

Please note: The official version of this document, '*Regulations for PhDs*', is in Italian and is available on the Sapienza website. This English version has NO legal value and cannot be used for any legal purpose.

R.D. 1248/23

THE RECTOR

HAVING REGARD TO	the art.19 of the law n. 240 dated 30.12.2010, modified with Law Decree n. 5 of 02.09.2012, converted, with amendments, into Law no. 35 of 04.04.2012;
HAVING REGARD TO	Ministry Decree n. 226 of December 14, 2021, published on the Official Gazette General Series n. 308 of December 29, 2021 and came into force on January 13, 2022 ;
HAVING REGARD TO	law no. 33 of 12.04.2022;
HAVING REGARD TO	the D.M. 930 of 29.07.2022 and subsequent FAQs of 10.10.2022 and 12.01.2023;
HAVING REGARD TO	the Regulations for PhDs issued with D.R. n.1000/2022;
HAVING REGARD TO	that as a result of the changes made to article 1, paragraph 16, of law no. 230 of 2005, [...] the reference to "frontal" teaching was replaced with a broader reference to the multiplicity of forms in which teaching activity can actually take place;
HAVING REGARD TO	the Academic Senate resolution n. 47/2022 of 08.03.2022;
HAVING REGARD TO	the Board of Governors resolution n. 76/2022 of 15.03.2022;
	the Academic Senate resolution n. 53/2023 of 03.07.2023;
ACKNOWLEDGED	the need to adapt the Regulations on PhDs to the regulatory changes that have occurred.



DECREES

The modification of the " Regulations for PhDs " in the following points listed below:

- the art. 7 paragraph 3 is amended as follows: *"For the reporting of the teaching activities imparted in the PhD programmes, please refer to the "Regulations on the attribution, self-certification and verification of teaching and service activities to students by professors and researchers pursuant to art. 6 paragraph 7, of the law of 30 December 2010, n. 240.";*
- the art. 8 paragraph 8 is integrated with the sentence *"An amount equal to 50% of a scholarship is paid, starting from the 38th cycle, also to PhD students without scholarship, based on a research period abroad of up to 12 months, which must be previously authorized by the PhD Coordinator and supported by a certificate from the hosting institution.";*
- the art. 15 paragraph 1 is amended as follows: *"Attendance to PhD programmes is compatible with the simultaneous enrollment in degree courses of any level, in medical and non-medical specialization schools, including courses provided by Higher Institutes of Music and Dance Studies. Attendance of PhD programmes is incompatible with the simultaneous enrolment in another PhD Programme and Advanced Professional Course (in Italian called "Master di I e II livello");*
- art.16 bis, paragraph 8 has been abolished.

The emission of a new **"Regulations for PhDs"**, attached to this decree which constitutes an integral part of the same.

This Regulations has been published on Sapienza University of Rome website within the first working day following its emission and comes into force seven days after the emanation date of the Rector Decree.

Prot n. 45509 del 19/05/2023

THE RECTOR

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REGULATIONS FOR PHDS

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Art. 1 – Scope, General Principles ad Definitions

1. This Regulations regulates the operation of the PhD Programmes offered by Sapienza University of Rome pursuant to art.1 comma 1,2,3 of M.D of December 14, 2021, n.226.
2. To organise the PhD Pogrammes, Sapienza follows the principles of the European Chart of Researchers to provide the best conditions to the development, transfer and diffusion of knowledge and technological development, as well as PhD students training and professional development.
3. For the purposes of this Regulations, the following definitions apply:
 - a) “MUR”: Ministry of University and Research
 - b) “ANVUR”: Italian National Agency for the Evaluation of the University and Research Systems
 - c) “University”: Sapienza University of Rome
 - d) “Decree”: Ministry Decree n. 226 of December 14, 2021 on the Regulations for the procedures for accrediting locations and courses for PhDs and criteria for their establishment by accredited bodies
 - e) “PhD”: is the postgraduate degree for university education. It is oriented on scientific research and provides skills and knowledge for a career at university, public bodies, private bodies which include research activities, at a national and international scale, highly qualified professional activities as well as possible access to public administrations or further innovative paths. PhDs last at least three years, exception made for what stated in art 14, co. 5 of this Regulations.
 - f) “PhD School”: manages and structures PhD Programmes with the purpose of enhancing the common ground of the different PhDs
 - g) “PhD Student”: the qualification for students enrolled in a PhD, from their enrolment to the conclusion of their programme, or their withdrawal/exclusion
 - h) “PhD Graduate”: academic qualification for students who attended a PhD and passed the final exam
 - i) “PhD Cycle”: all PhD courses activated in one academic year
 - j) “Accreditation”: procedure in art. 4 and 5 of the Decree.
 - l) “PhD Unit”: office providing technical-administrative support to PhD students.



Art. 2 – Procedure for Establishment/Renewal of PhDs

1. PhDs are presented upon verification of the means in terms of human resources, structures and funds aimed at their management, by: a) The Departments, if newly established.
b) The Coordinator (art. 6-ter), in case of renewal, with favourable opinion of the PhD Board of professors (art. 6-bis) and promptly informed the Department.
2. The names of the programmes and the curricula must correspond to the topics and goals, as well as the learning outcomes chosen for the PhD. They must refer to clearly and extensively defined fields. The PhD Committee composition must correspond to the same topics and goals as well, in terms of the academic sectors to which the professors belong (art. 6, co.2 of the Decree)
3. All PhDs are established by the Rector with a decree, upon resolution of the Academic Senate, with favourable opinion of the PhD Preliminary Committee as following co.4.
4. All suggestions for establishment/renewal of the PhDs are evaluated by the PhD Preliminary Committee, appointed by Rector Decree, upon proposal of the Academic Senate.
The requirements for the members of the Committee, which must be held at the time of the assignation are: researchers must have a scientific official qualification on the basis of the requirements stated by law to access the function of Associate Professor, together with the Coordinator, and must have a scientific official qualification on the basis of the requirements stated by law to access the function of Commissioner in the procedures for awarding the National Scientific Qualification and for the role of full-time professor.
The Rector chooses 3 members from full time professors, one of which will be the Coordinator of the Committee. The Academic Senate chooses 18 members, three for each macroarea. Researchers can be full time or fixed term, the latter decay at the end of their contract. The mandate for the members of the commission lasts three years, renewable only once. PhD Students Coordinators cannot be in the Committee.



