Notice of Public Exam for the admission to the doctoral research courses of the XXXV cycle.

Last date for application submission: **12 June 2019**.

**THE RECTOR**

Having taken the following into account:

- The Decree of the President of the Council of Ministers of 09.04.2001, published in the O.G. No. 172 of 26.07.2001 relating to the uniformity of payment regarding the right to university education.
- The University Student Rules and Regulations issued by the Chancellor’s Decree No. 1218 of 16.09.2014, and subsequent modifications and integrations.
- Ministerial Decree No. 40 of 25.01.2018 with which the annual amount of the grant to attend the Ph.D. courses has been established at € 15,343.28 gross, including social security expenses to be paid by the payee.
- Law No. 240 of 30.12.2010 published in the O.G. No. 10 of 14.01.2011 containing rules and regulations concerning the organisation of universities, academic personnel and employment, as well as Government Power of Attorney to boost the quality and efficacy of the university system.
Article 1 – Implementation

1. There is a public exam for the admission to the three year Ph.D. course in Philosophy – XXXV Cycle – FINO Consortium – as per Appendix A, with administrative seat at the University of Genoa.
2. The public exam shall proceed on the basis of qualifications/publications and an interview;
3. According to the present notice, by qualifications/publications we hereby imply the information contained in the application and in the curriculum vitae, reference letters, research projects, other qualifications mentioned under paragraph 2, letter d), and paragraphs 3 and 5 of art. 3 of this public notice.
4. The following information for each course is specified in Appendix A:
   - the Coordinator of the course;
   - the Department or any relevant coordinating body for research;
   - the number of places and grants, specifying the amount and the backers;
   - the names of partners, in the case of doctoral courses set up in partnership with other Universities and/or public and private bodies with the requirements of high cultural and scientific qualifications;
   - the awarding of dual and/or joint certification, in the case of doctoral courses in association or partnership with other Universities;
   - the information concerning the timetable, the contents and the testing procedures and the research themes for each course or course curriculum.
5. The number of grants may be increased on the basis of special agreements with public and private bodies, to be defined before the expiry date of this public notice.
6. The increase in the number of grants can determine an increase in the number of possible Doctoral candidates.
7. Should the Ministry withdraw accreditation or not authorize it for one or more courses based on the procedures laid out by Ministerial Decree N. 45 of 08.02.2013, the implementation of the courses involved will be immediately suspended;
8. The information, relative to the courses activated, concerning the possible increase of the number of grants/places according to the previous paragraphs 5 and 6, as well as the timetable of the tests published in Appendix A of this notice of public exam, may be updated/amended on the university internet site at http://www.studenti.unige.it/postlaurea/dottorati/ up to 15 days before the beginning of the tests.
Article 2 – Admission Requirements

1. Candidates who – within the expiry date of this public notice – hold a degree which has been conferred according to the rules and regulations in force prior to the reform of didactic freedom in universities, or a specialist/II level degree or an equivalent foreign academic qualification, may apply for the selection procedure without age or citizenship limitations. Candidates who obtain their degree after the expiry date of this notice shall be conditionally admitted as long as they receive their degree within the final date of 31 October 2019.

2. In the case of a degree obtained abroad and judged suitable, if the qualification has not yet been deemed equivalent, the candidate shall require that this recognition be granted for public exam purposes only. In such cases candidates shall also enclose the following documents:

A) IF THE TITLE IS ISSUED BY A NON-EU COUNTRY:
   a) a translation of the academic qualifications duly notarized by the Italian diplomatic or consular office of the country in which the qualifications were achieved;
   b) a “Dichiarazione di Valore” (Declaration of Value) of the qualifications drawn up by the same consular body.

B) IF THE TITLE IS ISSUED BY AN EU COUNTRY:
   • The above mentioned documents of points a) and b) can be replaced by the Diploma Supplement, issued by the University that released the title, according to the standards established by the European Union and UNESCO/CEPES.

3. The decree of equivalence shall be accepted solely for admission to the public exam and to enrol on the course.

4. If the Italian diplomatic or consular office does not provide the documentation in time to apply, one should enclose all the documentation available.

The consequent decree of equivalence shall be accepted on condition that the legal translation and the “Dichiarazione di Valore” (Declaration of Value) be presented within the deadline for enrolment on the courses for the candidates who have been admitted.

