

APPENDIX TO D.R no. 1473 of 28.6.2021

The Rector

Considering art. 4 of Law 3.7.1998, no. 210;

Considering the D.Lgs. (Legislative Decree) 30.6.2003, no. 196 “Personal Data Protection Code”, the GDPR (General Regulations on Data Protection, no. 2016/679) and the D. Lgs. 10.8.2018, no. 101;

Considering Law 30.12.2010, no. 240;

Considering the University Statute, issued by D.R. (Rector’s Decree) no.889 on 28.5.2012 and subsequent modifications and integrations;

Considering the General Regulations of this University, issued by D.R. no. 470 on 29.3.2013 and subsequent modifications and integrations;

Considering the D.P.R. (President of the Republic’s Decree) 28.12.2000, no. 445 and subsequent modifications and integrations;

Considering Law 12.11.2011, no. 183 and in particular art. 15;

Considering the decree of the Minister of Education, University and Research (MIUR) on “Regulations concerning methods and conditions for the accreditation of institutions hosting doctoral programs, of doctoral programs as well as the criteria for establishing doctoral programs by accredited institutions”, no. 45 issued on 8.2.2013;

Considering the Università degli Studi di Perugia PhD courses Regulations issued by D.R. no. 1548 on 07.08.2013;

Considering D.R. no. 508 issued on 20.3.2020, and subsequently modified with D.R. no. 2378 issued on 23.12.2020 “University Regulations which temporarily regulate the procedures for carrying out online exams and graduation sessions

Considering D.R. no. 515 issued on 30.3.2021 with which the document was approved “Protocollo di gestione delle fasi 2 e 3 dell’emergenza sanitaria Covid-19

Considering D.R. no. 1390 issued on 24.6.2021 activating the XXXVII Cycle PhD Programs herein reported for the A.Y. 2021/2022, with established legal administrative address at the University of Perugia;

Considering the note issued by Ripartizione Didattica Director prot. n 156798 del 24.6.2021;

Considering the notes issued by Course Coordinators of the Research Doctoral Programs activated for the XXXVII Cycle, with reference to the required guidelines for the issuance of this Call for Applications;

DECREES

Art.1

Issuance

A public selection is issued for the admission to the XXXVII cycle Research Doctoral programs for the academic year 2021/2022, with established legal address at the University of Perugia (see **Appendix 1**, which constitutes an integral part of this Call). Admission to the Research Doctoral programs is granted through application procedures in accordance with art. 15 of the Regulations of Research Doctoral Programs of this University, issued by Rectoral Decree no. 1548 of 7.8.2013 and detailed, for each doctoral program, in the aforementioned **Appendix 1**.

Art.2

Admission requirements

To be able to apply for the selection procedures specified in the previous article, regardless of their citizenship, candidates must meet one of the following conditions:

- **by the expiration date of the present Call** have either a Master's Degree ('Laurea Magistrale'), obtained in accordance with Ministerial Decree 270/2004, a Specialization Degree ('Laurea specialistica') in accordance with Ministerial Decree 509/1999 or a University Degree ('Laurea Vecchio Ordinamento') obtained in accordance with the regulations applicable before the aforementioned Ministerial Decree 509/1999, awarded by an Italian University, **in compliance with the specifications, for each doctoral program, reported in Appendix 1 of the present Call pertaining to the acceptable degrees required for admission;**
- **by the expiration date of the present Call**, have an equivalent academic qualification obtained abroad, equivalent to those required for each course as indicated in **Appendix 1**, to be presented together with the required appropriate documentation and along with the application to the present Call and that is to be declared equivalent, with motivated and documented deliberation by the examining Selection Committee upon the candidate's request.

The equivalence of the foreign qualification, which is to be considered valid for the sole purpose of the admission selection, is admitted in compliance with the specific regulating norms in Italy and in the country where the qualification has been issued and according to the treaties or international agreements for the recognition of academic degrees for study purposes. Candidates with foreign academic qualifications must submit their documents as indicated in art.3;

- **Obtain the required title for the admission to the present Call by the final deadline of October 31, 2021.** In this case, candidates will be admitted provisionally and the required documents must be mandatorily submitted by the final deadline of **November 30, 2021** in order to lift the reservation. Failure to comply will result in exclusion from the selection.