5. All suggestions for establishment/renewal of PhDs must be submitted by November 30 each year and align to the guidelines approved by the Academic Senate and the regulation in force.
6. By April 15 of each year the Rector, after consultation with the PhD Preliminary Committee (co.4) presents a division to the Academic Senate among the proposals evaluated, of the places and scholarships available according to the budget allocations, the ministerial indications in the transfer of funds for PhD activities and from the needs of rebalancing, establishing, the criteria to grant the scholarships.
7. The activation of the PhDs is subject to accreditation granted by the MUR, with favourable opinion of ANVUR, according to the procedures indicated in art. 5 of the Decree.

Art. 3 – Agreements and Consortia

1. PhDs can also be accredited in agreement with subjects with specific, broad, original, qualified and continuous activity, in terms of both didactics and research, properly recognized at international level in the scientific sectors of interest for the PhDs. These subjects can also be the administrative headquarters of the courses. In particular, the subjects can be:
 - a) Other Italian or international Universities which can attribute a joint or double PhD qualification at the end of the programme.
 - b) Public or private Italian or international research bodies, holding requisites of high cultural and scientific qualification and equipped with suitable scientific facilities and tools
 - c) Institutions of the higher education and artistic and musical specialisation system, accredited pursuant to Art. 15 of the Decree, which can attribute a joint or double PhD qualification at the end of the programme
 - d) Italian or international businesses conducting research and development qualified activities
 - e) public administrations, cultural institutions and research infrastructures of European or international relevance, for the implementation of specific research and development or innovation programmes.



2. All the agreements for each PhD must guarantee the requirements stated in art. 4 of this Regulations indicating the contribution for each party of the agreement in terms of didactics, economic resources and scientific and operational structures for the sustainability of the programme.

3. For PhDs activated pursuant to this article by two subjects, each funds at least two scholarships; if the subjects are more than two, the subject where is selected the administrative office of the PhD funds at least two scholarships and the other subjects fund at least one.

Art. 4 – Requirements for the Activation of the PhDs

The requirements for the activation of the PhDs and the locations are:

1. Board of Professors composition:
 - a) The PhD Board of Professors is composed of a minimum of 12 members, trying to maintain a gender balance where possible, responding to scientific sectors coherent with the PhD learning outcomes.
 - b) The Board is composed, for at least half of the members, of full-time university professors, and for the remaining by permanent researchers or researchers with fixed-term contracts from Universities or public research bodies, or, in the case of PhDs associated with public research bodies, or researchers holding a role of research manager, first researchers or researchers of the same bodies, without prejudice to the minimum number of professors required. Researchers of the Board must hold a scientific official qualification on the bases of the requirements stated by law to access the function of full-time professor, while the professors of the Board must hold scientific official qualification on the basis of the requirements stated by law to access the function related to their role.
 - c) the members of the Board belonging to foreign universities or research bodies must be in possession of at least the minimum requirements expected by current legislation to access to the functions of full-time professor equivalent to the Italian *seconda fascia*
 - d) without prejudice to a), b) c), Experts, albeit not belonging to universities or public research bodies, in possession of a recognised scientific or



professional qualification in research fields consistent with the learning outcomes of the PhD certified by the Board, can become members of the Board

- e) the aforementioned requirements apply to the PhDs activated pursuant art. 3 of this Regulations.
2. The Coordinator's scientific qualification
- a) The PhD Coordinator must hold a scientific official qualification on the basis of the requirements stated by law to access the function of full-time professor
3. The number of PhD Scholarships
- a) Each PhD Cycle to activate counts of an average of four scholarships for active PhD, non-considering the scholarships assigned to PhD students with an agreement or consortium, without prejudice that for single PhDs the availability of scholarships cannot be less than three.
 - b) For PhDs activated pursuant to this article by two subjects, each fund at least two scholarships; if the subjects are more than two, the subject where is selected the administrative location of the PhD funds at least two scholarships and each other subject funds at least one.
 - c) For every three PhD position with scholarship activated, can be activated one PhD positions without scholarship.
4. Further Requirements
- a) Operational and scientific structures, specific and qualified, to conduct didactic and research activities of PhD students, adequate to the number of scholarships provided, the specific characteristics of the programme, assistance structures, scientific laboratories, adequate librarianship, databases and resources for electronic computing
 - b) The provision of training activities as specified in art. 7 of this Regulations and advanced research activity
 - c) Identification of any curriculum with specific learning objectives and programmes of the activities referred to in art 7
 - d) A quality assurance system for the design and management of PhD education in compliance with the Standards for quality assurance in the European Higher Education Area (EHEA), according to the indications of ANVUR, pursuant to art. 5 of this Regulations



- e) A web page in Italian and English on the website of the Department to which the PhD course refers, clearly indicating the didactic activity planned and conducted, the list of professors and PhD students, their publications and a short annual report on the activity

5. Operating Contribution

The University defines the amount of the operating contribution in favor of the PhD Programmes to be involved for the PhD and for the activities exclusively intended for the proper functioning of the programme itself, to cover mobility needs of PhD students and to meet the expenses related to call for admission and the final exams.

6. The University determines the amount of resources that can be allocated to tutoring assignments pursuant to Law 170/2003 and to mobility abroad pursuant to former Law 389/1989.



Art. 5 – Quality Assessment and Assurance System (VAQ)

1. PhDs are conducted within a quality assessment and assurance system, different from the one for the first and second cycle of university education, aimed at the continuous improvement of the quality of the research environment and PhD training, as well as the transparency and effectiveness of the procedures for the admission, supervision, degree and professional development of PhD students, in order to ensure the accreditation and proper national and international reputation of the programme.
2. The University Quality Assurance Committee and the University Selection Committee, for their own field, manage the definition and the assessment of the criteria and indicators, promote the activation of monitoring systems, assessment and self-assessment, referring in particular to:
 - a) The overall functioning of the Courses and the efficiency in relation to the resources employed
 - b) Internationalisation
 - c) PhD students training
 - d) PhD students research activities
 - e) Working outcomes
 - f) The permanence of the requirements for accreditation also by consulting the evaluation surveys of the PhDs referred to in Art. 16 par. 11 of this Regulations
 - g) The number of additional scholarships activated through agreements or obtained through participation in regional, national or international calls.

Art. 6 – PhD Programmes Bodies

The Board of Professors and the Programme Coordinator are PhD bodies.