5. The issuing of the above-mentioned documentation and of a residence permit to participate in the tests and to attend the course to foreign nationals is regulated by the Ministry for Education, Universities and Research, “Procedures for the entry, residence permit, enrolment of foreign/international students to the courses of higher education in Italy for the academic year 2019-2020”, available at the following address [http://www.studiare-in-italia.it/studentistranieri](http://www.studiare-in-italia.it/studentistranieri/)

Article 3 – Application

1. Applications for the selection procedure shall be submitted by means of the online procedure available at the address [http://servizionline.unige.it/studenti/post-laurea/dottorato](http://servizionline.unige.it/studenti/post-laurea/dottorato), by 12 noon (Italian time) of 12 June 2019 (the expiry date of the public notice). The application date of submission is certified by the electronic system which, at the expiry of the deadline, will no longer allow access and the sending of the application.

2. Applications shall report (self-certification) – under the candidates’ responsibility and at the risk of exclusion from the public exam – the following information:
   a) the applicant’s full name, tax code, date and place of birth, place of residence, contact telephone number and postal address chosen for the purposes of this selection. Foreign nationals should supply an address in Italy, otherwise that of their Embassy in Italy as the agreed place of domicile. Tax codes can be omitted by foreign applicants if unavailable, though this should be clearly stated;
   b) the title of the Ph.D. course, and, if required, the curriculum and the research theme the candidate is applying for. The candidate may present his/her application for admission to no more than one curriculum of the same course. Applications submitted after 12 noon of 12 June 2019 shall not be taken into consideration.
   c) the applicant’s citizenship;
   d) the type and name of degree held, date, grade and name of the awarding University or the equivalent qualification granted by a foreign University, as well as the documentation in which its equivalence has been granted or the request for equivalence issued for admission purposes only as per art. 2. Should the candidate graduate after the expiry date for admission to the public exam selection procedure, as long as he/she holds a degree within and not later than 31 October 2019, s/he shall be conditionally admitted and shall, at the risk of exclusion, complete the application by means of self-certification of the degree awarded to be presented to the Servizio Alta Formazione, by fax to the following number +39 – 010/2099539 enclosing a copy of a valid document of identity, within and not later than 31 October 2019.
4. The following documents should also be attached by means of the on-line procedure:
   a) a valid identity document, possibly a passport for the non-EU students;
   b) the candidates’ curriculum vitae et studiorum. The aforesaid curriculum may include all the information relevant to the
      subject themes of the doctoral course the candidate is applying for. This information, for example, may concern:
      previous research and/or work experience, any other qualifications (study qualifications included), certifications,
      publications, patents, etc.;
   c) a research project concerning research themes of the doctoral course as specified in Appendix A (3000 words
      maximum in addition to the bibliographic references);
   d) a document containing the title and a brief description (500 words), of their dissertation, as well as a list of the
      examinations, the marks and, if possible, a brief description of the relative syllabuses;
   e) an extract of the master thesis of no more than 3000 words, in addition to the bibliographic references;
   f) any other qualifications/publications relative to the research themes dealt with in the course, each one not more than 10
      pages long;
   g) only for those candidates who are applying as ‘grant holders from a foreign country’ or ‘grant holder from a specific
      International Mobility Programme’: documentation confirming the grant;
   h) the receipt of payment of the 50,00€ as a contribution to the costs for the selection tests;
      All attached documents must be in PDF format.
5. The documents as per the previous paragraph 5 may be either in Italian or English. Please refer to Appendix A for
   information on the submission of documents in other languages.
6. Pursuant to the Decree of the President of the Republic of the 28 December 2000, No. 445, the statements in the
   applications will be signed in the document as per paragraph 3, point g) and shall also have the status of self-certification; in
   the case of false documents and false statements penal sanctions foreseen by art. 76 of the above-mentioned decree
   455/2000 shall be applied. Should the rules and regulations concerning substitute statements (D.P.R. n. 445/2000 and
   subsequent modifications and integrations), not be applicable, candidates are however responsible (from a civil,
   administrative and penal point of view) for their statements.
   This Administration reserves the right to ascertain the truthfulness of such statements as governed by laws in force.
   Candidates who make false statements shall automatically be excluded from enrolment and any grants awarded shall be
   retroactively withdrawn. Further administrative and/or penal sanctions foreseen by the laws and legislation in force may
   also be applied.
7. The University Administration cannot be held responsible for documentation which goes astray due to mistaken
   indications of residence and postal address given by candidates and / or due to the fact that candidates have not
   communicated any changes or have communicated them too late. Furthermore, this office cannot be held responsible for
   any mistakes in postal or telegraphic delivery.
8. The University reserves the right to enforce, even after the public exam is over, sanctions which exclude
   candidates who have failed to comply with or meet up to requirements herein established.

