



UNIVERSITÀ DEGLI STUDI DI TRIESTE

Area dei Servizi Istituzionali
Settore Servizi agli studenti e alla didattica
Ufficio Dottorati di ricerca

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ADMISSION ANNOUNCEMENT

PhD COURSES - 33rd cycle (academic year 2017/2018)

Issued with Rector's decree no. 307/2017 Prot. 17137 of 18th May 2017
(published on the Official Notice Board – *A/bo* no. 322/2017 Prot. 17144)
APPLICATION DEADLINE: 19th June 2017 - 1:00 p.m. (Italian time)

The Admission Announcement is available on the following link:

<http://www2.units.it/dott/en/?file=DottBandi.inc>

Art. 1 – PhD OFFER

The Università degli Studi di Trieste, hereinafter University of Trieste, subject to approval by ANVUR determining whether the quality criteria for governmental accreditation are met (as of DM no. 45 of 8th February 2013), will run the following PhD Courses for the academic year 2017/2018 (XXXIII cycle):

- **Environmental Life Sciences** (attachment 1)
- **Molecular Biomedicine** (attachment 2)
- **Chemistry** (attachment 3)
- **Physics** (attachment 4)
- **Civil - Environmental Engineering and Architecture** (attachment 5)
- **Industrial and Information Engineering** (attachment 6)
- **Nanotechnology** (attachment 7)
- **Neural and Cognitive Sciences** (attachment 8)
- **Reproduction and Developmental Sciences** (attachment 9)
- **Earth Science, Fluid-dynamics and Mathematics. Interactions and methods** (attachment 10)
- **History of Societies, Institutions and Thought. From Medieval to Contemporary History** (attachment 11)

Courses with less than four PhD students enrolled will be cancelled.

Courses will begin as of 1st November 2017, with the start of the academic year.

Terms and conditions for admission are detailed in the attached files which form an integral part of this Admission Announcement. In particular, for each PhD Programme are given two attachments, namely "Overview" and "Admission", which provide a description of the course, as well as information on the curricula, where applicable, the research areas, the places available, additional admission requirements which may differ from the general ones listed under art. 2, and the examination calendar.

You may find that some places are reserved for candidates who have been awarded a degree by a foreign university (code R/1) or for candidates with a scholarship granted by a foreign country (code R/2), or else for candidates joining programmes of

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international mobility (code. R/3). In such cases, admission procedures and times may vary and a separate merit list may be published.

Additional scholarships or other grants, which may become available after the publication of this Admission Announcement, will be published in the above-mentioned attachments. The deadline for the submission of applications remains unchanged.

For any issue not expressly regulated by this Admission Announcement, the general provisions in force and the Regulations on Research Doctorates of the University of Trieste shall apply.

Art. 2 – ADMISSION REQUIREMENTS

PhD applicants must hold one of the following qualifications:

1. an Italian degree known as “Laurea specialistica/magistrale” or a degree awarded prior to approval of Ministerial Decree D.M. no. 509 of 3rd November 1999, as amended by D.M. no. 270 of 22nd October 2004 - **awarded by 31st October 2017**;
2. a foreign academic qualification - unless recognized as fully equivalent to an Italian degree - which is comparable for its duration, level and academic field to the Italian degree granting access to the PhD Course, and **awarded by 30th September 2017** (see art. 4.2).

Some PhD courses may require specific degree qualifications. For more information please refer to the relevant “Admission” sheet.

Applicants for the scholarships co-funded by the European Social Fund through the Region Friuli Venezia Giulia (cf art. 3 below) must comply with further specific requirements.

Art. 3 – SCHOLARSHIPS CO-FUNDED BY THE EUROPEAN SOCIAL FUND



REGIONE AUTONOMA
FRIULI VENEZIA GIULIA



3.1 – general information

The Region Friuli Venezia Giulia targets resources of the European Social Fund (ESF), Operational Programme 2014/2020, Axis 3 Education and Training (see notice attached to the Decree no. 282/LAVFORU of 1st Feb. 2016), to foster higher education by supporting PhD courses and enhancing internationalization with particular reference to the EUSALP and EUSAIR-related areas.

This programme is consistent with the Smart Specialization Strategy (S3) and covers several academic years.

The University of Trieste accordingly implements two PhD-related operations, whose project proposals were approved by Regional Decree no. 2242/LAVFORU of 11 April 2016:

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a) ESF– S3 Operation: scholarships in Friuli Venezia Giulia

The Operation ESF– S3 aims to develop the connections between the public research system and the economic, productive and social environment, and mainly focuses on:

- a) strengthening the regional scientific system and improving its international attractiveness;
- b) enhancing the relations between the university and research institutions and the economic, productive and social environment;
- c) improving the employment opportunities of target students through their inclusion in scientific projects since the very beginning of their PhD programme.