Art. 6 bis – Board of Professors

1. The Board of Professors is composed of at least twelve professors, pursuant art. 4 co. 1 of this Regulations.



2. Every further modification in the Board composition is deliberated by the Board itself. All modifications are communicated to and acknowledged by the PhD Sector and the Department involved.
3. For Professors and University researchers as well as for researchers from public research Bodies working in another University or Body, participation in the Board is subject to permission of the structure they refer to. Professors and researchers at Sapienza need authorisation from the Board of the Department they refer to. Any rejection must be motivated.
4. The Board of Professors is in charge of the definition of the outcomes, organisation and conduction of the PhD. It is responsible for the scientific, organisational and didactic evolution of the programme. Every member of the Board can participate in one single Board on a national scale. They can participate in a further Board only if it refers to a PhD organised as associated, pursuant to art. 3, co 2 of the Decree, including the industrial PhD programmes referred to in art. 10 and the PhDs of national interest referred to in art. 11 of the Decree. The minimum number of members remains equal to 12.
5. For the functioning of the meetings of the Board, there are explicit references to the norms referred to, if compatible, in chapter V of the University General Organisation Regulations, issued by Rector Decree n. 1141 of April 28, 2021 and further modifications.
6. The Board of Professors manages, in particular:
 - a) approval of agreements with universities, research bodies, international institutions, companies for joint supervision as well
 - b) definition and criteria for the evaluation of the PhD admission tests (art 11. And 12)
 - c) individuation for each PhD student of a supervisor and one or more cosupervisors
 - d) planning of learning activities for each academic year and each PhD (art. 7)
 - e) terms and methods of annual verification of the activities conducted and the outcomes of PhD students
 - f) admissions to subsequent academic years



- g) students exclusions and PhD interruptions pursuant to art 16. bis
 - h) possible acceptance of the application for joint attendance of a medical specialization school (art. 15);
 - i) dissertation choice and development
 - j) admission of PhD students to the final exam
 - k) authorisation for activities compatible with the PhD
 - l) Identification of evaluation criteria for PhD dissertation (art. 18);
 - m) Identification of members of the Selection Committee for the admission test (art. 13) as well as the exam Committee for the final exam (art. 20) to be approved by the Department Board
7. The supervisors and co-supervisors referred to in the previous co. 6 lett. c) of which at least one of academic origin, chosen by the Board also among external subjects, provided that at least one is in possession of the requirements expected from the members of the same Board, coherent to the scientific disciplinary sector, assigned in accordance with the learning outcomes of the PhD and experienced in supervision of researches to support PhD students during their activities for dissertation drafting.
The supervisors and co-supervisors must guarantee a number of years of service equal to at least the duration of the PhD. Otherwise, the Board of professors guarantees a new supervisor to support PhD students until graduation.
8. Academics involved in the teaching activities of the PhD can participate in the meetings of the Board, with no right to vote, if invited by the Coordinator.
9. PhD didactic and certified tutoring activities of the members of the Board occurs in compliance with the University obligations pursuant to the University Regulations.

Art. 6 ter - Coordinator

1. The Board chooses a Coordinator among its members, who refers to Sapienza or a University or Consortium in agreement pursuant to art 2 of this Regulations.



2. Coordination is entrusted to a full-time first-level professor or, in the case of justified unavailability recorded in the voting report, to a full-time second-level professor having the requirements established by current legislation for access to functions as a full-time professor. Members of the Board can be Coordinator in one Board only on a national scale.
3. Pursuant to art. 2 comma 11 of Law of December 30, 2010 n. 240, passive electorate for academic positions is for professors who ensure a number of years of service at least equal to the duration of the mandate before their retirement date.
4. The Coordinator is elected with Rector Decree, their mandate lasts three years and cannot be immediately re-elected more than once.
5. The Coordinator calls and chairs the meetings of the Board and uses the operating funds of the PhD referred to in the previous art. 4 point 5 in compliance with the expense procedures.
6. The Coordinator authorises PhD students to spend part of the programme in Italy or abroad for research purposes.

Art. 7 – Skills and Educational Activities

1. The PhD provides students with the skills necessary to conduct highly qualified research activities at universities, public bodies or private institutions, at a national or international level, as well as with public and private to access to careers in public administrations or the integration of highly innovative professional paths as well as freelance activities.
2. PhDs organise training, language and IT improvement activities, as well as activities organised in the field of didactics research management and knowledge of national and international research systems, including knowledge of competitive calls, the enhancement and diffusion of research results and intellectual property, open access to research data and products and the fundamental principles of ethics and integrity.



3. For the expense report of the PhD programmes didactic activities, please refer to the “Regulation for the allocation, self-certification and checks on didactic activities and students affairs by professors and researchers pursuant to art 6, ph. 7 of Law n. 240 of December 30, 2010”
4. The PhD training referred to in co 2, in coherence with the principles and guidelines shared at European level, shall allow for:
 - a) independent elaboration, design, implement and adaptation of research or innovation programmes, including competitive programmes
 - b) conduction of critical analysis, evaluation and summaries of new and complex ideas and processes in research institutions, production system, public administration and in the field of freelances
 - c) contribution through the acquisition of new scientific and soft skills, to the pursuit of the Sustainable Development Goals identified by the General Assembly of the United Nations, to the goals indicated in the 2030 Agenda for Sustainable Development and their declinations in European policies
 - d) contribution to the realisation of a European Higher education Area – EHEA considering the Standards and Guidelines and Quality Assurance
5. PhD training, pursuant to co. 2:
 - a) pursues the progress of knowledge through training in basic and applied research, as well as excellence on the basis of academic standards established through peer review procedures
 - b) is conducted in an attractive and critically stimulating institutional environment, in which PhD students can acquire autonomy and responsibilities useful for the continuum of their professional career
 - c) promotes interdisciplinary, multidisciplinary and cross-disciplinary training opportunities, including in non-academic fields, such as the industrial sector, public administration, services and cultural institutions, involving sector experts in training activities
 - d) contributes to the strengthening of cross-national and international relations in the field of research, also through the activation of joint PhDs and forms of joint supervision, and ensures periods of mobility abroad of a duration suitable to the fulfillment of the PhD project developed by students



- e) provides for the acquisition of soft skills in order to facilitate their transfer and development in scientific and professional fields
 - f) guarantees high-level training activities, conducted also within laboratories or research infrastructures of European level and interest. Each Board defines a yearly educational activity plan which completes the students' scientific knowledge. The plan includes high qualification seminars, journal club and further activities spread among the academic years with an indication of the attendance requirements, the methods of conduction and knowledge assessment, skills and abilities acquired and the related ECTS.
6. the activities conducted by the PhD students in one or more locations are certified by a document attached to the final diploma (diploma supplement).

