CALL FOR PROSPECTIVE PhD STUDENT APPLICATIONS*

Academic Year 2021/2022 - 37th Cycle

THE RECTRESS

In relation to	Bill n. 168 of May 9th, 1989;
In relation to	Bill n. 398 of November 30th, 1989;
In relation to	Art. 19 of Bill December 30th, 2010 n. 240/2010;
In relation to	Ministerial Decree n. 45 of February 8th, 2013;
In relation to	General university regulations in matter of PhDs;
In relation to	the Report of the PhD Committee of April 28th, 2021;
In relation to	the Report of the Quality Team of May 11th, 2021;
In relation to	the Report of the Internal Evaluation Committee (NVA) of May 17th, 2021;
In relation to	the Resolution of the Academic Senate of May 18th, 2021;
With the condition	that all possible modifications, amendments and integrations to the present call will only be communicated on the university web site: https://www.uniroma1.it/en/pagina/phd-programmes;

DECREES AS FOLLOWS

ART. 1 – ACTIVATION OF THE PHD COURSES

Sapienza University of Rome announces the following exam-based open call for admission to the 37th Cycle of PhD programmes**.** PhD programmes last three years**.**

The **annex A** is an integral part of the call and indicates: the list of the PhD programmes, including potential curricula; the number of the available positions, with and without fellowship; the type of the admission procedures; as well as the denomination of the PhD School they are part of, in case they belong to any specific PhD School**.**

Annex A indicates the website of each PhD programme reporting the admission procedure and evaluation criteria.

If fellowships are founded either by Sapienza University or by public and private external entities, the winning candidates will opt for the Sapienza fellowship or the external one. After the assignment of all Sapienza fellowship, following the ranking order, the external fellowship will be awarded to the first candidate placed in a useful position.

In case of an external grant financed on a specific curriculum, the fellowship can only be awarded to the candidate in a useful position who has opted for that specific curriculum.

The number of positions with fellowship could be increased depending on further fundings from external public or private entities, obtained both through competitive calls and through agreements. In these cases, where the grant is funded on a specific theme or projects, the university reserves the right to use new selection procedures.

ART. 2 - REQUIREMENTS

Applications are accepted from candidates, regardless of gender, age and nationality, who hold an Italian *laurea specialistica, laurea magistrale* or any equivalent academic second-level degree issued by Artistic and Musical High Education institutions (AFAM) or any equivalent academic degree obtained abroad (generally equivalent to a Master Degree). Applications are also accepted from candidates who expect to receive their degree **by October 31st , 2021**. Candidates who do not hold their degree at the time of the application are admitted "with reserve" until they obtain it.

The Evaluation Board will ascertain the equivalence of each academic degree obtained abroad to the relevant Italian degree for the sole purpose of this call, or in the frame of inter-university cooperation and mobility agreements.

Admission is conditional to reception of relevant degrees by the indicated deadlines.

Students currently enrolled without a fellowship can participate to competitive exams for the same PhD programme they are already attending, but, if admitted, they cannot enrol unless they formally resign their doctoral position with the relevant Doctorate Committee.

ART. 3 - APPLICATIONS

The application must be completed **by July 20th, 2021, at 2.00 p.m. (Italian Time).**

In order to apply, candidates must access https://www.studenti.uniroma1.it/phoenix/#/login

and click on "PhD PROGRAMMES" and follow the instructions.

The payment of the examination fee is available through the Pago PA system which is accessed directly from the application. The fee must be paid **by July 20th, 2021 at 11.59 p.m. (Italian Time).**

The application is correctly submitted only if the system displays the message "pagamento effettuato/fee paid and the symbol ✓ appears under "pagamento/payment" and "documenti/documents".

Detailed instructions are available at https://www.uniroma1.it/en/pagina/phd-application-form.

Any claims related to malfunctioning of the informatics system in close proximity to the deadline will not be accepted; **candidates are recommended to complete the application sufficiently in advance in order to allow the office in charge** to guarantee any necessary support.

Please note that the paper copy of the application form and of the bank payment **must not be delivered to the PhD office**. Applications that are not submitted as described herein will be rejected.

Please note that the University will check the veracity of the self-statements presented by the candidate. If the control ascertains the falsity of the declarations, the candidate will be excluded from taking the admission test or, if in the list of nominees will be declared lapsed, without prejudice to the criminal prosecution as for art. 76 of the law n. 445/2000.

ART. 4 - APPLICATIONS BY CANDIDATES WITH A FOREIGN ACADEMIC DEGREE

In order to submit an application, as indicated in the preceding article 3, candidates with a foreign academic degree must also submit:

- Candidates with an EU academic degree: **Self-declaration affidavit** with signature ("dichiarazione sostitutiva di certificazione e/o dell'atto di notorietà" according to art. 46 and art. 47 of D.P.R. 445/2000) **of academic degree** with a full list of exams and grades, in Italian or English.
- Candidates with a non-EU academic degree: **a legalized translation of the academic degree** into English or Italian with a full list of all exams and grades obtained.