Article 4 – Admission Procedures

1. Selective assessment for admission to the research doctoral courses is mainly concerned with establishing the candidates’
   aptitude for scientific research and is carried out by each Commission in the following manner: qualifications/publications
   and an interview.
   The Commission shall previously establish the comparative assessment of the titles with the following criteria:
and shall establish a ranking of the candidates admitted to the interview, which will be posted before the interview at the referred Department and at the following webpage: www.fino.unige.it within 05.07.2019.

The pass mark to be admitted to the oral test is at least 40/60.

The interview, which may occur in Italian or English will include the illustration of the research activities the candidate is interested in also on the basis of previous activities stated in his/her curriculum vitae et studiorum. The pass mark for the oral test is at least 40/60.

During the interview the candidate shall also prove his/her proficiency in the English language;

2. Should candidates obtain equal marks, grants shall be awarded on the basis of their income, as per the Decree of the President of the Council of Ministers 9 April 2001, whereas, for places without a grant, priority shall be given to the youngest candidate

### Article 5 – Examining Commissions and their Functions

1. The Chancellor, at the request of the Teaching Body, appoints, by means of a decree, the commissions charged with the task of carrying out the selective assessment of the candidates. The commissions are made up of at least 3 university professors for each course; they may be integrated by not more than 2 experts, who may also be foreign nationals, from public and private research institutions and structures.

2. Each examining commission shall establish the assessment criteria before viewing the applications and documentation submitted by the candidates.

3. At the close of each selection interviewing session the examining commission will draw up a list of the names of the candidates examined and their respective marks. The list, after having been undersigned by the President and Secretary of the commission, shall be posted the same day on the department notice-board, or that of another facility, where the exam took place.

4. Once the public exam tests have all been completed, the commission shall draw up the general list of successful candidates based on the sum of the marks achieved by each candidate in the single tests.

5. The final lists shall be announced on 09 August 2019, and will appear solely on:
   - the noticeboard of the relevant research Departments/specific areas for the research courses;
   - the noticeboard of the University;
   - on the Internet sites;
   - No information whatsoever shall be posted to candidates’ domicile.

### Article 6 – Admission to the Courses

1. Candidates are admitted to the courses according to the order in which they appear on the final list until all available places have been assigned.

2. Research grant holders adequately positioned on the final classification list shall be admitted to the courses without being entitled to a grant. They shall nevertheless maintain their research grant.

3. State employees admitted to the doctoral courses during the regular length of time for the course benefit from the leave provided for by collective bargaining or, for civil servants, special leave of absence for study purposes, compatibly with the needs of the administration they belong to, according to art. 2 of Law No. 476 of 13.08.1984, and subsequent modifications, with or without allowance and excluding an explicit waiver, only if they have enrolled for the first time in a doctoral course, whatever the specific field.

### Article 7 – Grants

1. Grants are assigned according to the order of the final classification list.

2. In the case of equal grades, the evaluation of candidates’ incomes prevails for the assignation of grants, as per D.P.C.M. 9 April 2001.

3. However, candidates who have been awarded a grant for a doctoral course may not benefit from it twice.
4. The simultaneous use of other study grants is not allowed, except for those awarded by national or foreign institutions which integrate student research activities or training by means of trips abroad.
5. The annual gross amount including social security expenses to be paid by the recipient of each grant is indicated Appendix A.
6. The doctoral grant is paid in monthly postponed instalments, in accordance with the rules laid down by each University to which the Phd course is related, it lasts one year and is renewed following the positive evaluation of the teaching body showing that the candidate carried out the research activities in a regular and fruitful way during the previous year.
7. The amount of the doctoral grant shall be increased by 50% for an overall period of not more than 18 months, if the graduate student is authorized to by the teaching body to carry out research abroad.
8. Each graduate student will have, besides the grant, a budget for research activities in Italy and abroad which will not be less than 10% of the grant, in accordance with the rules laid down by each University member of the consortium. If the graduate student does not receive positive evaluation for the renewal of the grant, or forfeits it, the amount not used is available to the University for the same purposes.
9. The grants of the doctoral research courses are subject to the payment of INPS (National Social Insurance Agency) contributions for separate management according to Law No. 335 of 8 August 1995, art. 2, paragraph 26, and subsequent modifications, two thirds charged to the administration and one third to the grant holder. Graduate students benefit from all the associated rights and protection.
10. The grant of the doctoral research courses is exempt from local taxes on incomes and personal incomes IRPEF. Study grants enjoy fiscal concessions referred to in art. 4 of Law No. 476 of 13.08.1984.