Art. 8 - Scholarships

1. The University selects for each year the amount of funds to invest for scholarships, considering also the funds acquired through fundings from public/private bodies and other university locations.
2. The University awards PhD places and scholarships according to the following criteria:
 - a) The places are awarded after comparative evaluation of merit
 - b) The scholarships are awarded according to the ranking
 - c) In case of equal merit, prevails the evaluation of the equivalent economic situation, in agreement with the regulations in force
3. Scholarships have a duration of at least three years and are renewed annually, subject to verification of the requirements to benefit from scholarships and subject to admission to the subsequent year of the PhD by the Board of Professors.
4. The scholarship is due for the entire legal duration of the course. In the event of definitive and irrevocable withdrawal of the scholarship for personal reasons, the remaining months are attributed to the first winner of a position without a



scholarship in the ranking. The amount of the PhD scholarships cannot be less than that determined by regulations in force and is fixed by Rector's Decree.

5. The PhD scholarship is subject to the payment of INPS social security contributions under separate management (Italian *Gestione separata*) pursuant to art. 2, co. 26, of law n. 335, and subsequent amendments, to the extent of two thirds paid by the administration and one third by the scholarship holder. PhD students benefit from the related rights.
6. If the PhD student is suspended or excluded from the PhD pursuant to art. 16bis or due to incompatibility, the scholarship is not due.
7. The instalment of the scholarship is monthly.
8. The amount of the scholarship is increased by 50% for any periods of study or research abroad which must be authorised by the Programme Coordinator and verified by a certificate from the host institution, for a period not exceeding 12 months. The documents must be sent to the PhD Sector at the end of the activity abroad. The period abroad can be extended to a maximum of 18 months for Joint PhDs with foreign bodies. From the 38th cycle, PhD students without scholarship will also have access to an amount equal to 50% of a scholarship for a research period abroad not exceeding 12 months which must be authorised by the Programme Coordinator and verified by a certificate from the host institution
9. The gross annual personal taxable income to be eligible for the PhD scholarship cannot exceed the amount of the scholarship itself and can be updated by Rector decree
10. The cases for total or partial incompatibility for the use of the scholarship are established by current legislation and by the following art. 15 in case of incompatibility, the scholarship for the period for which it was received must be returned. The refund refers to the whole academic year, or to a fraction.
11. During the joint attendance year, according to art. 15 of the Regulations, PhD students will not receive the scholarship.



12. Each PhD student is ensured an additional budget for research activity in Italy and abroad adjusted to the type of PhD programme and corresponding to not less than 10% of the amount of the scholarship itself. The additional budget is in addition to the scholarship and within the financial resources existing in the University budget. This specific contribution considered for the individual PhD student is accounted for on a yearly basis in the application form for funding. If the evaluation of the PhD student access to the subsequent year is negative for the purposes of renewal of the scholarships, or if the student renounces to the PhD, the remaining amount of the scholarships is intended to be invested within the same goals. For PhDs of national interest, the fee invested to support research and training activities out of the ministerial co-financing, is increased by 20% of the total amount of the scholarship.
13. Without prejudice to the verification procedures relating to the completion of the activities organised by the PhD programme, the provisions referred to in commas 8 and 12 do not apply to international PhD students who receive scholarships or financial support in the context of specific mobility programmes.

Art. 9 – Contribution and Exemptions

1. 1. Students enrolled in PhD programmes must comply with the fulfillment required to confirm enrolment to the subsequent years, following the procedures established by current law.
2. PhD students enrolled with a University scholarship, as well as those who have a scholarship granted for the entire duration of the PhD provided by any private or public body, Italian or international, are exempt from paying the regional tax, but not from paying the stamp duty.
3. PhD students enrolled without scholarship will pay both the regional tax and stamp duty.

Art. 10 – Call for Application



1. Admission to PhDs is annual and determined on the basis of a public Admission Evaluation. The call is generally published by May 31st every year.
2. The University, upon resolution of the Governance Bodies, may issue another call for applications for admission to the same academic year, if significant funds are subsequently made available and destined for PhD programmes/scholarships in the context of national or international collaborations.
3. Admission calls are issued by the Rector, followed by official communication on the *Gazzetta Ufficiale*.
4. The Call for Application must indicate:
 - a) Number of positions available for each PhD
 - b) Number and amount of each scholarship as well as the agreements activated with companies, industrial PhDs and high-level apprenticeship contracts, any other forms of financial support, drawn from research funds or other resources, and the number of contributions payable by PhD students
 - c) Date and location for the admission test, if already decided, or the convocation modalities
 - d) Access and qualification assessment criteria
 - e) Admission Tests procedures
5. The Call may provide for a pre-evaluation through a written test based on shortanswer or closed-ended tests on the basis of international models, if the number of applications exceeds the limit stated in the Call itself.
6. Reserved scholarships may be allocated to candidates who have obtained the qualification required for admission to the PhD programme at international Universities, possibly providing for different admission procedures and separate rankings.
7. The Call for Admission, drafted in Italian and English, is published on the website of the PhD Sector and advertised on the European website Euraxess and on the MUR institutional website.

Art. 11 – Admission Requirements

1. Applications can be submitted without citizenship restrictions by candidates in possession of a Master's Degree (previous or current academic system) or a suitable second level academic qualification obtained abroad, within the call deadline. The suitability of the foreign qualification is evaluated by the Selection



Committee (Art 13) in compliance with the legislation in force in Italy and in the country where the qualification was issued and with international treaties or agreements regarding the academic qualification evaluation.

2. Candidates obtaining the degree between the date of submission of the application and the enrolment date indicated in the Call are conditionally admitted to the admission tests. The achievement of the degree will be communicated to the University according to the modalities expressed in the call, under penalty of admission failure.
3. Candidates who have already obtained the PhD can be admitted to a second PhD programme, after passing the admission tests, provided that the topics and scientific-disciplinary sectors of the second PhD are different from the one already completed. Students who already benefited from a scholarship in Italy cannot be granted with another scholarship for a PhD in Italy in any case.