The Operation ESF – S3 funds scholarships for research projects to be developed mainly in the territory of Friuli Venezia Giulia.

Each research project shall be carried out either at the Departments of the University of Trieste or at public / private partner institutions / participating agencies (i.e. research, arts, and cultural institutions, as well as museums or conservatories of music) located in the territory of Friuli Venezia Giulia, with the exception of a maximum of 5 months over 3 years to be spent abroad for scientific purposes. Please refer to art. 8 below for information concerning scholarship increase.

The projects funded by this Operation must be consistent with the areas covered by the Smart Specialization Strategy in Friuli Venezia Giulia (cf: <http://www.regione.fvg.it/rafvfg/cms/RAFVG/fondi-europei-fvg-internazionale/Strategia-specializzazione-intelligente/articolo.html#id2> - in Italian only) and its development trajectories.

b) ESF – EUSAIR/EUSALP Operation: scholarships including compulsory stays abroad

The Operation ESF – EUSAIR/EUSALP aims to:

- a) foster the relations between the universities and research institutions of the Region Friuli Venezia Giulia, and the universities, research institutions, business organizations and public administrations of the EUSALP (<http://www.alpine-region.eu/>) and EUSAIR (<http://www.adriatic-ionic.eu/>) -related areas;
- b) improve the employment opportunities of target students through their inclusion in scientific and technical projects since the very beginning of their PhD training;
- c) support research-oriented education.

Recipients of scholarships granted under this Operation must spend one third of the project duration abroad at one or more university/ies and/or research institutions and/or business organizations and/or public administrations of countries involved in the areas of the EUSALP and EUSAIR macrostrategies.

Except for the compulsory period abroad, each research project shall be carried out either at the Departments of the University of Trieste or at public / private partner institutions / participating agencies (i.e. research, arts, and cultural institutions, as well

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as museums or conservatories of music) located in the territory of Friuli Venezia Giulia. Please refer to art. 8 below for information concerning scholarship increase.

3.2 – requirements

Candidates who apply for ESF-funded scholarships must meet all the requirements as per art. 2 and must also be resident or domiciled in the Region Friuli Venezia Giulia at the time of the doctorate/ project start (enrolment date), failing which they will lose their eligibility and prerogatives.

Candidates must submit - along with the online application - a research project, which must be completed within the date indicated in the contract, and in compliance with the three-year duration of the PhD programme. Candidates must use only the form available at <http://www2.units.it/dott/en/?file=DottBandi.inc> and complete it with all the required information. Failing to do so, they will be excluded from the ESF selection.

The research project submitted for the ESF–S3 Operation will be assessed with reference to the following criteria:

- its value in relation to the set objectives;
- its consistency with the areas of the Smart Specialization Strategy of the Region Friuli Venezia Giulia (S3) and its development trajectories;
- its quality, with special focus on the methodology adopted, the scheduling of the objectives and a rough plan of the activities.

The research project submitted for the ESF – EUSAIR/EUSALP Operation will be assessed with reference to the following criteria:

- its value in relation to the set objectives;
- its consistency with the EUSAIR/EUSALP areas;
- its quality, with special focus on the methodology adopted, the scheduling of the objectives and a rough plan of the activities.

Scholarships will be allocated in line with the criteria as per art. 8.2.

A research project assessed as unsuitable for scholarships co-funded by the European Social Fund may still be evaluated eligible for other available places at the discretion of the Examining Board.

If the PhD Course requires the submission of a project, either as a qualifying or a scoring criterion, the Examining Board may decide to grant the ESF scholarship to an eligible candidate, even if s/he has not applied for such scholarship.

3.3 – duties of scholarship recipients

Recipients must comply with the duties given below (see also art. 13.2):

- a)** follow the activity plan and scheduling of the objectives, as indicated in the research project;
- b)** in particular:
 - ESF – S3 scholarships: each research project shall be carried out either at the Departments of the University of Trieste or at partner institutions/ participating agencies (i.e. research, arts and cultural institutions, as well as museums or conservatories of music) located in the territory of Friuli Venezia Giulia, except for a

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period of 5 months at the most – in 3 years - to be spent abroad for scientific purposes;

