self-certification, duly filled and signed, attesting the completion of their studies (both the first and second level master' degree);
- applicants awarded by the above academic degrees by other foreign Universities must submit a certificate attesting the completion of their studies (i.e. first and second level master' degree), and the transcript of records. The latter must include the full list of the exams taken and the related marks. In case of documents drawn up in languages other than Italian, English, French, Spanish, German, the official translation in Italian/English of both the documents is required. Only official translations issued by the University which has awarded the degree or by other competent authorities in the State in which the title has been awarded shall be accepted. Applicants holding a degree awarded in the other EU Member States can submit a self-certification (see para 6 letter c) or the Diploma Supplement as an alternative to the certificate. For further information about the Diploma Supplement, please see <http://hubmiur.pubblica.istruzione.it/web/universita/diploma-supplement> or <http://www.miur.it/UserFiles/2419.pdf>

Undergraduate applicants, lacking the academic requirements set by art. 2 at the time of the expiry of the present Call, may replace the certification relating to the second level master's degree referred to in para 6 lett. c) with the transcript of records. The latter must include the full list of the exams taken and the related marks. Please, note that the transcript of record must further include the Weighted Average Mark (WAM). The latter can be estimated as follow.

For each completed unit of study:

- multiply the mark obtained by the number of credits points (please, note that "30 with honours" must be considered as 30);
- adding all the amounts received;
- divide the result by the total of the credit points.

Undergraduate applicants enrolled at non-Italian Universities are not required to indicate WAM.

It is recalled that, according to the relevant legislation into force, the University must reject certifications issued by other Italian public administrations. Therefore, academic qualifications held by the applicants must be attested using self-certification if awarded by Italian public universities.

On the [University website](#) applicants may download a self-certification fac-simile to be used in the case the academic qualifications held has been awarded by an Italian public university.

Please, note that all applicants can participate in the selection procedure with reservation.

In circumstances where following an assessment of the documents submitted the academic qualification held does not meet the requirements set by art. 3 of the present Call or the statements made are untrue; the University is entitled to issue a Rectoral Decree excluding the applicant by the selection procedure or by the PhD Programme. Such an exclusion can be established at any point during the selection procedure, even after the enrollment has been completed.

Possible withdrawal from the selection procedure must be communicated in due time to the Examination Board via email, copying the PhD Unit [udottricerca@unibo.it](mailto:udottricerca@unibo.it), and attaching the scanned copy of a valid ID (front and back).

Contact details of the members of the Admission Board will be made available on the [University website](#) in the sections devoted to the PhD Programme. Please, select "PhD Programme Information" and then select the tab "Admission Board". Please, note that communication for that purpose must be exclusively sent using the email account [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it)

#### **Art. 4 - SELECTION PROCEDURES**

The selection procedures and the assessment criteria for the admission to the PhD Programmes are described in the PhD Programme Tables in attachment, which form an integral part of the present Call for applications. Such Tables are also available in the webpage listing the PhD Programme available on the [University website](#).

The Admission Board can establish evaluation sub-criteria even after the expiry date of the present Call. Such sub-criteria must nevertheless be provided up to the day before the selection procedure opening and before the PhD Unit make available the list of the applicants to be considered for to the selection stage to the Admission Board. Possible further sub-criteria shall be duly published on [Studenti Online](#) (select: "summary of the requests in progress" - "see detail" and open the pdf file named "sub-criteri di valutazione").

The stage of the selection procedure relating to the assessment of qualification/research project shall be non-presential.

Both written and oral exams shall be held at the time and place explicitly indicated in each PhD Programme Table. As a general rule, the presence of the applicants is required. Applicants shall be required to show their valid ID.

If so provided for in the PhD programme tables, the oral exam can be carried out in a language other than Italian.

Applicants residing abroad can take the oral exam remotely using telematics applications (e.g. Skype). Applicants must ask for the oral exam to be conducted remotely when applying. A valid contact must be indicated.

The Admission Board shall assess whether the requirements to have the oral exam conducted remotely are duly met. Requests submitted after the expiry date of the present call shall be left to the discretionary appreciation of the Admission Board.