Article 8 – Schedule and contents of the application
1. Candidates who have been admitted to the doctoral courses shall submit their enrolment applications by means of the relevant online procedure (https://servizionline.unige.it/studenti/post-laurea/confermaPL) according to the following deadlines:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>Within 9 August</td>
<td>publication of final lists</td>
</tr>
<tr>
<td>Monday 2 September</td>
<td>opening of enrolments for candidates who have been assigned a grant</td>
</tr>
<tr>
<td>Monday 10 September</td>
<td>last enrolment date for candidates who have been assigned a grant</td>
</tr>
<tr>
<td>Tuesday 10 September</td>
<td>publication of the list of names, for places with remaining grants still available for the scroll of the ranking list, on the website: <a href="https://unige.it/usg/it/dottorati-di-ricerca">https://unige.it/usg/it/dottorati-di-ricerca</a></td>
</tr>
<tr>
<td>Monday 16 September</td>
<td>last date for the enrolment of candidates who have been assigned a grant according to the publication of 10/9/2019</td>
</tr>
<tr>
<td>Tuesday 17 September</td>
<td>publication of the list of names, for places with remaining grants still available for the scroll of the ranking list, on the website: <a href="https://unige.it/usg/it/dottorati-di-ricerca">https://unige.it/usg/it/dottorati-di-ricerca</a></td>
</tr>
<tr>
<td>Monday 23 September</td>
<td>last date for the enrolment of candidates who have been assigned a grant according to the publication of 17/9/2019</td>
</tr>
<tr>
<td>Tuesday 24 September</td>
<td>publication of the list of names, for places with remaining grants still available for the scroll of the ranking list, on the website: <a href="https://unige.it/usg/it/dottorati-di-ricerca">https://unige.it/usg/it/dottorati-di-ricerca</a></td>
</tr>
<tr>
<td>Monday 30 September</td>
<td>last date for the enrolment of candidates who have been assigned a grant according to the publication of 24/9/2019</td>
</tr>
<tr>
<td>Tuesday 1 October</td>
<td>publication of the list of names, for places with remaining grants still available for the scroll of the ranking list, on the website: <a href="https://unige.it/usg/it/dottorati-di-ricerca">https://unige.it/usg/it/dottorati-di-ricerca</a></td>
</tr>
<tr>
<td>Tuesday 1 October</td>
<td>publication of the list of names for places without grants on the website: <a href="https://unige.it/usg/it/dottorati-di-ricerca">https://unige.it/usg/it/dottorati-di-ricerca</a></td>
</tr>
<tr>
<td>Monday 7 October</td>
<td>last date for the enrolment of candidates who have been assigned a grant according to the publication of 01/10/2019 and of candidates without grants published 01/10/2019</td>
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</table>

The timing of any other repechages for places with and without grants will be published on the website page https://unige.it/usg/it/dottorati-di-ricerca
The above-mentioned dates are binding under penalty of expiration.

If applications are not sent in within these dates, it will be considered as a withdrawal from the place with or without a grant. Even candidates who have not yet graduated must respect the aforementioned deadlines, besides having to send the required self-certification by the 31/10/2019.

**Article 9 – Withdrawals and Prohibitions**

1. Enrolment on another course which assigns an academic qualification, even from other Universities, is not allowed.
2. Doctoral students with grants who drop out of the course during the year have the right to keep the portion of the grant which corresponds to the period of activity, if and only if the Teaching Body states that the students’ activities up to that moment were regular and fruitful.
3. Candidates who are found to have made false statements shall be excluded from the course. Criminal punitive measures for the issuing of false documentation and untruthful statements may also be applied.

**Article 10 – Access and Attendance Fees**

1. All graduate students must pay the following amounts:
   a) a stamp worth € 16.00 (to be carried out exclusively by means of the on-line services at the following address: https://servizionline.unige.it/studenti/unigepay20/);
   b) the regional right-to-education as per Regional Law 27.06.2012, No 22, when enrolling. The amount of university contributions for the University of Genoa is established by the Regione Liguria on the basis of a regional law of 27 June 2012 n. 22;
   c) if payments are not carried out according to the above-mentioned terms, interest shall be paid on arrears.