- ESF – EUSAIR/EUSALP scholarships: recipients of scholarships granted under this Operation must spend one third of the project duration abroad at one or more universities and/or research institutions, business organizations, public administrations, located in countries included in the EUSALP and EUSAIR areas. Except for the compulsory period abroad, the research project shall be carried out either at the Departments of the University of Trieste or at partner institutions/participating agencies (i.e. research, arts and cultural institutions, as well as museums or conservatories of music) located in the territory of Friuli Venezia Giulia;

- c) comply with the ethical and behavioural rules of the institutions;
- d) submit a quarterly report on the progress of the activities, signed by the PhD student and to be approved by the scientific tutor and – when applicable - by the tutor of the partner institution;
- e) submit a yearly analytic report, signed by the PhD student and to be approved by the scientific tutor;
- f) submit the final project report, signed by the PhD student and by the scientific tutor. The final report shall prove that the project objectives have been achieved and shall highlight any changes that may have been made to the project work, not affecting, however, its successful completion;
- g) submit the record of the activities carried out abroad, to be approved by the foreign scientific supervisor.

3.4 – early project termination

Termination of the project before completion is possible – with no obligation to return the scholarship instalments received - when one the following conditions applies:

- a) permanent health issues of the PhD student preventing continuation of the project, to be certified by a public healthcare provider;
- b) serious reasons preventing the research activity - to be properly documented;
- c) employment of the PhD student, to be certified by the employer with a written statement or a copy of the relevant contract, including term contracts and research grants. Students must also enclose proof of regular performance of the activities.

The above-mentioned certificates must be submitted by the PhD student along with a written notice of withdrawal from the project and a report on the activities performed.

Premature termination of the project for reasons other than those given above shall result in the interruption of the ESF scholarship and the obligation for the PhD student to repay any funds received until then.

If recipients fails to fulfil their duties and/or achieve their yearly or final objectives, and therefore fail to complete their project, must repay the ESF scholarship awarded up to that point entirely.

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3.5 – leaves of absence

Suspension of the project and payment of the scholarship can be granted only in the event of:

- a) serious illness
- b) maternity leave
- c) parental leave
- d) serious family problems.

In such circumstances, scholarship holders need to submit a substantiated application. The project shall be resumed at the end of the leave and shall be completed by 30th April 2022 at the latest.

3.6 – project results

University rules and relevant laws apply to the handling of project results and patenting. ESF grant holders shall give wide dissemination of their project outcomes and make explicit reference to the funder's financial support, i.e. the European Social Fund - Operational Programme 2014/2020 of the Region Friuli Venezia Giulia.

Art. 4 - DEGREES AWARDED BY FOREIGN UNIVERSITIES

4.1 – general information

Eligibility of the candidate based on academic qualification - for the sole purposes of enrolment on the PhD Programme - is assessed by the Examining Board, in compliance with the relevant laws in force in Italy and in the awarding country, as well as with international treaties or agreements on the recognition of foreign qualifications.

Applicants must have gained their foreign qualification **by the 30th September 2017**, in order to allow accurate assessment of the degrees.

The application process is online only. Candidates therefore need to upload the required documents.

Upon enrolment, candidates will need to submit the paper copies – duly certified - of the scanned items.

The Examining Board may require that the candidates provide further evidence, should it be necessary for the assessment of qualifications.

4.2 – documents required for admission

For the purpose of admission, it is required to upload a copy of the original academic qualification, along with a transcript of records certifying academic performance and the date of graduation. If the candidate has obtained first-level and second level qualifications, e.g. Bachelor's and Master's, certificates of both degrees must be uploaded. If the diploma is not available at this stage, a transcript of records certifying examinations and the name of the qualification (awarded or to be awarded) shall suffice. In the event that the degree is awarded after 19th June 2017 (closing date for applications), the degree certificate must be submitted **within 10 days of the graduation date and in any event not later than 10th October 2017**.

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Ufficio Dottorati di ricerca

If the original language of the degree certificates is other than English, a translation in English or Italian must be uploaded. At this stage, the translation may be provided by the candidates themselves, who take full responsibility for the accuracy and truthfulness of the version. Upon enrolment, however, successful candidates will need to submit official translations (sworn before a Court in Italy or certified by an Embassy/Consulate)

If the *Diploma Supplement* (DS) is delivered by the university, such document must be submitted instead of the transcript of records, provided the DS is issued according to the European standard format.

The Examining Board may exclude the candidates who fail to provide adequate documentation to assess their qualifications. Therefore, candidates are strongly encouraged to provide any other document that might be useful for consideration of their application (e.g. the so-called "dichiarazione di valore" issued by the Italian Embassy or Consulate in the awarding country, course syllabi, etc.)