The schedule of the oral exams to be conducted remotely (time and place where the Admission Board shall meet) shall be available on <http://studenti.unibo.it>, together with the results of the previous evaluations (exams whose results allow the admission to the oral exam).

Using the contact details (account) specified in the application procedure, applicants admitted to the oral exam must be on call for three hours from the time indicated in the remote exam schedule. Applicants who fail to be reachable during the above period for three times shall be considered absent.

The oral exams, including those conducted remotely, are public.

Applicants shall not receive written communications about the outcome of the selection process. Results will only be available on [Studenti Online](#), using the [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it) account and password.

Applicants affected by physical disabilities or specific learning disabilities can request the use of necessary aids and additional time for the completion of the entrance exams.

Pursuant to the Legislative Decree No. 170 of 8 October 2010, requests for that purpose must be sent to [udottricerca@unibo.it](mailto:udottricerca@unibo.it) by the deadline of this call, attaching a clinical evaluation certificate, issued by the National Health Service. In case of requests received after the above deadline, the University cannot guarantee the availability of the necessary aids for the completion of the exams.

The Admission Board shall evaluate the requests.

Applicants having specific learning disabilities shall be entitled to complete the entrance exam using a 30% extra time compared to regular examinations.

## **Art. 5 - ADMISSION BOARD**

The Rector appoints the members of the Admission Board.

Pursuant to art. 10 para 3 of the PhD Programme Regulation, "In case of scholarships financed by external institutions, on the basis of a specific agreement, the Admission Board may include an expert representing the funding Institution. The latter takes part in the Board for the sole purpose of expressing an opinion on the suitability of the applicants competing for the externally-financed scholarships".

Details concerning the members of the Admission Board will be made available at the [University website](#), in the section devoted to the PhD Programme. Please, select "PhD Programme Information" and then select the tab "Admission Board".

Contact details of the experts representing funding Institutions, which take part in the Board shall be provided, where relevant, at the above webpage before the date in which the oral examination for the admission to the single PhD Programme will be held.

## **Art. 6 - FINAL RANKING LIST**

At the end of the selection process, the total score obtained by each applicant as well as the final ranking list will be published on [Studenti Online](#), accessible with [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it) account and password.

In the section "*Summary of requests in progress*", the status of the application submitted shall be "*Final ranking List available*". A click on "*See detail*", will open the webpage where the pdf file "*Graduatoria*" can be downloaded (at the bottom of the page).

When the *Final ranking list* shall be published, the status "*Final ranking list available on Studenti Online*" shall be indicated in the specific section devoted to the PhD programme on the [University website](#).

Please, note that written communication about the final results and the deadlines for the enrolment shall not be sent to the applicants.

The available positions shall be awarded from the top of the ranking list downward. Successful applicants will be admitted to the PhD programme in line with the ranking list until all positions available are covered, without prejudice to the specific procedures for the awarding of the positions set out in Art. 9 of this call, concerning reserved positions and scholarships dedicated to specific research topics.

In the event of an equal total score of two or more applicants, preference will be given to the youngest applicant, without prejudice to the rules governing the priority principle to be applied for the awarding of the scholarships as laid down by Art. 9 of the present Call.

Successful applicants who are already enrolled in another PhD programme must withdraw from the previous programme before the enrolment at the University takes place. Applicants shall be excluded if, during the kick-off meeting, the Academic Board assigns them a research project falling within the same scientific area (*Settore Scientifico Disciplinare*) covering the project carried out within the framework of the previous PhD programme.

PhD candidates having already been granted of a scholarship for participation in a PhD programme established in Italy cannot be allowed to receive the University scholarship, even if their research project does not fall within the scientific area covering the project carried out within the framework of the previous PhD programme.

## **Art. 7 - ENROLMENT**



The enrolment of successful applicants must be completed **by the deadline laid down at the bottom of the final ranking list** (see the pdf file “graduatoria”) available on [Studenti Online](#).

Successful applicants shall not be notified of the deadline for the enrolment.

Applicants who are considered eligible for the awarding of positions linked to specific topics shall not be taken into consideration for the awarding of other PhD positions (not tied to specific topics), in the case the agreements with the funding body – where relevant - have been already signed.

Successful applicants who do not complete the enrolment procedure within the deadline indicated at the bottom of the final ranking list shall be considered having refused their PhD position tacitly.