Art. 3

Admission application

Candidates must submit their application in accordance with the instructions set in **Appendix 2**, pre-emptively printing and duly filling out the application form – **Annex A to the present Call** – and, in case the required study degree has been obtained abroad and must therefore be recognized as equivalent, the pertinent form to request the equivalency – **Annex A1 to the present Call**. To submit titles for evaluation, candidates must print and fill out **Annex B**; whereas to submit their curriculum vitae (resume), candidates must fill out and submit **Annex C**.

The application form, together with all the documentation specified below, must be exclusively submitted in accordance with the procedures detailed in Appendix 2, within and not later than July 30, 2020, under penalty of exclusion.

All candidates who have submitted their application in accordance with the procedures detailed in **Appendix 2** are to be provisionally admitted to the selection, until background checks on the candidates' possession of the requisites, as required in the Call, are performed. Therefore, this Administration maintains the authority to exclude any candidate from the selection procedures at any time, following the aforementioned verification procedures. Furthermore, this Administration will automatically proceed to verify the legitimacy of the candidates' Self-Certification Statements (Dichiarazioni sostitutive di certificazione).

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. Please, be advised that it might not be possible to participate in all of the chosen selections, due to the fact that examination dates may overlap. Should this be the case, please note that the payment made as a contribution for participation will not be reimbursed under any circumstances whatsoever.

All applications, submitted in compliance with the procedures detailed in **Appendix 2**. **Payment of € 30,00, as a "contributo di partecipazione" (contribution for participation) must be made using the method indicated in Appendix 2.**
This payment will not be reimbursed under any circumstances whatsoever.

Payment of the contribution is required **under penalty of exclusion** from the selection process.

In the application (Annex A), the candidate applying for participation in the selection procedures must declare the following, under his/her own responsibility and in accordance with articles 46 and 47 of D.P.R. 445/2000:

1. His/her personal data, such as full name, date and place of birth, residence and mailing address for the purposes of this Call (specifying the postcode/zip code) as well as his/her telephone number, email address or PEC certified email address; candidates specifically commit to immediately inform this Administration of any changes to the aforementioned information. Foreign candidates from within or outside of the European Community are required to provide an Italian address or that of their pertinent Embassy in Italy, if this is to be considered as their selected domicile;
2. The exact name of the specific Doctoral Program for which the candidate is applying for participation in the selection procedures aimed at admission to the program;
3. His/her citizenship;
4. To possess an adequate knowledge of the Italian language (only for foreign EU or non-EU citizens in the event that sitting for the selection tests in a language different from Italian is not allowed, in accordance with the regulations in Appendix 1);
5. The candidate's degree, required for admission in accordance with art.2 of this Call and better specified for each doctoral course in Appendix 1, along with the date when the degree was awarded and the name of the awarding University as well as the final mark, or the indication that the degree will be awarded by October 31, 2020, or the degree for which the equivalency is being requested, if awarded by a foreign university;
6. The foreign language to be tested during the language test (only for applications for PhD programs that allow the candidate to choose among several foreign languages, as specified in Appendix 1)
7. The foreign language (not Italian) in which the candidate wishes to take the selection tests (applicable only for those who apply for Doctoral Programs for which it is possible to take the tests in a foreign language, as specified in Appendix 1);
8. Any request to carry out the examination in presence (which may be likely to be granted at the discretion of the selection Committee, should the relevant regulations, allow so).
9. (only for those shown to be eligible for the reserved places) to possess the requisites of eligibility for a reserved place, therefore indicating the relevant requirements for the allocation of the aforementioned position, as indicated in Appendix 1 (e.g. position reserved for candidates who have graduated from foreign universities);
10. Whether or not he/she possesses an officially recognized disability or Specific Learning Disability. Candidates with a recognized disability, in accordance with Law 104/1992 and subsequent modifications and integrations. Candidates who, with reference to their

disability, require specific equipment or aids during the test, as well as candidates affected by specific learning disabilities according to Law 170/2010, **must specify, in their applications, under penalty of forfeiture of the requested aids**, the type of disability by which they are affected as well as the specific required aid, also by attaching, whether in original or notarized copy, suitable documentation stating the official recognition of the disability by the official authorities in charge. Candidates with certified Specific Learning Disabilities are granted a 30% additional time when taking the admission tests.