Applications lacking any of these documents will be rejected.

ART. 5 - APPLICATIONS BY FOREIGN CANDIDATES AS SUPERNUMERARY STUDENTS

Foreign candidates holding a non-Italian degree who do not plan or need to request a fellowship may apply for a PhD position, not covered by a grant, as a supernumerary student (*Admission as Supernumerary students).* Up to one third of the positions assigned to each PhD Programme are reserved to supernumerary foreign students, with separate rankings.

For this purpose, candidates have to specify in the application form, as described in art. 3, their intention to be admitted as supernumerary students, by selecting the option in the field (a*rt. 5 cittadini stranieri con titolo estero - Foreign candidates holding a non-Italian degree*).

Candidates who wish to apply as supernumerary students have to provide the following documentation:

- Candidates with an EU academic degree: **self-declaration affidavit** with signature (dichiarazione sostitutiva di certificazione e/o dell'atto di notorietà according to art. 46 and art. 47 of D.P.R. 445/2000) **of academic degree** with a full list of exams and grades, in Italian or English.
- Candidates with a non-EU academic degree: **a legalized translation of the academic degree** into English or Italian with a full list of all exams and grades obtained.

ART. 6 – APPLICATIONS BY RESEARCH GRANT HOLDERS AND PUBLIC EMPLOYEES

Applicants holding a research grant and public employees can apply to be admitted to PhD programmes as supernumerary students if they pass the admission tests.

These candidates have the right to up to 1/3 of the positions assigned to each PhD programme, with separate rankings.

Public employees or research grants holders who want to apply as supernumerary students must select the option art. 6 Titolari di assegno di ricerca o Dipendenti di Pubbliche Amministrazioni – Research grant holders and Public employees. Applications must be submitted as described in art. 3. Research grants holders must also indicate the duration of the research grant and providing administration.

Research grants assigned after the submission of a PhD application must be immediately communicated to the PhD Office by means of an e-mail to ufficio.dottorato@uniroma1.it not later than **December 31st, 2021**.

ART. 7 – DISABILITY ASSISTANCE

Applicants with disability recognition under art. 3, paragraphs 1 and 3 of the Law of February 2nd, 1992, No. 104 or with certificate of invalidity that need special aids or additional time for the admission test, must apply to the Department for Relations with Students with Disabilities and with DSA writing sportellodisabili@uniroma1.it. They also must complete the procedure as explained at https://www.uniroma1.it/en/pagina/phd-application-form. According to Bill 170/2010 and Ministerial Decree n.5669/2011, **students with officially certified Learning Disabilities (DSA**) must contact counselingdsa@uniroma1.it. They also must complete the procedure as explained at https://www.uniroma1.it/en/pagina/phd-application-form.

Candidates will be allowed, depending on the specific needs indicated on the certificate, extra time, a calculator, other assistance and/or technical aids. The Learning Disabilities certificate must explain the kind of disability (Reading and/or Writing and/or Calculation). Application for disability assistance must be submitted to the Office for Students with Disabilities by the application deadline together with the medical certification issued by an authorized official structure. The diagnosis should be updated after 3 years if performed by the under-age student.

ART. 8 – ADMISSION TESTS

ATTENTION

To participate, candidates must exhibit a valid ID/Passport. Only black ballpoint pens can be used on the written exam and admission exam papers must be anonymous and not provide any sign that could help identify a candidate or the exam will be void.

Aim of the exam is a valid comparison among the candidates. **The detailed procedure is available on the courses website as listed in Annex A.** Candidates have to prove the knowledge of a foreign language.

Candidates must be present at the date, time and location indicated on the website PhD course, without any further notice.

Should the candidate be enable to participate in the oral examination, he/she can ask to be evaluated by video conferencing. **Foreign candidates applying as supernumerary** can ask to be evaluated on the basis of a dossier. The request must be asked with adequate advance to the coordinator of the PhD course and the Examination Board can decide whether accept or refuse both requests.

ART. 9 – EXAMINATION BOARDS

The Examination Boards that will assess admission to the PhD programmes are nominated as established by of the Sapienza PhD Regulations (see https://www.uniroma1.it/en/pagina/phd-programmes).

A single Examination Board will test candidates applying to PhD based on curricula. Different tests can be held for different curricula. Therefore, candidates will be requested to make their choice during the written test or in the way indicated on the PhD course website.

The application of the evaluation criteria will be indicated on the exam reports by the Examination Board.