**Article 11 – Organisation of the Courses**

1. The course starts officially on 1st of November 2019, they lasts three years and they formally begin on 1st November 2019, ending on 31/10/2022.
2. Admission to the doctoral course involves an exclusive and full time commitment, without prejudice to the possibility of a specific discipline in accordance with the provisions of art. 6 paragraph 4.
3. With the approval of the Teaching Body, doctoral students may take part in research activities carried out by the University provided they are in line with their academic studies.
4. Regardless of the subject theme chosen by the candidate as per the aforementioned art. 3, paragraph 5, letter c), during the course the doctoral student shall carry out the research assigned to him/her by the Teaching Body.
5. The council will assign a supervisor to every PhD student, which will be allowed to spend most of his/her doctoral activity at the referred seat of the supervisor (named head office).
6. Doctoral students, as an integral part of their educational process may, subject to the Teaching Body’s permission and without any increase to the grant, undertake support teaching in degree courses and II level degree courses, as well as supplementary teaching, as long as it is well within the maximum limit of forty hours for each academic year. Medical doctoral students may take part in clinical-healthcare activities. Once the third year of the doctoral course is over, this limit is revoked.
7. Doctoral students may take leave of absence from the course in the following cases which shall be fully and duly certified: maternity, paternity, illness, postgraduate Master degree and training courses for obtaining the specialisation for the support of students with disability in the University of Genoa. Absences may be made up at the end of the course. Should this prove unfeasible, graduate students shall sit the final doctorate examinations with the graduate students of the following Ph.D. cycle. Should the course interruption last more than 30 days, grants shall be immediately withdrawn.
8. At the end of each year, doctoral students shall present the Teaching Body with a detailed written account of the activities carried out. The Teaching Body may ask for the account to be discussed according to procedures it has established. Then the Teaching Body, after conferring with the tutor, shall decide on admitting the doctoral student to the following year or to the final exam; should a student’s performance be insufficient, they shall ask the Rector to order the exclusion of the doctoral student from the course.
9. Before the beginning of each course year, within the 31 October of each year, the doctoral students, who have been successfully admitted as per the above paragraph, shall apply for enrolment for the following year. Students shall also – if required – pay the first instalment and the regional tax as per art. 10, in the amounts established yearly.
10. For what is not concerned in the present public notice, the University and the Phd’s regulations in force at the University of Genoa and the operating rules of the Phd in Philosophy of the FINO consortium will be applied.

**Article 12 – Conferment of Qualification**

1. The qualification of “Dottore di ricerca” (Philosophy Doctor), abbreviated: “Dott.Ric” i.e. “Ph.D.”, is awarded once the course is over following a public discussion of a research dissertation which will contribute to the improvement of knowledge or methodologies in the chosen field of research.
At the end of the discussion, the dissertation, with a joint written motivated decision of the examining commission, is either approved or rejected. The examining commission, with unanimous vote, may assign first class honours for outstanding scientific results.

2. The title will be jointly awarded by the Universities members of the FINO consortium.

**Art. 13 – Personal Data Protection**

1. The personal data supplied by candidates will be collected by the University of Genoa, Area Didattica e Internazionalizzazione – Servizio segreterie studenti - Settore Dottorato di Ricerca and used for selection and career procedures of the graduate students as per UE Regulations 2016/679 (GDPR – General Data Protection Regulation) and Legislative Decree 30/6/2003, n. 196 (General data Protection Regulation), in so far this is compatible.

**Article 14 – Availability and Information**

1. This notice of public exam is available on the website of the University of Genoa at the following address [http://www.studenti.unige.it/postlaurea/dottorati/](http://www.studenti.unige.it/postlaurea/dottorati/). Further information may be obtained directly from the Area Didattica e Internazionalizzazione – Servizio segreterie studenti - Settore Dottorato di Ricerca ai seguenti recapiti:
   - e-mail: dottorato@segreterie.unige.it
   - call center: 010 2095795 monday, wednesday, thursday, friday from 09:00 a.m. to 12:00 a.m. and tuesday from 09:00 a.m. to 11:00 a.m. and from 2:30 p.m. to 4:00 a.m.

Signed by THE RECTOR

Prof. Paolo Comanducci