## UNIVERSITA' DEGLI STUDI DI PERUGIA

## Guidelines for the submission of the application for participation in the selection for admission to the PhD courses XXXVI cycle a.a. 2020/2021

### (Procedure active from 30 June 2020 until 31 July 2020 at 11:59 pm Italian time)

Connect to the link: <u>https://unipg.esse3.cineca.it/Home.do</u>

1. The procedure for submitting the application is exclusively computerized, nothing must be sent by post or by mail.

Before filling in the application, it is advisable to carefully read the call for application <u>https://www.unipg.it/didattica/dottorati-di-ricerca/bandi-avvisi-e-modulistica</u>, in particular the part relating to the PhD Course chosen for to whom it was decided to submit the application (**Appendix 1**), make sure that you meet the requisites and CHECK WHICH DOCUMENTS ARE REQUIRED TO BE ATTACHED.

- 2. ATTENTION: ALL DOCUMENTS NECESSARY FOR THE APPLICATION MUST BE UPLOADED IN PDF FORMAT AND IN SOME CASES PRINTED, SIGNED AND RECHARGED. THEREFORE IT IS RECOMMENDED TO USE A STATION EQUIPPED WITH A PRINTER AND SCANNER.
- 3. <u>As a preliminary</u>, the candidate, in order to correctly submit the application online, must PRINT, FILL IN and SIGN
  - a. **Annex A** (application);
  - b. **Annex A1** (in case you have a foreign degree for which you are requesting the procedure for the ascertainment of the equivalency);
  - c. Annex B (if used to declare titles that are to be evaluated as per art. 3 of the Call);
  - d. **Annex C** (if you wish to submit your curriculum vitae for evaluation, also in the light of the specifications of the selected PhD program)

available on the same web page where the Call for applications for the admission to the PhD programs XXXVI Cycle is published: <u>http://www.unipg.it/didattica/dottorati-di-ricerca/bandi-avvisi-e-modulistica</u>.

- 4. The aforementioned documents must be thoroughly **filled out**, following the procedure specified in art. 3 of the Call for Applications, **signed** (handwritten signature) and then **scanned in black and white, in pdf file format and with a low resolution**;
- 5. <u>In addition</u>, the following documents must also be **scanned in pdf format**, **black and white**, **low resolution**:
  - Titles/qualifications that must/can be submitted as a copy, in accordance with art. 3 of the Call, for evaluation (e.g. Degree thesis, publications, grades obtained in the individual examinations within the Degree, that has been either already awarded or is about to be awarded;
  - b. RESEARCH PROJET, if required by the selected PhD program, as per Appendix 1;
  - c. Identity document.

**Please note: all documents must be scanned in pdf format, black and white, low resolution. Each file cannot exceed 20Mb in size**; should a single scanned document exceed this limit, it must be scanned in separate files, each one not exceeding said 20Mb size limit.

- 6. To partecipate in the selective procedure payment of € 30,00, as a "contributo di partecipazione" (contribution for participation) is required, clicking on "pagopa" at the end of the admissions application procedure.
- 7. Should the candidate wish to apply for more than one doctoral program, he/she must submit a separate application for each program, as well as submit, for each application, the required documentation and provide for the payment of the participation fee, equal to Euro 30.00, for the number of PhD Courses chosen.
- 8. The path to be followed and all the steps to be carried out relating to the online application entry procedure are detailed in Appendix 2 to the Call.
- 9. COMPLETED THE PROCEDURE FOR COMPLETING AND SUBMITTING THE APPLICATION THE SYSTEM WILL GENERATE A PERSONAL IDENTIFICATION CODE (PREMATRICULAR) THAT WILL BE REPORTED IN THE ACTS CONTAINING THE RESULTS OF THE EVALUATION OF THE CANDIDATE AND THAT WILL BE ESSENTIAL TO FIND THE GRADUATION.

