

## **CALL FOR PROSPECTIVE PhD STUDENT APPLICATIONS\***

Academic Year 2016/2017- 32nd Cycle

### **THE RECTOR**

- In relation to** Bill n. 168 of May 9, 1989;
- In relation to** Bill n. 398 of November 30, 1989;
- In relation to** Art. 4 of Bill 210/98;
- In relation to** Ministerial Decree n. 270 of October 22, 2004;
- In relation to** Art. 19 of Bill 30/12/2010 n. 240/2010;
- In relation to** Ministerial Decree n. 45 of February 8, 2013;
- In relation to** General university regulations in matter of PhDs;
- In relation to** the Report of the Internal Evaluation Committee (NVA) of May 18, 2016;
- In relation to** the Resolution of the Academic Senate of May 24, 2016;
- In relation to** the opinion of the PhD Committee of May 7, 2016;
- With the condition** that all possible modifications, amendments and integrations to the present call **will only be communicated on the university web site:**  
<http://www.uniroma1.it/didattica/offerta-formativa/dottorati>;
- Considering** that the present call has been issued pending the validation of the PhD degrees by the Italian Ministry of Education and Scientific Research and that the examinations will not be held for the degrees that are not validated;

### **DECREES AS FOLLOWS**

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

Sapienza University of Rome announces the following exam-based open call for admission to the 32<sup>nd</sup> cycle of PhD programmes (as listed below).

Most PhD programmes list the date, time and location of both written exams (*prova scritta*) and oral exams (*prova orale*) together with contact person (*referente*), telephone number and email address at the following link: [http://www.uniroma1.it/sites/default/files/bando\\_32.pdf](http://www.uniroma1.it/sites/default/files/bando_32.pdf)

**PhD programmes last three years. Programmes may be taught in Italian.**

## **PhD PROGRAMMES**

For further information on programme coordinators (*coordinatore*), reference department or other division (*struttura di riferimento*) and the number of available positions (*posti*) and fellowships (*borse*), please refer to the following link:

[http://www.uniroma1.it/sites/default/files/bando\\_31.pdf](http://www.uniroma1.it/sites/default/files/bando_31.pdf)

**Code: 10989 Archaeology**

**Code: 26738 Architecture and Construction**

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

**Code: 10992 Astronomy, Astrophysics and Space Science**

**Code: 27736 Automatic Control, Bioengineering and Operation Research**

**Code: 27737 Independent Private Business, Work And Protection Of Rights In European and International Perspective**

**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: 29102 Communication, Research, Marketing**

**Code: 16170 Public Bill**

**Code: 26072 Public, Comparative and International Bill**

**Code: 16184 Roman Bill, Theory of Legal Systems and Private Bill of Markets**

**Code: 13023 Finance and Economics**

**Code: 13023 Economics**

**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: 11027 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: 27739 Aeronautics and Space Engineering**

**Code: 16161 Environmental and Hydraulic Engineering**

**Code: 26746 Chemical Engineering**

**Code: 16162 Engineering-based Architecture and Urban Planning**

**Code: 26747 Electronics, Materials, and Nanotechnologies Engineering**

**Code: 27738 Industrial and Management Engineering**

**Code: 11055 Engineering in Computer Science**

**Code: 26077 Structural and Geotechnical Engineering**

**Code: 11056 Classical and Modern Italian Studies**

**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: 13023 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 Behavioural 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, Palaeographical, Linguistic Studies

Code: 11094 Earth Sciences

Code: 26753 Life Sciences

Code: 26754 Documentation Studies, Linguistics and Literature

Code: 29103 Sciences and Technologies for Complex Systems

Code: 26755 Endocrinological Sciences

Code: 11091 Pharmaceutical Sciences

Code: 16163 Immunological and Haematological Sciences and Rheumatology

Code: 28398 Applied Social Sciences

Code: 26090 School of Statistical 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: 11125 Advanced Technologies in Surgery

Code: 11124 Biotechnology in Clinical Medicine

Code: 26761 Information and Communication Technologies (ICT)

Code: 27740 Innovative Technologies in Disease of the Skeleton, of the Skin and of the Oro-Maxillofacial District

## **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 Masters Degree) obtained abroad or who expect to receive their degree by **October 31, 2016**.

