

## **CALL FOR APPLICATIONS FOR PROSPECTIVE PH.D. STUDENTS\***

Academic Year 2013/2014 - 29th Cycle

### **THE RECTOR**

<b>Having regard to</b>	Law n. 476 of August 13, 1984 and successive modifications;
<b>Having regard to</b>	Law n. 168 of May 9, 1989;
<b>Having regard to</b>	Law n. 398 of November 30, 1989;
<b>Having regard to</b>	Art. 4 of Law 210/98;
<b>Having regard to</b>	the Ministerial Decree n. 224 of April 30, 1999;
<b>Having regard to</b>	the Ministerial Decree n. 509 of November 3, 1999;
<b>Having regard to</b>	the Ministerial Decree n. 270 of October 22, 2004;
<b>Having regard to</b>	Art. 19 of Law 30/12/2010 n. 240/2010
<b>Having regard to</b>	the Ministerial Decree n. 45 of February 8, 2013;
<b>Having regard to</b>	the general University Regulations in matter of Ph.D.;
<b>Considering</b>	the Report of the Internal Evaluation Committee (NVA) of June 6, 2013
<b>Having regard to</b>	the Resolution of the Academic Senate on June 13, 2013 and subsequent amendments
<b>Having regard to</b>	the opinion of the PhD Committee on April 29, 2013

### **DECREES**

#### **ART. 1 - INSTITUTION**

The University of Rome "La Sapienza" announces the following open competitions, based on exams, for the admission to the 29th cycle of the Ph.D. courses as listed below.

In most of the PhD courses the date, the time and location of both written exam (prova scritta) and oral exam (prova orale) are indicated together with contact person (referente) name, telephone number and email address at the following link: <http://www.uniroma1.it/sites/default/files/bandoXXIX.pdf>

**The duration of all Ph.D. courses (programmes) is three years. Most courses are taught in Italian.**

#### **LIST OF PH.D. COURSES**

For the indication of each course's Coordinator (Coordinatore), of the Institution of reference (Struttura di riferimento), of the number of positions (Posti) and of the fellowships available (Borse)

see this link: <http://www.uniroma1.it/sites/default/files/bandoXXIX.pdf>

**Code: 10989 Archaeology**

**Code: 26738 Architecture and Construction**

**Code: 13717 Architecture. Theories and Project**

**Astronomy, Astrophysics and Space Science (venue of this PhD course will be Tor Vergata University – Rome)**

**Code: 26067 Automatica & Operations Research**

**Code: 10993 Biochemistry**

**Code: 26068 Environmental and Evolutionary Biology**

**Code: 10996 Cell Biology and Development**

**Code: 26069 Human Biology and Medical Genetics**  
**Code: 26739 Civilizations of Asia and Africa**  
**Code: 26740 Communication, Research, Innovation**  
**Code: 26741 Economic and enterprise law, International law and civil procedure law**  
**Code: 16170 Public Law**  
**Code: 26072 Public, Comparative and International law**  
**Code: 16184 Roman Law, Theory of Legal Systems and Private Law of Markets**  
**Code: 26742 Finance and Economics**  
**Code: 13023 Political Economy**  
**Code: 26743 Energy and Environment**  
**Code: 26744 Experimental and clinical hepato-gastroenterology**  
**Code: 16159 Pharmacology and Toxicology**  
**Code: 12491 Philology and History of the Ancient World**  
**Code: 16158 Philosophy and History of Philosophy**  
**Code: 11028 Physics**  
**Code: 26179 Accelerator Physics**  
**Code: 26745 Angio-Cardio-Thoracic Pathophysiology and Imaging**  
**Code: 11035 Genetics and Molecular Biology**  
**Code: 11041 Computer Science**  
**Code: 11042 Transportation and Infrastructures**  
**Code: 16161 Environmental and Hydraulic Engineering**  
**Code: 26746 Chemical Engineering**  
**Code: 26747 Electrics, Materials, and Nanotechnologies Engineering**  
**Code: 11047 Industrial Production Engineering**  
**Code: 16162 Engineering-based Architecture and Urban Planning**  
**Code: 11055 Engineering in Computer Science**  
**Code: 26077 Structural and Geotechnical Engineering**  
**Code: 11056 Classical and Modern Italian Studies**  
**Code: 26078 Skeletal, craniofacial and oral disease**  
**Code: 26748 Infectious diseases, microbiology and public health sciences**  
**Code: 26079 Management, Banking and Commodity Sciences**  
**Code: 12506 Mathematics**  
**Code: 11062 Theoretical and Applied Mechanics**  
**Code: 13719 Molecular Medicine**  
**Code: 12507 Experimental Medicine**  
**Code: 26749 Mathematical Models for Engineering, Electromagnetics and Nanosciences**