Art. 5 – ADMISSION APPLICATION

5.1 – application process

The candidate must complete and submit the application by **1:00 pm** (Italian time) of **19th June 2017** through the online system:
<http://www2.units.it/immatricolazioni/dottorati/>

A tutorial describing the application process is available on the above link, and forms an integral part of this Admission Announcement.

Applications sent by email or any other means will not be processed. The online system will not allow late applications. The date and time of application is automatically certified by the system.

For each application it is required to pay a registration fee (€ 30.00) by **19th June 2017**. The fee is non-refundable, except where more than one payment has been mistakenly made for the same application.

Foreign candidates residing in countries subject to restrictions shall pay the exam registration fee before the entry examination, if the examination is to take place in person, or, in any event, before enrolment.

Candidates from Developing Countries are exempt from payment of the registration fee. The list of developing countries for the sole purpose of waiving the registration fee is available on: <http://www2.units.it/dott/files/PVS%20DevCountries.pdf>.

Candidates are strongly encouraged to complete their application and pay the admission fee well in advance of the deadline, in order to avoid any possible crashing of the IT system - and subsequent failure of the application process - due to the high number of last-minute applicants. It is the candidate's responsibility to make sure that the application process is completed. For this purpose, a receipt confirming successful completion and containing all details (documents uploaded and payment of fees) can be printed out. Processing is not guaranteed for password retrieve requests received on very short notice, close to the deadline for application.

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Applications are deemed legally valid when the attendance sheet is signed by the candidate on the day of the admission examination or, if no examination needs to be taken, when the enrolment application is submitted.

5.2 – Applicants with disabilities and learning impairments (LSD)

Candidates with a recognized disability, pursuant to art. 3.1 of law no. 104/1992 as amended by Law no. 17/99, or with a disability of at least 66%, may request special aids.

Requests must be submitted in writing at least 15 working days prior to the date of the examination, along with a copy of the certificate from the Public Medical Board (“Commissione Sanitaria” in Italy), as provided by Law 104/1992, or official acknowledgement of disability, to *Sportello Disabili* (Disability Service):

disabili@units.it - tel. +39 040 558 2570/7663 - fax + 39 040 558 3288 - website: <http://www.units.it/disabili> - location: Piazzale Europa 1, 34127 Trieste, Building A (right wing), basement floor.

Candidates with specific learning disorders (LSD), in the event of serious issues, may request special aids aimed at ensuring equal opportunities, provided they have the suitable certification as provided by law no.170/2010.

Requests must be submitted in writing at least 15 working days prior to the date of the examination to *Servizio DSA* (Learning Impairment Services):

dislessia@units.it - tel. +39 040 558 7792 - fax +39 040 558 3288 - website: <http://www.units.it/disabili> - location: Piazzale Europa 1, 34127 Trieste, Building A (right wing), basement floor.

Art. 6 – ADMISSION EXAMINATION

6.1 – terms and conditions

Terms of admission, as well as the calendar of the entry examinations, are set out in each of the “Admission” sheets of the individual PhD courses (ATTACHMENT 1, 2, etc.), which form an integral part of this Announcement, and are to be considered as official notification. Candidates will not be notified of any changes or updates that may have been made to the examinations dates, therefore it is recommended that they regularly check the calendar.

During the oral examination, knowledge of one or more languages will be tested. If indicated in the “Admission” sheet, candidates may be required to have a minimum language level, according to the Common European Framework of Reference for Languages (CEFR).

For info on CEFR tables, please link to: <http://www2.units.it/dott/files/CFER.pdf>

When sitting the examination, candidates must show a valid ID document and, on request, the printout of the admission application and proof of fee payment.

6.2 – Video conference interview

If mentioned in the relevant “Admission” sheet, interviews for admission to PhD Courses may be held by video conferencing or other suitable electronic means.

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Candidates who wish to make use of it shall upload the "Video conference interview" form, specifying the platform to be used (Skype or similar) and the account that the Examining Board shall use for the connection.

The form needs to be downloaded from <http://www2.units.it/dott/en/?file=DottBandi.inc&cod=1010>

Candidates must be reachable at the personal account indicated in the form on the day scheduled for the interview (see the calendar on the relevant Admission sheet). The Examining Board may agree with the candidate on a start time for the interview.

Before the interview starts, the candidate needs to show the same ID document s/he had attached to the online application, for identification purposes.

Failure to indicate the correct personal account or to connect online or to connect at the scheduled date and time or to show a valid ID document, shall result in the candidate's exclusion.