#### **ONLINE APPLICATION PROCEDURE FOR ADMISSION**

Connect to the link: <u>https://unipg.esse3.cineca.it/Home.do</u>

Picture 1

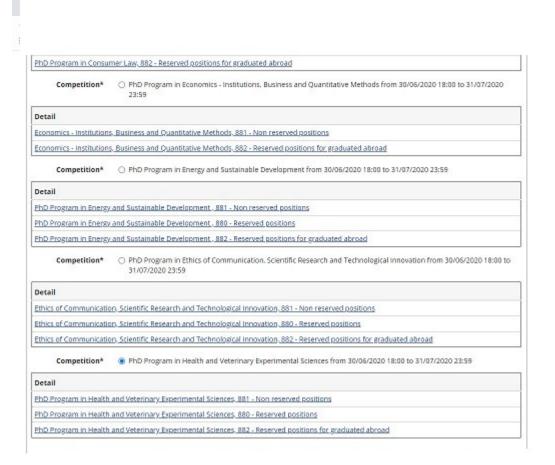
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#### Picture 3

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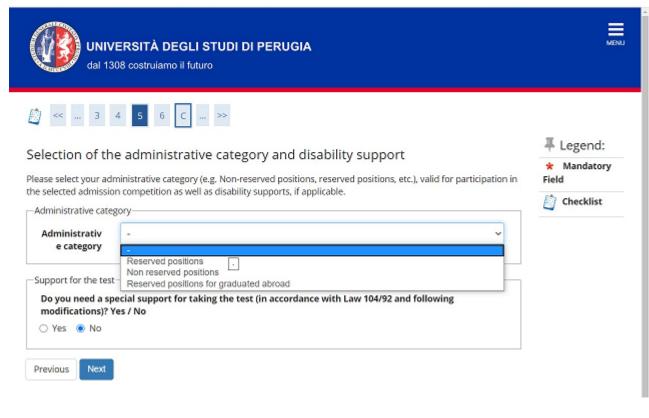
### Picture 5



#### Confirm your selection of competition

Please, verify the information and confirm the options that you've selected in the previous pages

Competition	
Course type	Ph.D. Course
Description	PhD Program in Health and Veterinary Experimental Sciences
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#### Picture 7

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#### Confirmation of registration in the competition

Please verify the information entered in the previous pages

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#### Confirmation of declaration of titles and documents

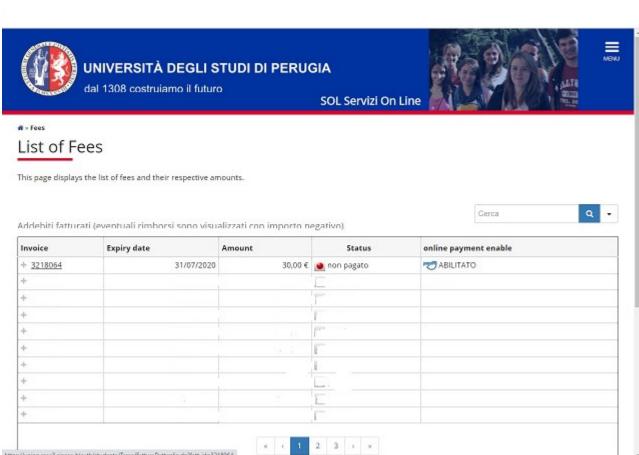
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## AT THIS POINT THE SYSTEM DISPLAYS THE IDENTIFICATION CODE (PREMATRICULAR) AND THE POSSIBILITY OF MAKING PAYMENT RELATING TO THE PARTICIPATION CONTRIBUTION

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Please note that, in order to comply with the final deadline of 31 July 2020 for the submission of the application and of the relevant documentation, the online application submission procedure must be completed by 23:59 (11:59 pm) of 31 July, 2020

Candidates are asked to complete the application for admission to the selection well in advance of the deadline of 31 July 2020. Candidates are responsible for verifying the correct completion of the application procedure. No claims will be allowed for eventual malfunctioning of the computer system owing to overloading encountered by candidates in proximity to the deadline.

UNTIL THE HEALTH EMERGENCY ENDS, THE OFFICES ARE CLOSED TO THE PUBLIC.

FOR INFORMATION RELATING TO THE SELECTION FOR THE ADMISSION TO THE DOCTORAL RESEARCH COURSES XXXVI CYCLE - A.A. 2020/2021 YOU ARE INVITED TO WRITE EXCLUSIVELY TO: ufficio.concorsi@unipg.it .