The equivalence of each academic title to the relevant Italian degree will be ascertained, for the sole purpose of this call, by the Academic Board of each programme, as established by inter-university cooperation and mobility agreements.

Applications are also invited from candidates who expect to receive their degree by **October 31, 2016**.

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

Students currently enrolled without a fellowship will not be admitted to admission exams for the same PhD programme they are already attending, unless they formally resign their doctoral position with the relevant academic board.

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

In order to submit an application, candidates must pay a **€35** non-refundable application fee at any branch of the “UNICREDIT” Bank by **August 1, 2016** using the payment form that is available at <http://www.uniroma1.it/didattica/sportelli/infostud>.

Candidates must indicate their e-mail address in the application form.

Please note that the copy of the application form and of the bank payment **must not be submitted** to the PhD Office.

**Applications that are not submitted as described herein will be rejected.**

Applications have the same validity as an official self-declaration as established by Bill N. 445/200.

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

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

1. Pay the non-refundable **€35** application fee as indicated in article 3;
2. Submit the following documentation by **August 1, 2016**:

#### **Candidates with a EU academic degree:**

##### Self-declaration of academic degree

*Candidates who are admitted will be asked to present a translated and legalized degree certificate with a full list of all exams and grades obtained, along with a declaration of validity (“dichiarazione di valore”) of their academic degree. These documents must be issued by the competent Italian consulate or embassy in the country where the academic degree was issued.*

**Candidates with a non-EU academic degree:**

- Degree certificate with a full list of exams and grades, translated and legalized;
- Declaration of validity (*dichiarazione di valore*) for their academic degree.

All documents must be issued by the competent Italian consulate or embassy in the country where the academic degree was issued.

**Applications lacking any of these documents will be rejected.**

The documents listed above must be submitted to the University PhD Office by **August 1, 2016** in one of the following ways:

**Hand-delivered to the PhD Office** (*Settore Dottorato di Ricerca*) on the University Campus, Piazzale Aldo Moro, 5 in Rome.

Opening Hours:

- Monday, Wednesday and Friday: 8:30 – 12:00 am
- Tuesday and Thursday: 2:30 – 4:30 pm

**Sent by post or 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)*

In addition to the address indicated above, the envelope must also clearly indicate the following information: **"DOCUMENTAZIONE PER IL CONCORSO DI DOTTORATO - CODICE [insert PhD Code]"**

The PhD code number (*codice*) is indicated in the List of PhD Programmes.

Applicants who choose to send their documents by post or courier must accept any related risks.

**Please note:**

**(1) If documents are sent by post or courier, the deadline will be determined by the date of delivery to the PhD Office (NOT the postmark date).**

**(2) Documents delivered to our office after August 1, 2016 will be rejected.**

**(3) Applications that are not submitted as described herein will be rejected.**

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

Foreign candidates who do not plan or need to request a fellowship may apply for a PhD position, not covered by a grant, as a supernumerary student (*ammissione in soprannumero*).

Up to one third of the positions assigned to each PhD Programme are reserved to supernumerary students, who are not required to participate in the admission examinations. They will be evaluated on the basis of their curriculum, academic qualifications and/or through an interview.

Foreign students applying for admission as supernumerary students may ask, alternatively, to be admitted on the basis of a coherent research project dossier written in Italian, English or French, which must be submitted together with the others documents listed below.

In this case, applicants must:

1. Clearly indicate in their application - submitted as per Art. 3 - that they are applying for a position as supernumerary student.
2. Pay the **€35** non-refundable application fee (as indicated in Art. 3).
3. Provide the following documents by the **August 1, 2016** deadline:

#### **Candidates with a EU academic degree:**

- a) Curriculum vitae;
- b) Documentation providing evidence that the applicant has adequate funds to sustain him or herself for at least one year or, alternatively, that the applicant has obtained another scholarship for the entire duration of the PhD programme;
- c) Self-declaration of academic degree with exams taken and grades.