11. To authorize, should this Administration receive a motivated request to access official documents relating to the procedure and the candidate is the person against whom this request is made, the digital transmission, via email to the email address specified in the application, in accordance with art. 3 of the D.P.R. 184/2006, of the copy of the request to access the pertinent information withstanding the possibility to challenge, with a rightful motivation, this request, also via digital transmission, within ten days after the request has been received.

12. To accept all terms and conditions in this Call.

To avoid exclusion, the application (Annex A) must be signed (handwritten signature).

All applications (Annex A) must include, in accordance with the procedures specified in Appendix 2, the following documents:

- **The photocopy of an identity document (mandatorily required in accordance with articles 46 and 47 of D.P.R. 445/2000);**

- **Candidate's Academic Degree as follows:**

- **For those candidates who have been awarded a degree in Italy:**

Copy of the degree which has been declared equivalent to the original by filling in Annex B, in accordance with articles 19 and 47 as per D.P.R. 445/2000, or self-certified by means of a Self-Certification Statement, using Annex B, in accordance with art. 46, D.P.R. 445/2000, certifying the candidate's degree as required in accordance with art. 2 of this Call and detailed, for each doctoral course, in Appendix 1, as a requisite for admission (for those candidates who have been awarded a degree by the University of Perugia, please note that this self-certification can be directly downloaded from the students' portal by logging into the candidate's private area);

- **for candidates with a foreign degree,**

alternatively:

- **the diploma in original or authenticated copy, accompanied by its official and legalized (where necessary) translation** in Italian and the certificate of comparability of the foreign degree issued by CIMEA-NARIC ITALIA, as well as all documents useful in allowing the interested evaluation Commission to make a declaration of equivalency (see **N.B.** below)

- the diploma in original or authenticated copy, accompanied by its official and legalized (where necessary) translation and respective “dichiarazione di valore” (declaration of value) issued by the competent Italian diplomatic representatives or consulates abroad, as well as all documents useful in allowing the interested evaluation Commission to make a declaration of equivalency (see **N.B.** below).

If the abovementioned documentation is not submitted together with the application form, candidates will be provisionally admitted, provided that, should they be declared winners, the rights of matriculation will be lost due to lack of required degree if said documentation is not received by this University **by November 30, 2021** in order to ascertain the equivalences by the matriculation deadlines.

- **To avoid non-evaluation, Degrees and other titles that are to be evaluated and considered for application for the admission to the selected PhD program - see Appendix 1 of this Call – (e.g. Final thesis, Academic Publications, records indicating the final marks obtained in each examination of the candidate’s Degree or of the Degree that is about to be obtained by the candidate, etc.), in order to be evaluated must be submitted as follows:**

- a) – certified copy of the original utilizing **Annex B** (solely for authorized individuals, see **N.B.**);
- b) – self-certification of possession of the qualifications, made by utilizing **Annex B** (solely for authorized individuals, see **N.B.**).

Where the candidate intends to self-certify possession of the qualifications by way of submitting a Curriculum Vitae, it must be accompanied by a declaration in lieu of certification or a sworn affidavit, made by utilizing Annex B, in which it must be declared “that what is stated in the Curriculum Vitae corresponds to the truth”. The mode of presentation described in the present **point b)** shall not be valid for those qualifications (e.g., **degree thesis and publications**) which presuppose, for the purposes of their evaluation, the reading of their respective contents and, therefore, such qualifications must be produced as provided by the preceding **point a)**

c)- for degrees or titles in a language other than Italian, French, English, German, Spanish or Portuguese, or additional languages possibly specified in **Appendix 1**, an Italian translation declared to be equivalent to the foreign document must be submitted and certified by a diplomatic representative or consulate, or by an official translator or, where this is permitted (see **N.B.**), translated by the candidate and declared to be equivalent to the original document by using a Self-

Certification Statement, in accordance with art. 47 of D.P.R. no. 445/2000, using **Annex B.**

Please be reminded that, should the selected PhD program require it, candidates must produce a RESEARCH PROJECT, in accordance with Appendix 1, in doing so, they are required to carefully follow the specific guidelines for RESEARCH PROJECTS indicated in the aforementioned Appendix 1.