Code: 26760 Methods and Models for Economics and Finance  
Code: 26083 Morphogenesis and Tissue Engineering  
Code: 26084 Music and Performing Arts  
Code: 16183 Clinical/experimental Neuroscience and Psychiatry  
Code: 26173 Behavioral Neuroscience  
Code: 26750 Oncology  
Code: 26751 Landscape and Environment  
Code: 26752 Planning, Design and Architectural Technology  
Code: 16178 Dynamic and Clinical Psychology  
Code: 16167 Psychology and Social Neurosciences  
Code: 16179 Psychology and Cognitive Science  
Code: 26180 Social and Developmental Psychology, Educational Research  
Code: 11089 Chemical Sciences  
Code: 26085 Textual, Paleographical, Linguistic Studies  
Code: 11094 Earth Sciences  
Code: 26753 Pasteur Sciences  
Code: 26754 Documentation Studies, Linguistics and Literature  
Code: 26755 Endocrinological Sciences  
Code: 11091 Pharmaceutical Sciences  
Code: 16163 Immunological and Hematological Sciences and Rheumatology  
Code: 26756 Morphofunctional Sciences  
Code: 26090 School of Statistical Sciences  
Code: 26091 Sociology and Applied Social Sciences  
Code: 11111 History of Art  
Code: 11115 History of Europe  
Code: 26758 History, Anthropology, Religions  
Code: 26759 Architectural History, Restoration and Representation  
Code: 16172 Political Studies  
Code: 12502 Aeronautical and Space Technology  
Code: 11125 Advanced Technologies in Surgery  
Code: 11124 Biotechnology in Clinical Medicine  
Code: 26761 Information and Communication Technologies (ICT)

## **ART. 2 - REQUIREMENTS**

Applications are invited from candidates, regardless of gender, age and nationality, who hold an Italian "*diploma di laurea/laurea specialistica/laurea magistrale*", or an equivalent second-level degree (generally equivalent to a Master's Degree) obtained abroad or expect to receive their degree award by **October 31, 2013**.

The equivalence of each qualification to the relevant Italian degree will be ascertained, for the sole admission to these competitions, by the Academic Board of each course, within the area of inter-university agreements of cooperation and mobility.

Applications are also invited from candidates who expect to receive their degree award by **October 31, 2013**.

Eventual admission will be conditional until candidates transmit in due time their relevant degree.

The winners of a position without fellowship, already enrolled, cannot be admitted to the competition tests for the same Ph.D. course they are already attending, unless formal resignation to the former doctoral position, registered by the Academic Board.

### **ART. 3 - APPLICATIONS**

In order to submit their application, which is as well as a self-declaration according to P.M.D. 445/2000, candidates have to pay the non-refundable application fee amounting to **euro 35,00** in any branch of the UNICREDIT Banca di Roma - the University Cashiers' Bank - within **July 29, 2013 (Bank closing time)** using the apposite payment form available and printable from <http://www.uniroma1.it/didattica/sportelli/infostud>. (see instructions provided in the **annex A - WEB-SERVICES** - attached to the present announcement).

The indication of an e-mail address in the application form is compulsory.

Copy of the application form and of the bank draft **do not have to be submitted** to PhD Office Desk.

**Applications delivered differently from the indications provided in this article shall be rejected and disregarded.**

### **ART. 4 - APPLICATIONS OF CANDIDATES WITH A FOREIGN ACADEMIC DEGREE**

In order to submit their application, as indicated in the preceding article, candidates with a foreign academic degree have to:

1. pay the non-refundable application fee amounting to **euro 35,00** according to the indications provided in article 3;
2. submit within the deadline of **July 29, 2013** the following supporting documents:
  - the degree certificate with list of exams taken and scores obtained, translated and legalized by the competent Italian diplomatic representative;
  - the declaration of validity ("dichiarazione di valore") of the foreign degree issued by the competent Italian diplomatic representative in the Country where the academic qualification has been attained.