Candidates may however be allowed to attend the interview in person and on site, at the scheduled time, provided they bring a valid ID document.

The University of Trieste is not to be held responsible or liable for technical failures that may hinder the interview.

Should a candidate – who had not requested a video conference interview at the time of the application - not be able to attend the interview in person, due to unforeseen circumstances, s/he can request the video conferencing by sending the form to the email addresses as indicated in the "Admission" sheets up to four working days before the date of the interview.

The Examining Board will decide and inform the candidates whether their request is accepted, not later than two days before the date of the interview.

Note that requests sent to email addresses other than those indicated in the Admission sheets cannot be considered.

If no reply is received, the request shall be deemed rejected and the candidate will need to attend the interview in person and on site. Failure to do so shall result in the candidate's exclusion.

6.3 – examining boards

Examining boards are appointed by the Rector to carry out a comparative evaluation of the candidates, in compliance with art. 13 of the Regulations on Research Doctorates.

The names of the examiners will be posted on the PhD website, next to each Overview sheet.

6.4 – merit lists

On completion of the evaluation process, the Examining Boards will draw up general merit lists, which will be approved by Rector's Decree. Candidates may also be assessed on the basis of specific competencies needed for carrying out research aimed at earmarked projects.

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Neither the examiners nor the Board of the PhD course are bound by the preferences expressed by the candidates with reference to the scholarships or projects submitted on applying. The candidates will be admitted on each PhD course according to the rank order on the merit list.

Should two or more candidates obtain the same score for a non-funded place, the younger candidate shall obtain the place.

The names of the candidates, the results of the initial and/or intermediate assessments and the final merit lists will be posted on the PhD website in the relevant information sheets. Merit lists will be also published on the official *Albo* – the Official Notice Board of the University, and will be available until 31st December 2017, or else for 60 days.

Candidates will be notified of the publication on their personal account. The publication on the University Notice Board will be considered as official notification for all purposes.

Candidates who qualified for ESF scholarships will also be informed by email, within 10 days of the publication, of the following:

- a) the deadline for confirming acceptance of the scholarship;
- b) terms of acceptance of the scholarship;
- c) the deadline for signing the contract regulating commitments of the parties involved.

Art. 7 – ENROLMENT APPLICATION

7.1 - procedure

Successful candidates must submit the enrolment application and pay the first instalment of the fees **by the final deadline and according to the terms which will be posted at the bottom of the merit lists. The online publication is considered as official notification.**

Enrolment on each PhD Course is subject to the limit of places available.

Successful candidates who fail to submit their enrolment applications by the deadline shall be considered to have withdrawn and vacant places shall be made available to the next eligible candidates on the list.

After applying for enrolment, PhD students shall contact the Chairman of the Course.

No research activity can start prior to the start date of the PhD Course (for students enrolled before 31st October the official start of the academic year is 1st November) or before the enrolment process is completed, should this occur later. Payment of scholarships, where applicable, will be processed from that date onwards.

Where a PhD course does not offer any non-funded places, only candidates who will qualify for - or will not have waived – places with scholarships/research grants are entitled to enrol.

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**Area dei Servizi Istituzionali
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Ufficio Dottorati di ricerca**

7.2 – qualifications awarded abroad

In order to complete their enrolment, successful candidates who hold a foreign qualification must submit, on arrival in Italy, the supporting documentation – in the original or certified copy – which had been uploaded online for admission (see art. 4.2), bearing the legalization or Apostille stamp.

7.3 – further requirements for candidates residing abroad

In order to complete their enrolment, successful candidates from abroad must, on arrival in Italy, submit a copy of their Italian tax code and provide a domicile in Italy.

7.4 – candidates from non-EU countries

In order to complete their enrolment, successful candidates from non-EU countries need to submit their permit of stay for long-term stays or – if not issued yet – the receipt of their application for the permit.

Successful non-EU candidates who are awarded a research grant shall submit a permit of stay “for scientific research” only. For further information about research grants, see art. 9.

7.5 – reserved places

Scholars selected in the framework of international research agreements or programmes in which the University is involved either as coordinating or partner institution, may also enrol on the PhD Courses, providing that there are places reserved for them (cod. R/4) and that the research programme covers the duration of the PhD Course.

Enrolment is allowed after approval by the Academic Board of the PhD Course and after assessment of the candidate’s qualifications, which should meet the admission requirements as given in article 2.