Art. 12 – Admission Exam

1. Specific methods and criteria for the admission tests which will be evaluated by the Selection Committee referred to in the following art. 13 must be indicated, except for the provisions of art. 14 co. 1 letter b) for international citizens.
2. Each Board of Professors can choose the admission criteria and modalities for the PhDs, within the deadlines for the publication of the Call, following in any case the selectivity and transparency criteria as well as an appropriate comparative evaluation of the candidates.
3. Each Board can also add extra scores, within the deadlines for the publication of the Call, to enhance specific skills and training experiences gained by candidates such as Erasmus, dissertation drafting or specialisation periods abroad conducted by the candidate even during their Bachelor's or Master's Degree.
4. To participate in the evaluation, candidates are required to pay a contribution fee, which amount is approved by the academic bodies, and will not be returned under any circumstance.



5. The criteria and methods referred to in this art are made public through publication on the University website. The competition notice indicates the programmes that have their own independent admission regulations.
6. The evaluation will assess candidates' preparation, skills and aptitudes for scientific research and their personal motivations, on the basis of the evaluation of the curriculum and a research project, possibly inspired by the dissertation work, on any written test, including internationally recognised tests, as well as an interview.
7. The PhD project must be structured according to a standard framework, it is relevant for the purposes of admission and will not limit the choice of the Ph dissertation
8. The admission tests can be completed for all candidates in English, if requested by the Board of Professors
9. PhDs of the linguistic areas can request a further oral test, before the interview, to assess proper knowledge of the specialisation language for the PhD the candidate applied to. This test will be assessed by a university professor or qualified expert. The admission calls may provide for the admission of suitable candidates in case of waiver from candidates or availability of additional funds, within three months from the start of the programme.

Art. 13 – Selection Committee

1. The Selection Committees for the Calls for Admission to PhDs are appointed by Rector Decree or by a delegate and are composed of no less than three regular members and three substitutes chosen between professors and researchers in Italian and foreigner universities, as well as Public research bodies, with specialised skills in the fields of interest of the PhD.
Where possible, the Committees have a balanced composition by gender. In the event of PhDs in agreement with private bodies, the committees can also be supplemented by an expert working for said bodies having the same role of the other members.
2. The members of the Selection Committee are chosen by the Department Boards from a shortlist of at least six names indicated by the Board of Professors



3. For any PhD, including international PhDs, members of the Selection Committee cannot be regular members of the same PhD for two subsequential cycles.
4. For PhD structured on several curricula the competition and the Selection Committee are in any case unique, as is the final ranking. The activation of the single curriculum depends on the placement in the ranking of the winners, according with their choice.

Art. 14 – Supernumerary Admission

1. Candidates who can be admitted in supernumerary without scholarship, if they participate in the competition and pass the admission tests, and without prejudice to the proportion between the number of positions with scholarship and without scholarship referred to in art. 4 co. 3 lett. c):
 - a) Employees of public administrations, who can benefit from leave from work provided for by collective bargaining for the normal duration of the programme, for employees under public law, extraordinary leave for study purposes compatibly with the needs of the administration pursuant to art. 2 of the law of 13 August 1984, n. 476 and subsequent amendments, with or without grants and unless explicitly waived, only if enrolled for the first time in a PhD, in any field. The right to the budget for the research activity referred to in Art 8, co 12 remains unaffected
 - b) International students, having the eligibility requirements stated in art. 11 co 1, which do not intend to compete for the scholarships announced by Sapienza, or the increases provided for by art. 8. For such purposes, candidates must apply within the deadlines stated in the call indicating their willingness of being admitted as supernumerary. Candidates should also provide with the application the documentation on the study plan and on the results achieved as legally indicated in the call. They can require to be assessed according to their dossier or through an interview. The dossier must contain all evidence for the evaluation of the candidate's scientific potential and, in particular, an adequate research project (written in Italian,



English or French). The interview will be at the same time as the oral exam for the other candidates, unless differently communicated to the candidate.

Art. 15 - Incompatibility, Joint Frequency and Cumulation Prohibitions

1. Attendance to PhD programmes is compatible with simultaneous enrolment in another Bachelor's or Master's Degree, in Specialisation Schools both medical and non-medical, including those provided by the Higher Institutes of Music and Choreutics Studies. Attendance to PhD programmes is incompatible with simultaneous enrolment in another PhD programme and Advanced Professional Courses
2. Attendance to PhD courses is incompatible with the role of university professor under contract due to the ownership of courses and didactic modules.
3. It is responsibility of the Board of Professors to authorise PhD students to conduct paid activities, verifying their compatibility with effectiveness of the activities (didactic and research). In particular, it remains understood that for PhD students with scholarships the paid activities must be limited to those related to the acquisition of skills relating to the training area of the PhD (for example, medical guard duties for PhD students in the medical area); for PhD students without scholarship, any incompatibility deriving from working activity must in any case be assessed without causing a behaviour that damages constitutional rights, such as the right to study for capable and deserving students who don't have resources.
4. The Scholarship cannot be cumulated with research grants or other scholarships awarded for any reason, except those granted by national and foreign institutions useful for integrating the PhD student's activity with stays abroad and with funds referred to the MUR Youth Fund.
5. It is expected joint attendance of the PhD with a medical specialisation programme with consequent reduction of the PhD to a minimum of two years in compliance with the following general criteria:



- a) compatibility, also in consideration of the distance between the locations, of the activities and commitment provided by both the specialisation school and the PhD, certified by the board of the medical specialisation school and by the board of the PhD
- b) incompatibility between the PhD scholarship and any fee received in relation to the activities of the specialisation school
- c) In the cases of joint attendance referred to in this article, the application for a reduction in the PhD activities is accepted by the Board of professors or the PhD after a positive assessment of the coherence of the research activities already conducted in the medical specialisation programme, with the PhD project.

For the purpose of acceptance of the application referred to in this comma, the opinion of compatibility expressed by the Board of the specialisation school, the PhD project with the educational purposes of the specialisation school itself is required. If the application referred to in this comma is accepted, the PhD course has a duration of no less than two years. Any rejection must be motivated in written form.

