ONLINE APPLICATION GUIDE

Sapienza’s Ph.D. Schools and International Courses
Call for Applications to Fellowships and Admission
of Incoming Students

Academic Year 2022-2023

Pay Attention: it is very important to read and follow the
direction listed below.

It is necessary to read each article of the call with utmost attention.

Click Here to Download the Call

Version of May, 09, 2022
1. Click and proceed with the “registration” on the following link: https://phd.uniroma1.it/fellowship/loginTest.aspx.
2. Sign in with your personal data and a valid e-mail address. Then choose one or more course preferences (maximum two preferences) and “Proceed with registration”.

Please note that no email of confirmation will be sent to your e-mail address.
3. After having read the information, click on “Proceed with the application form”.

[Image: Proceed with the application form]

PHD LEVEL COURSES (CORSI DI DOTTORATO DI RICERCA)
LA SAPIENZA UNIVERSITY
DOCTORATES, DOCTORAL SCHOOLS:

SAPIENZA UNIVERSITY OF ROME OPENS A COMPETITION FOR THE ACCESS OF FOREIGN STUDENTS TO THE SAPIENZA ‘CORSI DI DOTTORATO DI RICERCA’. ALL THESE COURSES ARE THREE ACADEMIC YEARS LONG (2022-2023 TO 2024-2025, STARTING 2022-2023, NOVEMBER 3) AND COMPARE THE DEGREE “DOTTORATO DI RICERCA”, WHICH IS EQUIVALENT TO THE “DOCTOR PHILOSOPHICUS” (PHD) DEGREE.

The EXPIRATION DATE of the application is 30 May 2022 at 14:00 PM (ITALIAN TIME).
4. Fill in the fields with your personal data and then click on “Proceed with the application form”

Before proceeding with the application form, please verify that all your personal data are correct.
5. Choose the options in the drop-down menus. Please note that, as indicated in the call, Art. 2, “Admission requirements”:

“Applications are open to candidates holding any academic qualification (or graduands who will obtain the degree by October 31st, 2022) obtained by a non-Italian institution, suitable for the access to PhD programmes from a non Italian institution”.

HELP DESK

Being aware of the responsibilities and the penal endorsements established by Italian law for the false attestations and declarations (art. 46 D.P.R. n. 485/2000)
I hereby declare that:

- Have you obtained a Master degree, diploma di laurea specialistica/laurea magistrale/laurea a ciclo unico or any equivalent degree issued ONLY by an Italian institution? (*)
  No

- Have you obtained a degree equivalent to the Italian diploma di laurea specialistica/laurea magistrale/laurea a ciclo unico, or expect to obtain it before October 31, 2022?
  No (*)

(*) If you have obtained a Master Degree, diploma di laurea specialistica/laurea magistrale/laurea a ciclo unico or any equivalent degree issued by an Italian institution and you have also obtained another Master degree issued by a non-Italian institution you are eligible for this call and you have to declare “no”.

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proceed with the next step
6. Fill in the fields with the required data related to your academic career:

a) Select the first option if you have already obtained a Master's Degree and fill in the fields with the required information, as in the example below:

I hereby certify that:

☐ I have obtained an academic qualification abroad by a non-Italian institution which satisfies the entrance requirements for admission to the Doctoral Programme, i.e., a degree equivalent to the Italian laurea a ciclo unico laurea specialistica laurea magistrale.

☐ I expect to obtain an academic qualification abroad by a non-Italian institution (which satisfies the entrance requirements for admission to the Doctoral Programme, i.e., a degree equivalent to the Italian laurea a ciclo unico laurea specialistica laurea magistrale) before October 31, 2022.

Passing degree in:
- [ ] Medicine and Surgery
- [ ] Other

The degree gives access to doctoral studies in the country in which it was obtained.
- [ ] Yes
- [ ] No

Level, type and years of study for degree:
- [ ] Second cycle (Master's Degree), 4 years
- [ ] Other

Date of achievement:
- [ ] January
- [ ] February
- [ ] March
- [ ] April
- [ ] May
- [ ] June
- [ ] July
- [ ] August
- [ ] September
- [ ] October
- [ ] November
- [ ] December

University (or equivalent institution of higher education) name:
- [ ] University of Oxford
- [ ] Other

University (or equivalent institution of higher education) country:
- [ ] United Kingdom
- [ ] Other

[Back] [Proceed with the next step]
b) Select the second option if you are going to obtain your Master's Degree by October 31st, 2022 from a non Italian institution.
7. Upload the required documents indicated in the call:

First, you have to select the file by clicking on “choose file” (secegli file), then click on “upload”.

![Upload form](image)
8. After uploading the file, you can check the document by clicking on "open file". If you want to change the uploaded file, you have to click on "delete file" and upload another one.

Remember that the application will not be complete until all mandatory files are uploaded.
9. After having uploaded all mandatory documents, the system allows you to “submit the application”.

- Before submitting the application, you can modify the uploaded documents by clicking on “click here if you need to modify the upload status”;

- Before submitting the application, you can check and modify your personal data by clicking on “change your personal data”.

In case of mistakes related to first name, last name, date of birth, and e-mail address, you can contact the “HELPDESK” by clicking on the button in the top right of all pages.

Be careful in the selection of files: once you have uploaded the documents and submitted the application, it will be possible no more to modify your application.
10. After having submitted the application, you can print a resume by clicking on “PRINT THE RECEIPT”.

![Application Status Page](image-url)
Below there is an example of receipt:

Call for Applications PhD Level Courses ("Corsi di dottorato di ricerca")
Sapienza University (Doctorates, Doctoral Schools)

<table>
<thead>
<tr>
<th>FIRST AND MIDDLE NAME</th>
<th>LAST NAME</th>
<th>E-MAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of birth:</td>
<td>Sex:</td>
<td>Country of birth:</td>
</tr>
</tbody>
</table>

Apply for

<table>
<thead>
<tr>
<th>First preference</th>
<th>Doctoral School</th>
<th>Programme</th>
</tr>
</thead>
<tbody>
<tr>
<td>Second preference</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Third preference</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

List of documents

- Identity document (PASSPORT) uploaded
- Complete curriculum vitae et studiorum uploaded
- Copy of degree certificate and list of exams with marks uploaded
- Brief statement explaining your Doctoral School choice and your scientific interests uploaded
- 1st letter of reference by university professors or eminent researchers/experts of equivalent status uploaded
- 2nd letter of reference by university professors or eminent researchers/experts of equivalent status uploaded
- Proposal of research project uploaded

Other documents

- List of publications (if any) uploaded

Any further qualification and information

- Language certificate uploaded