Following successful applicants’ withdrawal, whether explicit or tacit, replacements will be made in line with the final ranking list up to the 31/10/2018.

Should positions with scholarship (not tied to specific topics) become available following the withdrawal of successful applicants, other successful applicants already awarded of a position linked to specific topic shall not be taken into consideration if:

- they have already completed the enrollment procedure;
- the amount and the duration of the scholarship are the same as those characterizing the position they already hold.

Eligible applicants, who have not succeeded in the selection procedure, must communicate their interest in a position without a scholarship, in accordance with the conditions and the deadline laid down at the bottom of the ranking list (acceptance of a position without scholarship).

Those who do not communicate their interest in a position without scholarship will not be contacted if, following withdrawal, a position without scholarship becomes available. However, they will be contacted in the case, following the withdrawal of successful applicants, positions with a scholarship become available.

Should a position with scholarship become available, successful applicants who tacitly rejected a position without scholarship by the deadline for the enrolment shall also be contacted.

Following the withdrawal of a successful applicant, a communication is sent to the applicant taking over the available position via e-mail to the [nome.cognome@studio.unibo.it](mailto:nome.cognome@studio.unibo.it) account. In this case, enrolment must be completed within 5 days from the date of the dispatch of the replacement communication.

Applicants who received the replacement communication, but do not intend to complete the enrollment procedure, must communicate their refusal without delay so that the available position can be offered to other applicants. The refusal must be notified via e-mail to [udottricerca@unibo.it](mailto:udottricerca@unibo.it), attaching the scanned front-back copy of a valid ID document. Please, note that applicants are required to use the [nome.cognome@studio.unibo.it](mailto:nome.cognome@studio.unibo.it) e-mail account.

Eligible applicants who fail to complete the enrolment procedure by the deadline set in the replacement communication shall be considered having refused the position tacitly.

**To complete the enrollment procedure successful applicants must:**

- Enter [Studenti Online](#) with [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it) user and password;
- Click on "Registration";
- Print and fill the enrollment documents;
- Complete the payment of the fee referred to in Art. 8 of the present Call, before the deadline for the enrolment in any of the following ways:
  - on-Line, via credit card (Visa, Mastercard, Diners, American Express). Payment can also be completed using a credit card registered to a person other than the applicant;
  - at any UniCredit Bank branch in the Italian territory, using the payment code provided by the system at the end of the registration procedure (the code is printable, please download it on StudentiOnline).Other means of payment, other than those explicitly mentioned above, shall not be accepted (payment completed at other financial institutions, via bank transfer or through postal payment slip).
- Send to [udottricerca@unibo.it](mailto:udottricerca@unibo.it) the following documentation before the deadline for the enrolment set in the final ranking list or the replacement communication as appropriate (Please, note that you are required to use your [nome.cognome@studio.unibo.it](mailto:nome.cognome@studio.unibo.it) e-mail account):
  - scanned copy of your ID (back and front);
  - scanned copy of the payment receipt;
  - passport-size photo (jpeg or tiff format);
  - enrollment form duly filled and signed;
  - intellectual property rights and confidentiality protection on research results self-certification;
  - information on ‘how to use your institutional e-mail boxes’;
  - scholarship forms (only for PhD candidates with scholarship);

- self-declaration attesting the completion of the second cycle degree (only for PhD candidates who have been awarded of their second cycle degree by an Italian academic institution after the 5/4/2018)
- scanned copy of a valid permit of stay or scanned copy of the receipt of the request for the permit of stay (only for non-UE citizens);
- scanned copy of the Italian tax code or scanned copy of the receipt of the request for the Italian tax code issued by the Italian Revenue Agency (Agenzia delle Entrate) (only for non-Italian citizens. Details for how to apply for an Italian tax code are available on the [University website](#)).

Please, note that for PhD candidates with a scholarship the registration at the Social Security Administration (Gestione Separata INPS) is mandatory. Having completed the registration procedure, PhD candidates must send an email to [arag.contabilitaricerca@unibo.it](mailto:arag.contabilitaricerca@unibo.it), providing their INPS registration code (PIN).