Art. 16 – PhD Students Rights and Duties

- 1. Admission to the PhDs require an exclusive and full-time commitment, for the entire legal duration of the programme, which modalities are defined in agreement with the Board of Professors
- 2. Every year, by October 31, the Boards evaluate the activity of PhD students for the admission to the following academic year, highlighting the progress of the activity selected.
- 3. PhD students must enrol in the subsequent academic year by 30 November of each year. Each student shall report the activity conducted to ensure their access to the subsequent academic year.
- 4. PhD students shall follow the educational and research activities planned by the Academic Board for each academic year and submit the papers and results produced within the deadlines and according to the modalities established by the Board.



5. As a part of their project, subject to the authorisation of the Board of Professors and without increasing the amount of the scholarship, PhD students can be involved in activities such as tutoring, voluntary or paid, for students enrolled in Bachelor's and Master's Degrees, as well as, within the limit of forty hours for each academic year, supplementary teaching activities relevant to the subjects covered by the PhD. For the activities referred to in this comma, PhD students are paid the grants referred to in Art 1, comma 1, letter b) of the decree law of May 9, 2003, no. 105, converted with modifications, by the law of July 11, 2003, n. 170.
6. This activity does not include participation in graduation commissions or the replacement of full-time professors, nor the provision of courses. PhD students in the medical area can participate in clinical-assistance activities aimed exclusively at the purposes of their research project.
7. The PhD training may include a period of study abroad and internships in public and private bodies for periods of a total duration not exceeding half the duration of the PhD programme.
8. The interventions expected by current law on the right to study are extended to PhD students
9. PhD students hold a free email address provided by Sapienza. All communications by the PhD Coordinator and Offices via email are to be considered as valid. Communications on specific provisions with consequences on the rights of the students will be forwarded according to the deadlines and modalities of the regulation in force.
10. To achieve the PhD degree, it is necessary to access the Catalog of University Publications and upload the data relating to their scientific production.
11. At the end of the PhD, students are required to complete the evaluation questionnaire of the PhD attended.



Art. 16 bis – Exclusions, Suspensions and Freezes, Extensions

1. In the event the PhD students fail to meet the outcomes required to pass to the subsequent academic year or to conclude the PhD, the results of the evaluation tests are not satisfactory, students result unjustified absent and/or for an extended period or their actions are incompatible with the norms of the structures of the PhD and the deontology of research, the Board can notify, justify and exclude the PhD student from the programme. Such resolution must be approved by the absolute majority of the members of the Board who hold the right to vote and with the participation of the PhD Representatives (art 17). From the date of the resolution the scholarship is suspended.
2. The PhD student is legally notified of the start of the exclusion procedure within 15 days from the date of receipt of the notification, if they consider their rights violated, students can contact the University Student Ombudsperson who may intervene on the basis of motivated requests.
3. The Student Ombudsperson can acquire documents, speak to witnesses or start any action deemed as necessary. After that, they can ask the Board of Professors to reconsider their decision.
4. If the Board confirms the decision and the Ombudsperson considers this choice illegitimate, they can transmit the documents to the Rector who submits them to the Academic Senate for a definite decision on the case. If the PhD student is readmitted, the Board of Professors decides on their readmission and at the same time the scholarship is reactivated. At the end of the programme, and before the discussion of the dissertation, the PhD student will retrieve the suspension period amount of scholarship not used.
5. After a written request from the PhD student, the attendance of the programme can be suspended, for a maximum of six months, upon approval by the Board of Professors, in the following cases:
 - a) military service or civil service
 - b) study or short-term work opportunities that are not incompatible with a resumption of the activities of the PhD
 - c) serious and documented illness
 - d) caregivers of beneficiaries of Law n. 104/92.



It is not possible to benefit from suspensions of monthly fractions.

6. PhD students are subject to the dispositions for the protection of parenthood referred to in the decree of the Minister of Labor and Social Security of 12 July 2007, published in the Official Gazette no. 247 of 23 October 2007.
7. In the event of suspension, the Board may define terms, conditions, or verifications, compatibly with the intermediate evaluation deadlines, granting the passage to the following years subject to the complete recovery of the suspension period and the completion of the legal duration of the course. During the suspension PhD students will not benefit from the scholarship or any equivalent fund. At the end of the suspension the scholarship will be supplied upon attendance on the programme up to the total duration of the scholarship itself.
8. With proven reasons that do not allow PhD students to present their dissertation within the deadlines, the Board of Professors may grant, upon request of the student, an extension of a maximum of twelve months, without additional fees.
9. The Board of Professors can also grant an extension of a maximum of twelve months, by the end of the second year of PhD, with proven scientific necessities and with the approval of the Academic Senate and the Board of Governors. Such extension corresponds to the corresponding extension of the scholarship with the funds held by the Department to which the PhD programme refers to, or the curriculum if the programme has been structured on more curricula from different Departments.
10. The extension and suspension periods referred to in commas 5, 6, 9 and 10 may not exceed in aggregate a duration of eighteen months, except for specific cases provided for by law.

Art.17 – Representation of PhD Students



1. Limited to organisational, didactic matters and related to the criteria for the use of operating funds, or the matters governed by Article 16-bis, two PhD students elected by the students themselves participate in the meetings of the Board. These students may or may not correspond with the representatives on the Board of Department.
2. The representation of PhD students on the Board of Department is governed by the Regulations pursuant to the provisions of art. 11 of Sapienza Statute.

Art. 18 – PhD Dissertation

1. Candidates, at the end of the legal duration of the PhD programme, must discuss the dissertation for final evaluation of the PhD and graduation. The final exam sessions end on January 30, May 30, September 30 of each year.
2. Admission to the final exam, together with the presentation of the Board, must be communicated to the PhD Unit at least one month before the date of the discussion, together with the indication of the disciplinary sector chosen by the PhD students, in the event that more scientific-disciplinary sectors were identified for the PhD.
3. The dissertation is drafted in Italian or English, or in another language upon authorisation of the Board of Professors which shall be summarised in English.
4. The dissertation, together with the report on the activities conducted during the PhD and on any publications, is evaluated by at least two highly qualified evaluators, of which at least one university professor, appointed by the Board of Professors, also belonging to foreign institutions, external to the subjects who have contributed to issue of the PhD degree.
5. Within forty-five days from receiving the dissertation, the evaluators express a written analytical evaluation, proposing admission to the public discussion or postponement of the dissertation discussion for a period not exceeding six months if significant additions or corrections are deemed as necessary. After this period, the dissertation is admitted to discussion, together with a new written evaluation from the same evaluators, considering the additions and corrections.