At the end of the admission exams, the examination Board will publish a general ranking of candidates based on the sum of the two exam scores achieved by each candidate. In case of equally ranked candidates, the following criteria will be adopted:

- In case of identical ranking for the assignment of a research fellowship, preference will be granted to the candidate with less income as for D.P.C.M. del April 09th, 2001;
- In case of identical ranking for positions without a scholarship, preference will be given to candidates who:
  1. have academic degrees with the highest grades;
  2. in case of identical academic grades, preference will be given to the candidate with the highest average of exams grades;
  3. in case of identical exam grade average, preference will be given to the candidate who earned his/her academic degree in the shortest period;
  4. in case points (1), (2) and (3) are identical, preference will be given to the youngest candidate.

ART. 10 – ADMISSION TO PhD PROGRAMMES

There is a single ranking also for PhD courses based on curricula. Applicants will be admitted to PhD programmes on the basis of the final ranking until all available positions have been assigned. If a candidate does not reply to his/her admission invitation or accepts late, the following eligible candidate will be offered the position. A candidate admitted contemporarily to two or more PhD programmes must choose only one to attend.

Candidates who already have a PhD diploma can be admitted, after having passed the examinations, to another PhD programme, only if the scientific sectors of the two programmes are different. **Students cannot be awarded the doctoral fellowship twice**.

ART. 11 – ENROLMENT IN PHD PROGRAMMES

Once admission procedures have ended and have been approved, the candidate ranking will be published on the Sapienza website at https://www.uniroma1.it/en/pagina/phd-programmes.

At the same time as the ranking is published, a notice will be sent to interested parties at the e-mail address indicated during the application process.

The ranking will include enrolment schedule and procedures.

Successful candidates who do not respect these procedures will lose the right to their place, which will be offered to the next-ranked candidate.

To complete the registration, it is necessary to follow the instructions at:

 https://www.uniroma1.it/en/pagina/phd-programmes.

Candidates admitted are requested to pay a € 16,00 stamp duty.

PhD Students without fellowship, including PhD Students as described in art. 5 and art. 6, are requested to pay a €140,00 regional tax fee and a €16,00 stamp duty.

No tuition fees are requested for PhD students**.**

All PhD students are required to produce appropriate documentation attesting the possible ownership of other scholarships granted on triennial basis.

Candidates, **educated abroad** will be asked to present before to sign in:

- The legalized translation of the academic degree into English or Italian with a full list of all exams and grades obtained;
- A Declaration of Validity ("dichiarazione di valore") issued by the competent Italian consulate or embassy in the country where the academic degree was attained or the "Diploma Supplement" or by other authorized institution.

CANDIDATES EXPECTING TO OBTAIN THEIR DEGREE.

When the final ranking is published, candidates admitted that are temporarily not able to register as expecting to receive their degree by October 31st, 2021, must send an email to

ART. 12 – FELLOWSHIPS

The fellowship amounts to **€15.343,28** gross per year and it is paid on a monthly basis and includes National Insurance Contributions (INPS) which fellowship recipients are required to pay.

The amount of the scholarship will be increased by 50% for research periods spent abroad that have been previously authorized by the PhD Programme Coordinator. Scholarships are non-cumulative and cannot be combined with other grants, except for those awarded by national or foreign scientific institutions for activities related to study or research periods spent abroad.

The fellowship amount awarded by other universities and private and public institutions will be only granted if Sapienza receives the due amount.

Starting from the second year of the programme, a further 10% will be available for research periods in Italy and abroad. If a scholarship holder is not admitted to the next year or irrevocably waives the fellowship or the entire PhD course, the residual amount of the fellowship can be assigned according to art. 6 of General University Regulations in matter of PhD.

Students earning more than €16.000,00 gross per year are not entitled to scholarships.

All cases of total or partial incompatibility for scholarship benefits are ruled by university regulations. In case of incompatibility, students will have to reimburse the amount of money unduly received. Reimbursements refer to an academic year or fraction thereof. Students cannot be awarded the doctoral fellowship twice.

ART. 13 – APPRENTICESHIP CONTRACTS FOR HIGH EDUCATION

PhD students aged under 29 and without scholarship can activate apprenticeship contracts in accordance with art. 45 - D. lgs. n. 81/2015 and artt. 18 ss. Reg. Regione Lazio n. 7, March 29th, 2017. These contracts can have a validity from 6 to 36 months.

For further information please consult the webpage https://www.uniroma1.it/en/pagina/high-formation-and-research-apprenticeship.

ART. 14 - RIGHTS OF THE DATA SUBJECT

The data protection and privacy are ruled by General Data Protection Regulation (EU) 2016/679 ("GDPR"). A summary is available in attachment to the present call (annex B).

ART. 15 – APPLICABLE REGULATIONS

For all matters that are not expressly disciplined by this call, please refer to the specific rules governing this area and to the University PhD Regulation https://www.uniroma1.it/it/documento/regolamento-dottorati-di-ricerca.

THE RECTRESS
Prof.ssa Antonella Polimeni

* Please note: <u>the official version of this call is in Italian</u> and is available on the Sapienza website. <u>This abridged version is not valid and may not be used for any legal purpose</u>.