7.6 - vacant places

Students failing to complete enrolment by the final deadline will be considered to have withdrawn. Students providing false statements lose the right to enrol on the PhD Course. Any places that may thus become vacant shall be allocated to other eligible candidates by rank order on the merit list according to the following process:

- a) after the enrolment deadline, any places/scholarships that may remain available shall be published online on the relevant “Merit list - Possible new registrants” file on the PhD site;
- b) all eligible candidates who are interested in the vacant places – regardless of their ranking in the merit list - are required to submit the form “Intention to cover vacant places”, available on <http://www2.units.it/dott/en/?file=DottBandi.inc&cod=1010> within the deadline indicated below the relevant merit list;
- c) the list of candidates who have applied for vacant places will be published on the relevant “Possible new registrants” pdf file. The places will be allocated following the rank order. For details on funded places, see art. 8;
- d) candidates entitled to vacant places shall apply for enrolment within the deadline and according to the terms indicated at the bottom of the merit list, otherwise they

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UNIVERSITÀ DEGLI STUDI DI TRIESTE

**Area dei Servizi Istituzionali
Settore Servizi agli studenti e alla didattica
Ufficio Dottorati di ricerca**

shall be excluded. The PhD office will notify the candidates of the places available and will further allocate vacant places within the limit of their number. Failure to receive such notification shall not involve the University in any liability.

Please note that:

- vacant places must be allocated as soon as possible to avoid delays in the PhD scheduling;
- candidates who qualify for the award of a non-funded place - but are still entitled to a funded place - can waive the non-funded place and apply for the vacant funded place, should this remain available;
- if the vacant places are subject-specific (codes P/0, P/1 etc.), these shall be allocated by the Academic Board by rank order and on the basis of the assessment of the Examining Board on the specific competency required.

Art. 8 – SCHOLARSHIPS

8.1 – general provisions

Scholarships are available for all candidates applying for standard places, unless otherwise stated in the “Admission” sheets of each PhD course.

Scholarships are granted annually and are renewed every year for the entire duration of the Course, as long as the PhD student has successfully completed the planned activities, as assessed by the Academic Board.

The PhD scholarship is paid in monthly installments for a total annual amount of € 13,638.47, gross of national insurance contributions to be paid by the student. The said amount may be increased by a maximum of 50% for a total period abroad that cannot exceed the maximum number of months (over three years) as indicated in the “Overview” sheets. Different conditions may apply to scholarships funded by third-party institutions. However, any scholarship increase can be granted only for uninterrupted stays abroad of at least sixty days.

Students who had already been granted a doctorate scholarship – or part of it - during their university career, cannot be awarded again.

Scholarships cannot be granted along with fellowships or other grants, except for scholarships awarded by Italian or foreign institutions for the purpose of supporting the student’s research activities abroad.

As far as incompatibility of the scholarship with work activity is concerned, see art. 13.3.

Students may waive their scholarship at any time without losing their place in the PhD Course.

The award of a scholarship confers no legal or financial rights in relation to employment.

8.2 – scholarship award

Doctoral scholarships are awarded by the PhD Academic Board to successful candidates according to their rank order, taking also into account the assessment by

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the Examining Board of the candidate's competence in the specific research subject required by the funded place. The overall aim is to allocate as many scholarships as possible in the interest of the candidates.

Scholarships co-funded by the European Social Fund are awarded by rank order, provided the research project is assessed as appropriate by the Examining Board in compliance with the criteria laid down in art. 3.2.

Should two or more candidates obtain the same score on a funded place, the candidate's family income value, known as Equivalent Economic Indicator (ISEE), shall be taken into account for scholarship/research grant allocation, and the lowest one shall prevail.

Successful candidates need to confirm acceptance of the scholarship using the appropriate form.

Any scholarships that may be offered after the publication of the Admission Announcement and/or after the selection process, shall be allocated to the successful candidates, following the criteria as given above.

Vacant scholarships cannot be offered to candidates whose competence on the research subject has been assessed as unsatisfactory by the Examining Board.

Scholarships will be paid after the start of attendance of the PhD activities. Should the PhD Course not start on the first day of the month, the first monthly installment of the scholarship will be nevertheless paid in full.

Should a student withdraw from the PhD course during the first year, s/he shall have to return the portion of the scholarship for the attendance days missed.

Students starting to attend the activities after November will have to retrieve attendance by the end of the PhD course, and the related scholarship will be paid after attendance recovery.

Art. 9 – RESEARCH GRANTS

Research grants may be offered by Doctoral Courses if advertised in the "Admission" sheets, and are awarded to successful applicants through term contracts regulating the research activity.

Research grants are regulated by the provisions of art. 22 of the Law no. 240 of 30th December 2010 and by the University Regulation issued by Rector's decree no. 653 of 24th May 2013.