6. The public discussion of the dissertation is in the presence of an examination Committee whose members are defined by art. 20 of the Regulations.
7. At the end of the discussion, the dissertation is approved or rejected, with a written motivation. The Committee, unanimously, can attribute the honours if the results of the project are particularly relevant to the scientific community.
8. The PhD final exam can be taken only once.
9. In the case of EU and international projects, specific organisational procedures and methods considering the characteristics of the individual projects may be planned, provided that the projects are activated within the framework of accredited PhDs.
10. Within fifteen days from the discussion the PhD graduate must deposit a digital copy of the dissertation in the University database which will transmit it to the National Libraries of Rome and Florence.
11. Subject to the authorisation of the Academic Board, parts of the dissertation may be made unavailable in relation to the use of data protected by trade secret in accordance with current legislation.

Art. 19 – Ownership of Results, Confidentiality and Data Processing

1. The intellectual and industrial property rights on any results achieved by the PhD student, including but not limited to software, industrial inventions that can or cannot be patented, know-how, models, data and data collections, are regulated in accordance with current legislation and the University regulations and possibly, on the basis of what is established in the individual agreements with universities, companies or Bodies involved.
2. PhD Students must comply with the regulations on the subject of personal data protection and specific University regulations.
3. PhD students are required to maintain confidentiality in relation to information, data and documents of a confidential nature which they may become aware of for the purpose of their activity and/or on behalf of the University, or other bodies or companies involved.



Art. 20 – Committees for the Awarding of the Title of PhD Graduate

1. The Examination Committees are appointed by Rector Decree or delegate and are composed of three members chosen among professors and researchers from the didactic areas to which the PhD refers to.
2. In any case, the committee is composed for at least two thirds of subjects not belonging to the administrative headquarters of the programme and for no more than one third of members belonging to the subjects participating in the PhD pursuant to the Decree. In any case, the committee is composed of at least two thirds of members of academic origin.
3. For dissertations on specific subjects, the committee can be integrated by two experts, national or international, chosen among public and private research bodies.
4. The members of the Examination Committee are chosen by the Department Board from a shortlist of at least six names indicated by the Board of Professors, which also reports three alternates and any experts.
5. The same professor cannot be a member of the Examination Committee for two subsequent cycles.
6. In case of adequately motivated resignation of the members of the Committee, they will be substituted by the alternate members already included in the same decree of constitution.
7. For multidisciplinary PhDs, the Board of Professors can identify more scientific areas within the same PhD and therefore a plurality of Examination Committees.
8. The title of PhD graduate is usually reported as PhD and is provided after positive evaluation of the PhD dissertation as it adds knowledge and methodology to the field of research chosen.



Art. 21 – PhD Schools

1. For a better organisation at a third level of university education can be established PhD schools.
2. PhDs shall propose the establishment of PhD schools, which will be approved by the Academic Senate, with favourable opinion of the Departments of reference.
3. At the time of establishment, the schools declare the PhD they refer to.
4. The organs of the school are School Director (hereinafter, Director), School Assistant (hereinafter Assistant), School Executive Board (hereinafter Executive Board).
5. The Director represents the school and coordinates its activities, chairs the Executive Board, is elected by the Executive Board with absolute majority among the members of the Board of Professors belonging to schools, with Coordinator requirements.
6. The Director is in charge for three years, and not renewable more than once.
7. The Executive Board is composed by the Coordinators of the PhD programmes the school refers to, fully protecting the scientific and cultural autonomy of each PhD, and has the following duties:
 - a) Election of the Director
 - b) Definition of the general guidelines of the School
 - c) Support of periodical brainstorming among the PhDs
 - d) Promotion of the coordination of the teaching and cultural activities of every PhD, identifying in particular those that can be shared among the different programmes
 - e) Definition of the general and cultural topics and following promotion and organisation of the activities promoted by the School and the PhDs'
 - f) Promotion of didactic and research agreements with Universities, Bodies, Institutions and national and international research Centres and companies



- g) In compliance with the decision-making power of the University, conduction of an initial preliminary activity regarding the activation or deactivation of programmes/curricula and related requests for locations and scholarships
 - h) Approval of any modification in the School Regulations
8. The Board deliberates:
- a) By majority, what concerns specific activities of the School
 - b) By absolute majority, what concerns the election of the Director
 - c) By two-thirds majority of the members with right to vote for subjects related to modifications of the School Regulations, deadlines for funds and changings in the equipment.

Art. 22 – Industrial PhD and Higher Education Apprenticeship

1. During the initial accreditation of the PhD, or later, Sapienza can request the activation of the Industrial PhD qualification for PhDs activated on the basis of national or international agreements with companies conducting research and development activities.
2. The agreements referred to in Co. 1 regulate:
 - a) Coordination of teaching and research activities between parties
 - b) Conduction modalities of the research activities in the company, with regard to the possible positions covered by the employees, the distribution of the total commitment of the employee and the duration of the PhD
 - c) Promotion of the results of technological transfer and research development to affiliated businesses
 - d) Intellectual property and results of research.
3. The Calls for the admission to Industrial PhDs in accordance with the guidelines defined at European level and with the development strategies of the national system, may:
 - a) Have specific requirements for the development of the research activities such as interdisciplinarity, participation in international and intersector networks with particular reference to enterprises



- b) Allocate part of the positions available to employees in business or affiliated bodies involved in highly qualifying activities who are admitted to the PhD upon evaluation.
- 4. In any case, it is possible according to Art. 45 of Legislative Decree of 15 June 2015, no. 81, to activate apprenticeship contracts aimed at training within the industrial PhD while ensuring the prevalence of research activity. Such contracts are equivalent to PhD scholarships for the purposes of the minimum numbers to favour the PhD activation.

Art. 23 – PhD of National Interest

- 1. Sapienza promotes and favours national cooperation for PhDs. It stipulates agreements with at least four subjects such as universities and research institutions highly qualified and internationally recognized, national and international, to create highly qualified PhDs and allow access to research infrastructures suitable for the conduction of the PhDs research projects.
- 2. The aforementioned agreements regulate:
 - a) The goals for the national PhD, in particular for the primary areas of intervention of the National Recovery and Resilience Plan, or of the National Research Program or related National Plans
 - b) Sharing modalities for the educational and research activities
 - c) Financial support regulation modalities, considering that every PhD cycle counts at least thirty scholarships and that the amount for support of research and training activities of the PhD is increased by Ministry cofunding by twenty percent of the amount of the scholarship
 - d) Mobility and exchange modalities for professors and PhD students
 - e) Any kind of joint activity
 - f) Scholarships are distributed upon evaluation of candidates by a commission ensuring proper participation to the competition to international candidates and candidates external to existing agreements.