**Applications lacking of all these documents and elements shall be rejected and disregarded.**

The above-listed documents must be delivered at the University Ph.D. Office by **July 29, 2013** in one of the following ways:

- hand delivered at the desk of the Ph.D. Office (*Settore Dottorato di Ricerca*) located inside the University Campus (*Città Universitaria*), Piazzale Aldo Moro, 5 - Rome.  
Opening hours: Monday, Wednesday and Friday from 8.30a.m. to 12.00a.m.  
Tuesday and Thursday from 2.30p.m. to 4.30p.m.;
- sent by post or by private courier, in a sealed envelope containing all the requested documents, to:  
Al Magnifico Rettore dell'Università degli Studi di Roma "La Sapienza" - Area Offerta Formativa e Diritto allo Studio - Settore Dottorato di Ricerca - P.le Aldo Moro, 5 - 00185 Roma (Italy)

The envelope must bear, in addition to the address above indicated, the wording:  
**"DOCUMENTAZIONE PER IL CONCORSO DI DOTTORATO - CODICE ....."**

The code number (codice) is indicated beside the Ph.D. course title.

The applicant choosing such kind of delivery assumes the related risks.

**If documents are sent by post, the date of delivery (not date of postmark) to the competent administrative office (Settore Dottorato di Ricerca) is valid.**

**Letters delivered after July 29, 2013 shall be rejected and disregarded.**

**Applications delivered differently from the instructions here indicated shall be rejected and disregarded.**

#### **ART. 5 - APPLICATIONS OF FOREIGN CANDIDATES AS SUPERNUMERARY STUDENTS**

Foreign candidates who do not plan or do not need to compete for a fellowship. can alternatively apply for a Ph.D. position, not covered by grant, as supernumerary students (*ammissione in soprannumero*). In this case, they can ask to be admitted to up to 1/3 of the places assigned to each Ph.D. course, without participating to the open competition; they are not consequently eligible for a fellowship award but are evaluated only on the basis of their *curriculum vitae et studiorum*, their academic qualifications and/or an oral interview.

Foreign students applying to be admitted as supernumerary students can ask, alternatively, to be admitted on the basis of a dossier, that is a coherent research project written in Italian and/or in English or French, which has to be forwarded together with the others documents listed here following.

For this purpose, applicants must:

1. Clearly indicate in their application, submitted according to article 3, that they apply for a position as supernumerary student, according to the instructions provided in the **annex A - WEB SERVICES** - attached to the present announcement.
2. Pay the non-refundable application fee amounting to **euro 35,00** according to the indications provided in article 3.
3. Provide within the deadline of **July 29, 2013** the following documents:
  - a) their *curriculum vitae et studiorum*;
  - b) appropriate documentation providing evidence that the applicant has adequate funds to sustain himself at least for one year or, alternatively, that the applicant has obtained any other scholarship for the entire duration of the Ph.D. course;
  - c) the degree certificate with the list of the exam and marks obtained, translated and legalized by the competent Italian diplomatic representative;
  - d) the declaration of validity ("dichiarazione di valore") of the foreign degree, issued by the competent Italian diplomatic representative in the Country where the academic qualification has been attained;

Documents listed at points c) and d) don't have to be submitted by foreign candidates holding an Italian university degree.

Foreign students applying to be admitted as supernumerary students can ask, alternatively, to be admitted on the basis of a dossier, must provide, within the deadline of **July 29, 2013**, all the documents necessary to the evaluation together with a research project in Italian, English or French.

**Applications lacking of all these documents shall be rejected.**

Applications to be admitted as supernumerary students, shall be evaluated by the Academic Boards, who can decide to accept or reject them. Candidates applications are submitted to the Examining Boards for approval, in order to assess their knowledge on the research areas of the doctoral programme by means of an oral interview. The interview normally takes place on the same date in which the open competition oral exam is held. The Examining Board evaluates candidates on the basis of both their qualifications assessment and the oral interview. The minimum admission score is 40/60.