Non-EU citizens who do not hold a valid permit of stay must request it **within 8 days from their arrival in Italy**. Details for how to apply for an Italian permit of stay are available on the [University website](#). Having completed the request procedure, applicants must send the scanned copy of the receipt of the request with an undue delay to [udottricerca@unibo.it](mailto:udottricerca@unibo.it).

By the 31/10/2018, those who upon enrollment has not yet been awarded of the academic degree referred to in art. 2 of the present Call, shall be required to submit the self-certification attesting the completion of the second cycle degree. The certification is necessary if the degree has been awarded in Non-EU countries. In both cases the document giving proof of the completion of the second cycle degree must include the following information:

- University that has awarded the degree,
- Date in which the degree has been awarded;
- Type of the degree awarded, whether second level master degree/single cycle' second-level degrees/pre-reform degree;
- Final mark.

**Enrolment documents sent in ways other than those described above and after the deadline for the enrolment shall not be accepted.**

Having completed the enrollment procedure and by 31<sup>st</sup> October 2018, the PhD candidates will have to collect their student card. PhD candidates are required to collect it personally at the PhD Unit, via Zamboni 33, Bologna during opening hours. To collect the card, a valid ID document must be shown to the PhD Unit staff. Please, note that the student card cannot be collected under delegation by persons other than PhD candidates. Postal delivery is not allowed too.

To check if the student card is ready to be collected, please visit the University Intranet (login with [name.surname@unibo.it](mailto:name.surname@unibo.it) user and password).

On that occasion, applicants holding a Master's degree obtained in non-EU countries must show to the PhD Unit staff the following original documents:

- Master's degree (final diploma) and academic transcript of records, along with an official translation in Italian or English, if the Master's degree has been issued in languages other than Italian, English, French, German and Spanish;
- Dichiarazione di Valore in loco of the Master's degree, issued by the Italian Embassy or Consulate in the Country where such degree has been awarded.

The Dichiarazione di Valore in loco must include the following information:

- legal status and nature of the awarding institution;
- access requirements for the program leading to the qualification;
- legal duration of the study program and overall workload in terms of credits;
- the validity of the qualification in the awarding system/country for academic and/or professional purposes (e.g. stating that such degree allows the applicant to enrol in a PhD programme in the Country where the degree has been awarded)

Should doubts raise about the nature or validity of the academic qualifications awarded in other EU countries, the University reserves the right to request the official certification attesting the awarding of the degree or the Dichiarazione di Valore in Loco. Information about the Dichiarazione di Valore is available here: <http://www.studiare-in-italia.it/studying/info-07.html>.

The suitability of foreign 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 foreign academic qualification, who do not show the requested documents upon matriculation, are enrolled subject to confirmation. They will be excluded from the PhD programme and required to refund any scholarship amounts improperly received, if:

- they do not show these documents within six months after the starting date of the PhD Programme;
- after verifications, the qualification provided does not meet the admission requirements referred to in Art. 2.

#### **Art. 8 - TUITION FEES**

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

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

The amount of tuition fees is decided every year by the Board of Governors of the University, and it can subject to changes. For the a.y. 2017/2018 it is € 157,64; such an amount may be changed for the a.y. 2018/2019.

Under no circumstances can the tuition fees be reimbursed.

#### **Art. 9 - SCHOLARSHIPS**

The PhD programme tables, which is an integral part of the present Call, provides for the number of both the positions and scholarships available.

The Academic Board will assign the scholarships during the meeting aimed at planning the training and research activity for the first year course, following the order of the ranking list and taking in due account the indications regarding reserved PhD positions.

Where there are equal merits, priority is given on the basis of the applicant's household budget, as provided for by the Decree of the President of the Council of Ministers of the 30/4/1997.

Under the present Call for application, "scholarships linked to specific topics" means scholarships financed within the framework of specific programmes, projects or agreements with third parties, which require to carry out specific research projects. The latter – where relevant - are explicitly indicated in each PhD Programme Table.

Due to their specific nature, the above positions are not awarded on the basis of the regular final ranking list; they rather require further evaluation.

Applicants can express an interest in competing for one or more positions linked to specific topics following the indications provided for in the PhD Programme Tables.