*Candidates who are admitted will be asked to present a translated and legalized degree certificate with a full list of all exams and grades obtained, along with a declaration of validity (“dichiarazione di valore”) of their academic degree. These documents must be issued by the competent Italian consulate or embassy in the country where the academic degree was issued.*

**Candidates with a non-EU academic degree:**

- a) Curriculum vitae;
- b) Documentation providing evidence that the applicant has adequate funds to sustain him or herself for at least one year or, alternatively, that the applicant has obtained another scholarship for the entire duration of the PhD programme;
- c) Translated and legalized degree certificate with full list of exams and grades;
- d) Declaration of Validity (*dichiarazione di valore*) of their academic degree issued by the competent Italian consulate or embassy in the country where the academic degree was issued.

Documents listed at points (c) and (d) do **NOT** have to be submitted by foreign candidates who have an Italian academic degree.

**Applications that are not submitted as described herein will be rejected.**

**Applications as Supernumerary Candidates**

Applications as supernumerary students will be evaluated by an Academic Board that will assess candidate knowledge on the doctoral programme research areas also by means of an interview. The interview normally takes place on the same date as the oral exam is held. The Board evaluates candidates on the basis of their qualifications and the interview. The minimum score required for admission is 40/60.

If the number of applicants is greater than the number of supernumerary positions available, admission to the PhD programme will be based on candidate ranking.

**Documents required and the dossier (if relevant) must be delivered to the PhD Office by August 1, 2016. For address and procedure, please refer to Art. 4 of this call.**

**Applications that are not submitted as described herein will be rejected.**

Please note: the envelope containing the documents for supernumerary students must bear the following wording: **“DOCUMENTAZIONE PER IL CONCORSO DI DOTTORATO – CODICE [insert PhD code] DOMANDA DI AMMISSIONE IN SOPRANNUMERO”**.

The PhD code number (*codice*) is listed in the list of PhD Programmes.



**If documents are sent by post or courier, the deadline will be determined by the date of delivery to the PhD Office (NOT the postmark date).**

**Applicants must be present at the indicated day, time and location of the oral examination without expecting any further communication, even if said information is not provided in this document.**

Foreign students admitted as supernumerary students must pay annual tuition fees unless they are on a scholarship provided by any Italian or foreign, private or public Institution.

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

Applicants who have received a research grant (*assegno di ricerca*) and public employees can apply to be admitted to PhD programmes as supernumerary students **provided that they pass both the oral and written admission tests with a minimum score of 40/60.**

Supernumerary students have the right to up to 1/3 of the positions assigned to each PhD programme.

In order to apply as supernumerary students, candidates must specify that they are public employees or research grants holders in their application. Applications must be submitted as described in Art. 3. Research grants holders must also provide full details on their research grant.

Research grants assigned after the submission of a PhD application must be immediately communicated to the PhD Office by means of a written note (delivered by hand or sent by e-mail/fax).

Research-grant holders and public employees, admitted as supernumerary students, must pay annual tuition fees.

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

**Students with a disability equal or higher to 66%**, who require assistance or have special needs (i.e., tutorial assistance for reading and/or writing, special assistance, extra time (30% over regular exam times, etc.) should contact the Sapienza Office for Students with Disabilities at the toll-free number 800.410.960 or via e-mail ([sportello@uniroma1.it](mailto:sportello@uniroma1.it)).

All requests for disability assistance must be submitted on the form available at the following link (<http://sportellodpd.uniroma1.it/>) **by August 1, 2016.**

**Please note that the office requires at least 10 days to organise tutorial assistance requests and no less than 20 days for special technological help resource requests.** A PC with voice synthesizer system and software for magnifying text and images is always available.

**Students with officially certified Learning Disabilities (DSA)** must contact the Sapienza Office for Students with Disabilities (see contacts above) and follow the procedure indicated on the web site (<http://www.uniroma1.it/didattica/sportelli/infostud>).