If the number of applicants is larger than the number of supernumerary positions available, the admission to the Ph.D. course will be ranking-based.

**Documents required and the dossier (if any), must be delivered at the Ph.D Office (Settore Dottorato) by July 29, 2013 to the same address and in one of the ways indicated in article 4.**

**Applications submitted differently from the indications provided in article 4 shall be rejected and disregarded.**

The envelope containing the documents must bear the wording: **“DOCUMENTAZIONE PER IL CONCORSO DI DOTTORATO – CODICE ..... DOMANDA DI AMMISSIONE IN SOPRANNUMERO”**.

The code number (codice) is indicated beside the Ph.D. course title.

**If documents are sent by post, the date of delivery (not date of postmark) to the competent administrative offices is valid.**

Foreign students admitted as supernumerary students shall pay the annual tuition fees unless they benefit from a scholarship provided by any Italian or foreign, private o public Institution.

**Whether the present call details the dates of the tests**, applicants must be present at the indicated day, time and location of the oral examination **without expecting any further advise**.

#### **ART. 6 – APPLICATIONS OF “ASSEGNISTI DI RICERCA (RESEARCH GRANT HOLDERS)” AND “ PUBBLICI DIPENDENTI (PUBLIC EMPLOYEES)”**

Applicants who benefit from an “*assegno di ricerca*” (research grant) according to the decree D.P.R. 449/97 - and public employees can apply to be admitted to Ph.D. courses as supernumerary students **provided that they pass both the admission tests with the minimum score of 40/60**. The available supernumerary places can amount to 1/3 of the positions assigned to each Pd.D. course.

For the purpose of being admitted as supernumerary students, the candidates are obliged to specify their position of public employees or of research grants holders in their application, submitted according to article 3; research grants holders also detailing the duration of the research grant.

A possible assignment of an *assegno di ricerca* (research grant) after the submission of this application, has to be communicated to the Ph.D. Office by means of a written note and delivered by hand or sent by e-mail/fax to the Ph.D Office.

The research grants holders and the public employees admitted as supernumerary student shall pay the annual tuition fees.

#### **ART. 7 – DISABILITY ASSISTANCE**

Students with disability equal or higher than 66%, needing assistance or having any special requirements must contact “Settore per le relazioni con studenti portatori di handicap”, charge free number 800/410960. Please note that are necessary no less than 10 days for a tutorial assistance and no less than 20 days for technological help resource. A PC with voice synthesizer and software for texts and image magnify is also available.. Students with Learning disability, certificated in accordance with law n.170/2010, have to contact the Office in Charge: charge free number

800410960 enter the web site <http://www.uniroma1.it/didattica/sportelli/infostud> with username and password:

- click "Dati Utente" > inf. Anagrafiche
- click "Esenzioni"
- from the drop-down list "Esenzioni" select "NESSUNA ESENZIONE"
- from the drop-down list "Tipologia esenzione" select "Disturbi specifici dell'apprendimento (DSA)"

The forms must be delivered to the Office at least 20 days before the exam date together with the related medical certifications.

#### ART. 8 – ADMISSION TESTS

The test for admission to the Ph.D. courses usually consists of two parts, a written and an oral examination, in order to guarantee an adequate comparative evaluation of the candidates.

Those candidates willing to take part in the Ph.D. competitions, for which the present call details the dates of the tests, if available, **are in duty bound to convene** at the indicated day, time and location **without expecting any further advise.**

In all other cases, the written test, including the indication of location, day, month and time in which it will take place, shall be communicated to the candidates by the referent of the Ph.D. courses via registered mail sent 15 days before the testing date. The notice concerning the oral test shall also be sent via registered mail 20 days before the envisaged testing date or via communication by the Examination Board. The 20 days' notice can be reduced if all candidates present at the written test make a written waiver to the terms of notice.

**In order to attend the tests the candidates must provide a valid document of identification. Only black ballpoint pens can be used.**

#### ART. 9 – EXAMINATION BOARDS

The competition examination Boards for admission to the Ph.D. courses are nominated according to art. 9 of the Ph.D. Regulations as published on the web site:

<http://www.uniroma1.it/didattica/offerta-formativa/dottorati>.