Taking into account the preferences expressed by the applicants and with due consideration of the applicants' skills and expertise, the Admission Board will establish if the applicants can be considered eligible for the allocation of the scholarships linked to specific topics. In this event, the Admission Board may include further experts taking part in the Board for the sole purpose of expressing an opinion on the suitability of the applicants competing for positions linked to specific topics.

The yearly gross amount of the scholarships is € 15.343,28, as defined by the Ministerial Decree n. 40 of the 25/01/2018. Social-security contributions are deducted monthly from the gross scholarship by the University on behalf of the PhD candidates. Scholarships are paid to PhD candidates on a monthly basis, in arrears (payment is completed not earlier than the 25<sup>th</sup> day of the month).

The yearly gross amount of the scholarships awarded within the framework of the PhD Programme in "Data Science and Computation" and "Health and technology" is € 19.367 (gross amount including the taxes incurred by the receiver).

The payment of the scholarship is conditional upon the completion of the enrollment procedure referred to in art. 7 of the present Call. For non-EU citizens, this shall include the submission of the copy of a valid permit of stay or the receipt of the request for the permit of stay.

The payment of the scholarship shall be performed after the PhD candidate has duly communicated his/her IBAN code or the IBAN code of a bank account of which s/he is co-holder.

The scholarships are subject to the payment of the INPS social security contribution (Gestione separata INPS) according to the relevant legislation into force. Such a contribution is paid as follows: two-thirds to be paid by the University and one-third to be paid by the scholarship holder. PhD candidates enjoy the related rights and safeguards.



Should the agreements with third parties aimed at financing PhD positions with scholarship not be duly completed by the 31/10/2018, the relevant positions shall not be awarded, although indicated in the PhD Programme Table.

The non-accumulation regime is governed by Art. 17 of the PhD programmes Regulation, issued by Rector's Decree No. 1468/2016 of the 05/12/2016.

#### **Art. 10 – PhD@ISA FELLOWSHIPS FOR INTERNATIONAL CANDIDATES**

When submitting their application to the PhD programme on [Studenti Online](#), non-Italian citizens residing abroad and holding a Master's degree granted by a foreign University can also apply for one of the 4 fellowships offered by the Institute of Advanced Studies (PhD@ISA).

The PhD@ISA fellowship provides free accommodation in a single studio apartment at the Residence Terzo Millennio (<http://rtmliving.com/bologna/en/>) in Bologna - Via Pietro Miliani 7/2 or in another similar residence. No financial support or subsidies other than the accommodation shall be provided.

The maximum duration of the PhD@ISA Fellowship is three years.

To participate in the PhD@ISA selection, applicants must attach to their application on [Studenti Online](#) the following documents:

- motivation letter;
- research project;
- list of scientific publications.

Unless specifically indicated in the PhD programme table, the above documents will be evaluated only for the purpose to award the PhD@ISA Fellowship.

After October 31<sup>st</sup>, 2018, the enrolled PhD candidates who have explicitly expressed their interest in participating in the competition for the PhD@ISA Fellowships will be invited by e-mail to complete the ISA evaluation process. Such an evaluation:

- shall take place in November 2018;
- shall be conducted by a Selection Committee made up by the Directors of ISA and the Collegio Superiore respectively and by members of the ISA Scientific Board. The latter shall be appointed by the Director of the Institute;
- shall be based on the evaluation of the CV and other documents submitted by the applicant and on an oral examination, which could be either in Italian or English. If conducted in Italian, the oral exam shall be further aimed at ascertaining proficiency in English. The oral examination may be carried out by audio/video teleconference via web (e.g. Skype).

At the end of the selection process, a short list of applicants shall be defined by the Committee. Only the top six applicants shall be awarded the PhD@ISA fellowship. In the event of withdrawal of successful applicants, the PhD@ISA Fellowship will be granted to other candidates, in line with the ranking list.

Successful PhD candidates will be required:

- To participate in and actively follow all cultural activities, seminars and other scientific events organised by ISA with particular regard to the Institute weekly lectures;
- To spend most of their PhD study time at the University. Periods of study at other universities or centres of research over the time span of the doctorate course must be agreed with the PhD supervisor and cannot exceed 6 months;
- To submit on a yearly basis a report summarising the scientific activities carried out together with his/her supervisor evaluation; confirmation of the fellowship for the following academic years is conditional upon the positive assessment of the above scientific activities;
- At the end of the three-year course, to hand over to the ISA library a paper copy of the PhD dissertation. The thesis must mention that the PhD programme has been completed with the support of the PHD@ISA Fellowship.