For non-EU grant holders the University will sign a "Hosting Agreement" with the candidate and send it to the competent Italian Consulate that will issue an entry visa for the purpose of "scientific research". They shall sign the contract only after completion of the process for obtaining their permit of stay.

Art. 10 – EXCLUSION FROM THE MERIT LIST

All candidates are admitted to this competition subject to verification that all requirements have been met (art. 43 of D.P.R. 28th December 2000, no. 445). Therefore, the University may, at any time, exclude a candidate from the competition.

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The University shall also verify the truthfulness of self-certified statements and/or authenticity of the documents submitted by the candidates. Any false statements or documents shall be punished as violation of the Criminal Code and of the laws regulating the matter.

Under no circumstances, can candidates be admitted to the competition if one of the following occurs:

- lack of documentation as evidence of foreign credentials;
- non-compliance with the provisions of art. 6.2 on videoconferencing;
- any other non-compliance with the provisions as given in this Announcement as well as with the general rules on Doctorate courses.

Art. 11 – JOINT ATTENDANCE OF PhD COURSES AND POSTGRADUATE MEDICAL TRAINING COURSES

Joint attendance of a PhD Course and a postgraduate Medical Training Course is allowed if the following general criteria are met:

- a) the medical trainee is admitted to a PhD Course at the same University where s/he follows his/her training;
- b) the trainee is a final-year student of a Medical Training Course and is attending his first year of the PhD Course. The research activity must be compatible with the activity and work load of the Medical School, and must be approved by the Board of the School;
- c) the PhD Academic Board approves the student admission to the second year after assessment of the research activities carried out at the medical training course during joint attendance, as attested by the Board of the Medical Training School;
- d) during the joint attendance year, the trainee cannot obtain a PhD scholarship.

Art. 12 –FEES AND TAXES

Enrolled students shall pay tuition fees and the regional tax according to the terms and conditions laid down in the “Tax and fees announcement for PhD Courses” available on <http://www2.units.it/dott/en/?file=DottTasse.inc>.

Art. 13 – RIGHTS, RESPONSIBILITIES AND COMPATIBILITY

PhD students are committed to ensuring performance of their research activities on an exclusive full-time basis, with the exceptions as provided by art.11 – Joint attendance of PhD Courses and postgraduate Medical Training Courses.

13.1 - rights

PhD students can carry out their research and training activity in Italy and abroad, subject to the authorization of their supervisor and of the PhD Academic Board. During their stays in institutions other than the University of Trieste, students shall consult with their supervisor and shall be tested as required by the Academic Board.

As part of their PhD programme, students - if authorized by the Academic Board and with no increase in the scholarship amount - may tutor university students enrolled in first and second level degree courses, or carry out teaching activity (“didattica

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integrativa”) for up to forty hours in an academic year. Once the PhD Course ends and suspension periods - if any - are retrieved, the limit of forty hours no longer applies.

As from the second year, a budget is allocated to each PhD student to cover their research activities in Italy and abroad, which may vary according to the Course but can under no circumstances be lower than 10% of the amount of the scholarship, as determined by ministerial decree. The budget shall be managed by the Department where the PhD student is attending his/her course. Any expense shall be authorized by either the supervisor, if s/he is a member of the Academic Board, or by the co-supervisor.

Should any disputes arise with the Supervisor, the student can turn to the Academic Board for settling the matter. The Board may replace the supervisor by reasoned decision, after hearing the parties.

PhD students have access to all facilities, equipment and IT resources of the University which are needed to carry out their research programme.

PhD students are covered by mandatory national insurance against accidents at work, issued by I.N.A.I.L. (Italian Insurance Against Injuries and Accidents at Work) in compliance with art. 4 of decree D.P.R. no. 1124 of 30th June 1965. They are also provided with third-party liability insurance, which the University has contracted with a major insurance company. Please note that insurances only cover accidents that occur whilst carrying out the PhD activities.

Doctoral students from the Medical area can take part, on request, in clinical activities, provided they are licensed medical practitioners and are covered against professional risks.

To civil servants attending the PhD Courses apply the provisions pursuant to art. 12 par. 4 of DM 45/2013.

The University of Trieste fully supports equal opportunities for women and men.

13.2 - responsibilities

PhD students have to comply with the following duties:

- a)** attend the lectures included in the PhD programme;
- b)** carry out the research activities as determined by the Academic Board;
- c)** take any assessment tests, as required;
- d)** comply with the University's Ethical Code;
- e)** submit, either yearly or whenever requested, a report on the progress of their research work to the Academic Board.