Publications can be submitted for evaluation (including printed excerpts), provided that they are submitted by following the instructions in this document.

Publications printed, in Italy before 2.9.2006 (when Regulations as per D.P.R. no. 252/2006 were determined), had to be made following the instructions as per Decree “Luogotenenziale” no. 660/1945; if printed in Italy after this date, the legal deposit will have had to be made as per D.P.R. no. 252 issued on 3.5.2006.

In accordance with art. 15 of Law 183/2011, Public Administrations cannot accept certificates issued by other Public Administrations.

References cannot be made to documents or publications that have been already presented to this or other administrations or to documents attached to other applications for other competitions.

All Applications and documents that are not submitted within the deadlines and in accordance with the procedures specified in this Decree will not be considered.

Further requests for specific information or clarification inquiries regarding submission procedures can be submitted to the Ufficio Concorsi (tel. 075/5852045 – 2308 - 2368 - e-mail: patrizia.aglietti@unipg.it, ufficio.concorsi@unipg.it).

This University Administration assumes no responsibility and shall not be liable in case contact is not possible between the parties (whether for the impossibility to reach the candidate, wrong address or failure on the candidate’s part to timely inform this university of any changes in his/her address or contact information).

Furthermore, this Administration shall not be liable and assumes no responsibility for other issues that may arise in the transmission of the application, in accordance with the procedures detailed in **Appendix 2.**

(N.B.): Considering that Annex A and B include self-declared and self-certified statements, as per articles 46 and 47 of D.P.R. 445/2000, please note that Self-Certification Statements, in accordance with art. 46 of D.P.R. 445/2000 (with which personal status, qualities and the listed facts, in strict accordance to art. 46, can be declared) as well as Self-declared Affidavits in accordance with art. 47 of D.P.R. 445/2000 (with which personal status, qualities and facts that the candidates are aware of can be declared, as well as the

conformity of the photocopy with the original of a document, a publication, an academic degree, or a service certificate) can be validly submitted in accordance with art. 3 of D.P.R. 445/2000, by Italian citizens and by citizens of the European Union; citizens of Countries outside of the European Union legally residing in Italy can use Self-Certification Statements and Self-Declared Affidavits in accordance with articles. 46 and 47 limitedly to personal status, qualities and certifiable (or verifiable by Italian public officials) facts, provided that the laws or regulations regarding immigration and the condition of the foreigner do not state otherwise, and also that the use of the Self-certification Statements and Self-Declared Affidavits be authorized through international agreements between Italy and the country of origin and within the limits and terms of these conditions.

Self-Certification Statements and Self-Declared Affidavits are considered validly submitted if they are signed by the candidate in front of the appointed clerk, or if they are signed and submitted along with a standard photocopy of the candidate's form of identification, in accordance with art. 38, paragraph 3, of D.P.R. 445/2000, in order to be valid and effective (a sample model of these types of declarations is attached: see Annex B).

This Administration must perform adequate checks (also randomly) and in all doubtful cases regarding the truthfulness of the presented Self-certification Statements and declarations, as per articles. 46 and 47 of D.P.R. no. 445/2000. Should the aforementioned checks reveal untruthfulness of the contents reported in the statements and declarations, the candidate will lose any benefit obtained on the basis of these statements and declarations, in accordance with art. 75 of D.P.R. 445/2000 and under the conditions specified in art. 76 of the same D.P.R.

Art.4

Evaluation procedures

To guarantee a proper evaluation of each applicant, the selection procedures will be performed according to one of the guidelines specified in art.15 of the Regulations of Research Doctoral Programs of this University, and, more specifically, for each doctoral program, according to the specifications detailed in **Appendix 1** of this Call, **that candidates are invited to read carefully.**

In general, please note that:

- the minimum passing grades (if applicable) that the candidate must obtain upon evaluation of his/her qualifications in order to be admitted to the interview and in order to pass it the interview itself, are specified in **Appendix 1**;
- the minimum total grade that the candidate must obtain in order to be eligible (namely the grand total of the grades obtained for title/qualifications evaluation and oral exam) is indicated in **Appendix 1**;

The appointed Committee, during its initial meeting, will identify and specify in the official written report the criteria and marking system that is to be used to evaluate the candidates' qualifications and interview.