For the Ph.D. courses matching up with several *curricula* there will however be a single competition with one sole Examination Board. Distinctive exams for each *curriculum* are nevertheless possible; in this case candidates will be requested to make their choice during the written test.

Each Examination Board has 60 available points in order to evaluate the candidate for each test.

Only those candidates who pass the written test with a score not inferior to 40/60 shall be admitted to the oral test. The oral test is passed as well if the candidate gets a score of at least 40/60.

At the end of the competition procedure, the examination Board sets up the general ranking, based on the sum of the scores achieved by each candidate. In case of equally ranked candidates, the following criteria shall be adopted:

- In case of score's equality for the assignment of a research fellowship, preference will be granted to the candidate with the poorest economic situation;
- In case of score's equality for places without scholarship, candidates will be favoured who:
  1. have attained their academic degree with the highest score;
  2. in case of academic degree scores' equality, have the highest average of exams' scores;
  3. in case of academic degree scores' equality as well as equality of average of exams' scores, have attained their academic degree in the shortest time period, according to the legal duration of the study course;

4. in case of equality of the elements listed under 1, 2, 3, the youngest candidate shall prevail.

#### **ART. 9 – ADMISSION TO THE COURSES**

Applicants will be admitted to the Ph.D. courses according to their place on the final ranking until all available positions have been assigned. In the case of a missing or late acceptance by a successful candidate before the start of the courses, the following eligible candidate on the list will be offered the position. If a candidate is admitted contemporarily to two or more Ph.D. courses, he/she shall choose to attend only one of them.

Those candidates already in possession of a Ph.D. can be admitted, after having passed the competition tests, to another Ph.D. course, only if the scientific sectors of the two courses are different.

**According with L.398/89 art.6 co. 2 students can't be twice awarded of doctoral fellowship.**

#### **ART. 10 – ENROLMENT AND CONTRIBUTION OF ACCESS AND ATTENDANCE**

After confirmation of regularity of the procedures during the competition, rankings will be published on the website <http://www.uniroma1.it/didattica/offerta-formativa/dottorati>.

The published rankings shall also report modalities and timing for the procedures of enrolment.

Successful candidates who do not respect such procedures shall be considered as disclaiming and, therefore, replaced by the next-ranked candidate.

Simultaneously to the publication of the ranking, an e-mail will be sent to each concerned candidate to the address indicated on the application forms. The non reception of such e-mail cannot be invoked to justify non-registration.

Ph.D. students with a research scholarship awarded by the University or by any Italian or foreign, private or public Institution are exempt from the payment of the annual tuition fees, but they are in duty bound to pay the annual enrolment fee (**amounting to euro 30 for 2013-2014 academic year**).

Those who do not benefit from a research fellowship are in duty bound to pay the annual tuition fees.

The first quota shall be paid during the enrolment procedure together with the regional tax.

**Before paying the first quota, students must indicate their Indicator of Equivalent Economic Situation (ISEE). It won't be possible to modify the ISEE declaration after paying the first quota.**

The second quota, whose amount varies according to the ISEE, has to be paid within March 28, 2014.

The payment of the first and second quota can be made only in any branch of UNICREDIT S.p.A. - University Cashiers' Bank.

The amount of the tuition fees will be the same for all the students of the University "La Sapienza".

**Before paying the tuition fees and in order to check procedures of payment, please, visit our website <http://www.uniroma1.it/didattica/tasse>**

The leaflet informing about the ISEE calculation and the amount of taxes to be paid according to the different income brackets is distributed by the *Economato* Office and can furthermore be printed from the following web site:

<http://www.uniroma1.it/didattica/tasse/isee-riduzioni-tasse>

Every year Ph.D. students are in duty bound to enrol within November 30, after obtaining admission to the following year, subject to a positive evaluation of their work, by the course Professors' Board. While admitting students to the following year, the Academic Board can exempt them from the payment of the tuition fees if they have demonstrated to be particularly worthy of such recognition. The *criteria* for such an exemption have to be predetermined by the same Board.