Students who fail to comply with their duties shall be excluded from the PhD Course by reasoned decision of the Academic Board.

Any exclusion will result in the interruption of the scholarship, or the equivalent financial grant, as from the date of exclusion. The students will be notified of the decision by rectoral decree. Doctoral students who have been excluded cannot enrol again on the same Course.

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PhD students are recommended to check the Doctorates webpage regularly (<http://www2.units.it/dott/en/>) where “Notices” with general information (deadlines for enrolments to subsequent years, conferment dates, etc.) are posted. Students will be directly notified only of significant changes to their student records. Any other notifications will be sent by email to the university’s account, which is made available to PhD students after enrolment and which they are required to use for all kind of information. The only notification that will be sent to the student’s private account concerns the IT credentials for access to the UGov system through which the students will be able to deliver their publications and, if applicable, to verify the scholarship payments.

Through the ESSE3 Student Management System, enrolled students can access their academic records.

13.3 – compatibility

Enrolment on a PhD Course is incompatible with enrolment on other PhD courses at Italian and/or foreign Universities or Research institutes (with the exception of joint supervisions), or on degree courses, Italian Masters and Training Schools, with the exceptions given in art. 11.

Successful candidates may apply for a leave for the purpose of enrolment to another study course or non-medical training school before the start and for the entire duration of the PhD Course, in accordance with the Regulations of the other course.

A student is no longer enrolled on a university course only if s/he has notified in writing his/her withdrawal from the University where the course is held, or if s/he has been awarded the qualification after completion of the course.

Joint attendance of a PhD Course and another activity is permitted only with the following activities, with the approval of the Supervisor and of the Academic Board:

- practical and professional training, as long as regular and successful performance of the PhD activities is ensured, and provided there is no conflict of interest;
- tutoring and training university activity (“didattica integrativa”) for a maximum of sixty hours for each academic year (outside the PhD programme);
- paid work activities, subject to verification that they do not affect satisfactory attendance of the PhD activity.

As regards assessment of paid work activities, doctoral students not holding a scholarships shall be given special consideration in view of the right to study which needs to be guaranteed to deserving students, when adequate financial means are lacking.

With regard to students holding a scholarship, paid work must be limited to activities aimed at the acquisition of competences which are consistent with the doctoral studies (in compliance with art. 20 of the Regulations on Research Doctorates).

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Art. 14 – CONFERMENT OF PhD DEGREE

At the end of the PhD Course attendance, doctoral students shall take an examination in which they shall demonstrate the attainment of results of scientific relevance by submitting a written thesis or a graphic project.

The members of the Examining Boards – one for each PhD course - are chosen and appointed in compliance with the University's Regulations.

In order to be admitted to the final examination, candidates shall submit their doctoral thesis in electronic format by the set deadline.

Doctoral theses shall be made public in Open Access immediately after award conferment or 12 month after defense (viva) at the latest, according to the authors' requests, in compliance with the provisions of the Institutional Open Access Policy available on <http://hdl.handle.net/10077/8791>.

Terms and conditions for admission to the final examination and for the submission of theses are announced every year.

Art. 15 – ACCESS TO DOCUMENTS, PROCESSING OF DATA AND OFFICIAL IN CHARGE OF THE ADMINISTRATIVE PROCEDURE

All personal data collected for the purpose of this competition shall be processed, also electronically, in compliance with art. 13 of legislative decree D.Lgs. 196/2003. They may also be used, in aggregated form and for statistical purposes, by the Ministry of Education, University and Research (MIUR).

The provision of personal data is compulsory, as they are required for the purpose of the merit list. Failure to provide them results in the exclusion from the competition. Students may be granted access to the data they have provided as per the provisions of art. 7 of legislative decree D.Lgs. 196/2003.

Candidates may also view the documents of the selection process, in accordance with Law 241/90 and subsequent amendments, and D.P.R. 184/2006.

The University of Trieste, represented by its Rector (P.le Europa, 1 – 34127 Trieste) is entitled to process the data. The Head of the *Settore Servizi agli studenti e alla didattica* (Department of Student Services) is responsible for the processing of data.

The Head of the PhD Office is the official in charge of the administrative procedure, pursuant to Law 241/1990, as amended.

The PhD Office is responsible for the implementation of the provisions set out herein, which shall be registered in the general registry of decrees.

Any publications submitted by candidates during the admission process shall be used only for the assessment of candidates and the formation of merit lists. Foreign qualifications may be submitted to third parties for purposes of assessment or verification.

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