Qualifications will be evaluated by the Committee before the taking place of the interview; if a minimum grade is required to be admitted to the course with reference to the evaluation of qualifications, the pertinent score will be posted before the interview takes place; if a minimum mark is not required on the evaluation of qualifications, each candidate will be informed about the score he/she has obtained on their qualifications during the interview;

The Committee will rank, in a list, only the eligible candidates (See Appendix 1 for grade eligibility thresholds) by adding up the scores they have obtained on their qualification evaluations and interview, in compliance with the minimum mark thresholds.

On August 6th, 2021 an **announcement** will be posted on the University webpage (www.unipg.it/didattica under "Dottorati di ricerca" – "Bandi, avvisi e modulistica") and on the University online bulletin board, a notice which will communicate **the procedures, dates and hours of the convocation, and any other information concerning the present selection.**

Such notice shall have the value of a formal convocation and personal communications in this regard will not be sent.

Failure to attend or failure to connect by the candidate in case of online procedure on the day and time of the examination will be considered equivalent to an implicit withdrawal from the competition, regardless of the motivation.

To be allowed to take the examination, candidates must carry one of the following forms of identity document: identity card, passport, driver's license, nautical license, pension book, thermal management system operating license, firearms license, other ID cards provided that they show a photograph and a seal (or other equivalent validation form) and have been issued by a governmental administration.

The above documents must be valid and not expired.

If a candidate presents an expired identity document, his/her personal status, qualities and the facts listed in it can still be proved by presenting the document as long as the candidate signs a photocopy of it, declaring that the information in the ID has not changed since its date of issue.

Once the admission procedures have been completed, the acts and records will be either approved with a Decree by the General Director or sent back to the Committee in order to regularize and/or integrate them. Candidates are admitted to the program if they are

ranked in accordance with the provisions of art. 6. After approval, the lists with the rankings will be posted on www.unipg.it/didattica website under “**Dottorati di ricerca**” – “**Bandi, avvisi e modulistica**” and on the University public online bulletin board (**no private communications on this matter will be sent directly to the candidates**).

Candidates are granted access to all formal acts in accordance with Law n.241/1990 and with the University Regulations regarding administrative procedures and access rights. The Administration can postpone access rights until after the selection procedures have been completed.

Art.5

Selection Committees

The Committees for the selection of the applications for admission to the research doctorates will be formed and appointed in compliance with art. 17 of the Regulations of Research Doctorate Programs of this University.

The aforementioned Committees are required to timely complete their work in order to allow for the approval of the pertinent acts within September 30, 2021.

Art.6

Admission to courses

After the admission procedures have been completed, the procedures are to be approved with a formal provision by the General Director. Candidates will be admitted to the courses in accordance with their position in the merit list ranking, up to the maximum number of available positions for each doctoral program. In case of a draw, the younger candidate will be admitted. With reference to places reserved for candidates in possession of the predetermined requisites (e.g. candidates holding degrees from foreign universities), such places shall be assigned to the candidates in possession of the requisite qualifications occupying an eligible position on the merit list.

In case a candidate is eligible in more than one list, when enrolling the same candidate must opt for one doctoral program only.

In case a candidate has applied for a doctoral program structured in curriculum, when enrolling he/she must opt for only one program/curriculum.