**Ph.D. students exempted from the payment of the annual tuition fees by the Ph.D. course Professors' Board are nevertheless in duty bound to pay by the end of November the annual registration fee.**

#### **ART. 11 – FELLOWSHIPS**

Ph.D. positions are assigned after previous comparative merit evaluation, according to the Examination Board final ranking. Fellowship are awarded for three years and are confirmed yearly. If the number of fellowships is inferior to the number of Ph.D. positions, the fellowships will be awarded to the candidates according to their place on the final ranking.

The gross amount of the fellowship, according to art.1 of the Ministerial Decree of June 18 2008, amounts to euro 13.638,47 per year; this amount includes I.N.P.S. - National Insurance Contributions which fellowship recipients are required to pay. The payment is made monthly. In case of a well-documented illness, a paid suspension can be granted for no longer than one month.

The amount of the scholarship can be increased by 50% for research periods spent abroad, previously authorized by the Ph.D. Course Coordinator. The scholarships are non-cumulative, that is they 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 annual personal gross income limit for benefiting from a scholarship corresponds to euro 16.000,00.

The cases of total or partial incompatibility for benefiting from a scholarship are fixed by specific rules.

**I.a.: according with L.398/89 art.6 co. 2 students can't be twice awarded of doctoral fellowship.**

In case of incompatibility, the amount of money unduly received for a certain period has to be reimbursed. The reimbursement refers to the academic year or to a fraction of it.

#### **ART. 12 – DUTIES AND RIGHTS OF PH.D. STUDENTS**

Doctoral students must attend the courses programme and carry out study and research activities on a full-time basis within the framework of the structures intended for this purpose.

Furthermore, they can conduct a limited, additional or integrative teaching activity that shall not in any case compromise their research training. Such teaching activity shall be allowed by the Professors' Board that defines its modalities.

Ph.D. students can get the permission from the Ph.D. course Coordinator for study periods abroad, according to research requirements, whose duration shall not exceed half of the duration of the course itself.

In case of unsatisfactory outcomes during the intermediate evaluations and of unjustified and prolonged absence or of prolonged impossibility to get in contact with the student, or if the Ph.D. student adopts behaviours not coherent with the research deontology and with the rules of good conduct as prescribed by the organizing structure in which the doctorate is taking place in regard to everyone who benefits from his/her handling and services, the Professors' Board is authorized to decide the motivated exclusion from the course.

The attendance of Ph.D. courses can be interrupted, with previous consulting of the Professors' Board, in the following cases: maternity, military service or alternatively civilian service, study or work opportunities, provided that they are compatible with a successive resumption of the Ph.D. activities, serious and documented disease.

Those Ph.D. students who are public servants can benefit from the scholarship if they accept a period of unpaid leave for the whole duration of the course. In the case of admission to a Ph.D. course without scholarship or in case of waiving it, the Ph.D. student retains the salary of public administration at which he is employed. Should the employee resign from the public administration, within two years after obtaining the doctoral degree, the amounts corresponded during the Ph.D. course will be reclaimed.

#### **ART. 13 – ACHIEVEMENT OF THE PHD DEGREE**

The Ph.D. degree is conferred by the Rector at the end of the 3-year doctoral programme and is awarded by passing the final examination. The admission to the final examination is communicated to the Ph.D. Office by the Coordinator after the Academic Board approval. The final examination can not be repeated. Upon request, Sapienza University issues a certificate of attainment.

The issuing of degree certificate is conditional upon delivery of the final thesis to the National Libraries in Rome and Florence.

The final thesis, with the previous authorization of the Professors' Board, can be written in a foreign language.

#### **ART. 14 – EXAMINATION BOARDS FOR PHD DEGREE**

The Examination Boards conferring the Ph.D. degree are nominated by the Rector in accordance with the above mentioned University Ph.D. Regulations.

#### **ART. 15 – REFERRING RULES**

As far as all matters not disciplined by this present call are concerned, you might refer to the specific rules applying to this field. The educational goals of the Ph.D. courses are published on the same website of this call: <http://www.uniroma1.it/didattica/offerta-formativa/dottorati>

Rome, 19 June 2013

**THE RECTOR**

Luigi Frati

*\* The official announcement is in Italian only. This document cannot be used for legal purposes.*