The admission of the successful PhD@ISA candidates into the residence is planned as soon as the selection procedure is completed in November 2018.

For information about the PHD@ISA Fellowships, please refer to [segreteria.isa@unibo.it](mailto:segreteria.isa@unibo.it)

Further details about the mission and activities of the Institute of Advanced Studies are available on the website <http://www.isa.unibo.it/en>.

#### **Art. 11 - ER.GO SCHOLARSHIPS**

PhD candidates without a scholarship or fellowship grants can apply for ER.GO scholarship.

The call for application for the Academic Year 2018/2019 will be published around **July 2018**.

To apply for ER.GO. Scholarships, applicants must provide regular ISEE (Equivalent Economic Situation Indicator), ISEE specific for PhD studies or ISEE Università.

For further information about ISEE, you can visit the page <http://www.integrazionemigranti.gov.it/en/latest-news/news/Pages/ISEE.aspx>

The application shall be submitted online using the [ER.GO website](#) (accessible with [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it) credentials), on the section 'domande online' - 'dottorati di ricerca'.

For information, please contact ER.GO (tel. 051 6436 788 - 759; e-mail: [dottoratibo@er-go.it](mailto:dottoratibo@er-go.it)).

#### **Art. 11 - COMPATIBILITY REGIME**

PhD candidates must attend the PhD programme for its entire legal duration, on a full-time and exclusive basis.

Compatibility regime is governed by Arts. 16 and 17 of the University PhD programmes Regulation, issued by Rector's Decree No. 1468/2016 of the 05/12/2016.

#### **Art. 12 - OWNERSHIP OF RESULTS AND CONFIDENTIALITY**

Intellectual and industrial property rights over any result achieved by the PhD candidate (e.g. software, industrial inventions - whether patentable or otherwise - know-how, models, data and data collections) are governed by the relevant national legislation into force, the University internal regulations and any other agreement signed with third Parties.

The PhD candidate, in any case, undertakes to promptly notify the PhD programme Coordinator of the achievement of any results, committing not to disclose them or use them without the prior authorisation of the University.

PhD candidates are required to sign a confidentiality agreement about any information, data and confidential documents that may come to their attention in the course of their work at and on behalf of the University.

In any case, PhD candidates enjoy the right to carry out regular publication activity foreseen within the framework of his/her training programme. The latter must be defined taking in due consideration the protection of research results regime.

#### **Art. 13 - PROCESSING OF PERSONAL DATA**

Pursuant to the Legislative Decree 196/2003 ("Protection of personal data") and the Legislative Decree 271/2009 ("Consolidating Act on Privacy and the use of IT systems"), the University shall process the applicants' personal information for selection purposes. Such data will be possibly treated, even after the completion of the PhD Programme, to pursue institutional aims or to communicate information concerning opportunities, scholarships and prizes.

Under the above legislation, by taking part in the selection process, the applicant tacitly consents the publication of his/her personal data and the scores obtained in the competition on [Studenti Online](#).

Furthermore, according to the above legislation, the applicant is made aware that other applicants will possibly access the documents submitted for selection purposes, to protecting their interests. Thus, the University has not the duty to obtain the consent of the person concerned to ensure access to documents.

#### **Art. 14 – NATIONAL LEGAL FRAMEWORK IN MATTER OF PhD STUDIES**

The PhD Programmes Regulation, issued by Rector's Decree No. 1468/2016 of the 05/12/2016, governs matters other than those covered by the present Call for applications.

By applying for the admission to PhD Programmes of the University of Bologna through the online procedure, referred to in Art. 3, applicants tacitly agree to be subject to both the rules of the present Call and the PhD programmes Regulation, issued by Rector's Decree No. 1468/2016 of the 05/12/2016.

Officer responsible for the present administrative procedure:

Dott.ssa Verdiana Bandini – Research and Third Mission Division - [udottricerca@unibo.it](mailto:udottricerca@unibo.it)