Pursuant to the decree activating the Research Doctorate – XXXVII Cycle – as per the present call, candidates admitted to the course must enroll exclusively through the procedure available on the SOL (on-line secretariat) by following the instructions which will be made available on the web page: <https://www.unipg.it/didattica/dottorati-di-ricerca/modulistica-per-dottorandi>, under penalty of loss of the right to enroll, within the peremptory deadline, which will be indicated in the decree approving the acts “graduatoria degli ammessi e degli idonei” (“ranking of the admitted and those eligible

for admission”) published on the website <http://www.unipg.it/didattica> under the heading “Dottorati di ricerca”- Bandi, avvisi e modulistica (“Research Doctorates” announcements, notices, forms) (**personal communications in this regard will not be sent**), likewise any changes in the ranking of the waiting list or time limits for the consequent enrollment will be published on the website <http://www.unipg.it/didattica> under the heading “Dottorati di ricerca”- Bandi, avvisi e modulistica (“Research Doctorates” - announcements, notices, forms) on the dates indicated in the above-cited decree approving the acts. **Personal communications will not be sent and therefore all candidates found eligible for admission are responsible for consulting the website periodically.**

In case of withdrawal or late enrollment of an admitted candidate prior to the start of the course, another eligible candidate shall take that place in accordance with the order of ranking. After that date (start of the course) and in any case not after 31 December 2021, the above-mentioned admission shall be possible on condition of a favorable opinion by the College of Teachers.

Upon conclusion of the admission procedure and following the formal assignment of scholarships to candidates so entitled, approved by the College of Teachers, the attribution of the scholarships and the list of admitted candidates including any wait-listed eligible candidates as provided by paragraph 2, letter g) of art. 16 of the Doctoral Course Regulations shall be decided by a managerial determination.

The instructions pertaining to scholarships and contributions for admission and attendance to courses are detailed in Appendix 3 of the present Call for applications.

Art. 7

Rights and obligations of doctoral students and potential reasons for exclusion

As for the rights and obligations of doctoral students and the possible reasons for exclusion, please see art. 19 and 20 of the Regulations of Research Doctoral programs of the University of Perugia as well as art. 4 of D.R. 1390 issued on 24.6.2021, activating doctoral programs for the A.Y. 2021/2022.

Art.8

Awarding of the title

As per the decree activating the doctoral programs – XXXVII cycle –, the title of PhD (Doctor of Philosophy) is conferred by the Rector, as established in the Regulations of Research Doctoral programs of the University of Perugia.

Art.9

Return of the documentation submitted together with the application

The candidates can request, four months after the decree stating the approval of the competition procedures has been published on the University public online bulletin board (the deferral period for judicial Terms is not to be considered) and within the following two months, that their documentation be given back.

The documentation will be returned within the aforementioned deadlines, and provided that no litigations be in progress, directly to the applicant or to authorized proxy. After these deadlines, the University will not be accountable for the conservation and return of the aforementioned documentation.

Art.10

Personal data processing

All personal data provided by the candidates will be collected by the University of Perugia, for the purposes of this selection. Statements given as per art. 13 of the EU Regulation 2016/679 - General Regulations on Data Protection, are available at the following address: <https://www.unipg.it/protezione-dati-personali/informative>.

Art. 11

Appointed official in charge of the procedures

The appointed official in charge of the procedures relating to this decree is Ms. Patrizia Aglietti – e-mail: patrizia.aglietti@unipg.it, tel. 075/5852045-2133.

Art. 12

Public disclosure

This decree will be published online on the University website at www.unipg.it/didattica under “**Dottorati di ricerca - Bandi, avvisi e modulistica**” and on the official university public online bulletin board. It will also be published both on the MIUR website and the European website Euraxess.

Notice of the publication of the decree is also published in the ‘Gazzetta Ufficiale della Repubblica Italiana – IV serie speciale – Concorsi ed Esami’.

Possible modifications, updates or integrations relating to the present Call will be published exclusively on the University website. Therefore, candidates are required to visit the aforementioned website at www.unipg.it/didattica under “Dottorati di ricerca” – “Bandi, avvisi e modulistica”.

Art. 13

Final provisions

For anything not included in the present Call, please see the rules and regulations for research Doctorates as well as the Regulations pertaining the Courses for Research Doctorates of the University of Perugia, issued with D.R. no.1548 of 7.8.2013

Il Rettore

Prof. Maurizio Oliviero

(Documento informatico firmato digitalmente
ai sensi del D.Lgs 82/2005 s.m.i. e norme collegate,
il quale sostituisce il documento cartaceo e la firma autografa)