Art. 24 – International Cooperation

Sapienza promotes and supports international cooperation within PhDs. For this purpose, Sapienza promotes inter-institutional agreements with international



universities, defining the modalities for cooperation, double/multiple PhD degree. In particular, Sapienza stipulates agreements with international universities for PhD joint dissertation, for international mobility and the activation of international PhDs.

Art. 25 – Joint PhD

1. The agreements discipline the methods of implementation of the joint programme and are stipulated in favor of individual PhD students subject to the approval of the Board of Professors, in compliance with the following conditions:
 - a) Draft of the dissertation in alternate periods, of almost equivalent duration in both involved bodies.
 - b) Election of two dissertation Directors, one for the Italian aspect, and the other for the cooperative university who both follow the PhD students' research activity and evaluate their dissertation through a written report. Positive evaluation of both Directors is the condition for the admission to the final exam. For the Italian part, the dissertation Directors can both belong to Universities other than Sapienza.
 - c) Both the discussion and the dissertation must partially be in the cooperating university language or in a language agreed by the two parties.
 - d) The Selection Committee appointed by the Rectors of the two Universities is composed by at least four academics (or in an even number) chosen by the Universities, excluded the Dissertation Directors who can participate in the dissertation but not in the evaluation.
 - e) After positive evaluation from both institutions and positive report from the Selection Committee, the students will be awarded with the double PhD Degree. The full title will report "Joint dissertation with University"
 - f) Joint PhD dissertation can be activated by the eighteenth month from the beginning of the programme. After the deadline, the Board of Professors can authorise the activation of a joint dissertation in the event of particular scientific interests. The Board will have to approve the extension of the final exam by one year.
 - g) By October 31 of every year, the Board of Professors will evaluate the activities of joint PhD dissertation as well, for the admission to subsequent academic years.



Art. 26 - “Doctor Europaeus” Mention

1. “Doctor Europaeus” is an additional mention to the PhD title provided at a national level. It must comply with the conditions of the Rectors Conference recognised by the European University Association (EUA).
2. The “Doctor Europaeus” certification will be provided by the University, by request from the PhD graduate, upon resolution of the Board of Professors if the following conditions apply:
 - a) The evaluation on the dissertation has to be drafted by at least two professors from European Universities other than the one where the dissertation discussion occurs.
 - b) At least one member from the Selection Committee must come from a European country other than the one where the dissertation occurs.
 - c) Part of the dissertation discussion must be in one of the European official languages other than the one of the countries where the dissertation occurs
 - d) The research subject of the dissertation must be partially conducted during at least three months stay in a European country other than the one of the PhD

Art. 27 – International PhDs

1. If the organisation system of the universities allows it, specific inter-institutional agreements may institute International PhDs.
2. The requirements for the activation of international mobility PhDs with the purpose of an additional certification to the title of PhD graduate, are the same as for the national PhDs.
3. The inter-institutional agreements for international PhDs with the purpose of double/multiple or joint title must comply to the following:
 - a) reference to the PhD regulatory framework of the cooperating countries/institutions
 - b) scientific project and study plan sufficiently structured and explained that highlight the reasons that make appropriate the establishment of an international PhD
 - c) the Board of Professors will be composed by no less than twelve professors, no more than half of which shall be researchers, or in an equivalent position



in international bodies and belonging to macro-areas coherent with the learning outcomes of the PhD, holding international reputation and documented scientific production. Their presence shall be balanced with a number of academics from the proposing Universities. Under any circumstance, Sapienza Academics shall never be of less than three.

- d) The programme Coordinator will be appointed by the Board of Professors.
 - e) The contribution in terms of material and financial resources in any form (scholarships, operating expenses, use of locations and laboratories), must be balanced between the Universities, without destination restrictions as to nationality of PhD students who directly or indirectly use the resources. Provided that the contribution in terms of scholarships cannot be less than four
 - f) The admission procedures must ensure proper assessment of the candidates on non-discriminatory basis. Specific procedures and criteria for admission to international PhDs, determined by the Board of Professors, must be expressly indicated in the call, however respecting the principles of selectivity and transparency as well as suitable comparative assessment of candidates regardless of their nationality
 - g) The inter-institutional agreements must indicate the criteria for the composition of the Admission Committee, which must be composed by academics chosen by the participating institutions. The academics may also not belong to the Universities who request the PhD. Nobody can be appointed in a Committee more than once every three years
 - h) The final Selection Committees are composed by professors chosen by the participating Universities according to the modalities stated in the interinstitutional agreements. Any member cannot be appointed in the Committee more than once every two years
- For anything not expressly indicated, please refer to the specifications of the inter-institutional agreements.

- 4. Establishment and renewal propositions of inter-institutional agreements shall undergo the favourable opinion of the Department Board. Sapienza's bodies will evaluate the proposals, upon approval of the PhD Programme Commission (art 2 co. 4) that will also express an opinion on the consistency of the text of the agreements with the criteria referred to in the previous comma and, in the event



of renewal, on the basis of a written report on the progress of the PhD and on the results obtained in the previous three years. Sapienza may contribute to the operating costs, either financially or with the availability of other resources or scholarships.

5. Existing international PhDs must comply with the above provisions at the time of renewal of the existing agreement. Under any circumstance, it remains the principle remains that the Rector has the competence to stipulate the agreement, after hearing the opinion of the PhD Programme Commission. The administrative offices will be promptly informed of negotiation of agreements aimed at the establishment of international PhD programmes and will initiate the stipulation procedures by the Rector and the eventual approval by the University Governing Bodies

Art. 28 – Temporary Provisions

For the accreditation of the XXXVIII cycle in activation for the academic year 2022-2023 the deadlines for the procedures for the establishment/renewal of PhD programmes and the composition of the PhD Programme Commission pursuant to art. 2 of these Regulations.

Art. 29 – Final Provisions and Effectiveness

1. For anything not expressly provided for in these Regulations, is applied the current legislation on PhDs.
2. This Regulations is published on Sapienza University institutional website within the first working day following the emanation date and comes into force seven days after the emanation date of the Rector Decree.