Requests for disability assistance forms (available at <http://sportellodpd.uniroma1.it/>) must be submitted to the Office for Students with Disabilities **by August 1, 2016** together with the medical certification issued no more than 3 years before by an authorized official structure.

Students with Learning Disabilities have the right to 30% extra time for each test.

#### **ART. 8 – ADMISSION TESTS**

Different PhD programmes adopt different admission procedures. Normally, the procedure includes both a written and an oral examination. However, **there are exceptions and you are advised to check the Italian version of this call for the exact procedure for your selected PhD programme.** The Italian version of this call will direct you to the website of the PhD programme where you can find instructions in English.

#### **Please note:**

- a) Candidates wishing to participate in this PhD call must be present at the date, time and location indicated on this call, the Italian version of the call or the website without any further notice.**
- b) Candidates must provide a valid ID to be admitted to the tests.**
- c) Only black ballpoint pens can be used on the written exam.**
- d) Admission exam papers must be anonymous and not provide any sign that could help identify a candidate.**

#### **ART. 9 – EXAMINATION BOARDS**

The Examination Boards that will assess admission to the PhD programmes are nominated as established by Art. 9 of the Sapienza PhD Regulations (see <http://www.uniroma1.it/didattica/offerta-formativa/dottorati>).

Candidates applying to multi-disciplinary PhD programmes will only be tested by one Examination Board. However, candidates who wish to be tested separately for each *curriculum* will be requested to make their choice during the written test.

Each candidate is evaluated on a maximum of 60 available points.

Only candidates who pass the written exam with a score equal to or higher than 40/60 will be admitted to the oral exam. Candidates who score at least 40/60 on the oral test pass.

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

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

#### **ART. 10 – ADMISSION TO PhD PROGRAMMES**

Applicants will be admitted to PhD programmes based on the final ranking until all available positions have been assigned. In the case a candidate does not reply to his admission invitation or accepts late, the following eligible candidate will be offered the position. If a candidate is admitted contemporarily to two or more PhD programmes, he/she will have to choose which to attend.

Candidates who already have a PhD can be admitted, after having passed the examinations, to another PhD programme, only if the scientific sectors of the two programmes are different.

**Students cannot be awarded the same doctoral fellowship twice.**

#### **ART. 11 – ENROLLMENT IN PhD PROGRAMMES**

Once admission procedures have ended and have been approved, the candidate ranking will be published on the Sapienza website at <http://www.uniroma1.it/didattica/offerta-formativa/dottorati>.

The ranking will include enrolment schedule and procedures.

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

When the final candidate ranking is published, an e-mail will also be sent to each candidate to the address indicated on the application forms. Candidates who do not receive the e-mail (at the address indicated on their application form) may not use this as a justification for not completing enrolment procedures.

PhD students with a research scholarship awarded by the university or by any other Italian or foreign, private or public Institution are exempt from the payment of the annual tuition fees. However, they must pay the €30 annual enrolment fee.

All other admitted candidates must pay the annual tuition fees. The first instalment must be paid during the enrolment procedure together with the regional tax, while the second instalment must be paid by March 22, 2017. The instalments must be paid at any branch of UNICREDIT S.p.A., the University Cashiers' Bank.

Tuition fees are the same for all students at Sapienza University.

**EU and non-EU citizens who have filed tax returns in their country, and for whom it is impossible to calculate the Italian ISEE category (see below), will pay the following tuition fees:**

- € 500 for students from developing countries (see official list)
- € 1000 for all other students

**Before paying tuition fees, please double check procedures on our website:**

<http://www.uniroma1.it/didattica/tasse>

Tuition fees by income brackets are available at:

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

Each year, PhD students must enrol by November 30, after obtaining admission to the following year, subject to a positive evaluation of their work by the Programme's Academic Board. The Academic Board may exempt students from the payment of tuition fees, if they have demonstrated to be particularly meritorius. The *criteria* for such an exemption are predetermined by the Board.

**PhD students exempted from the payment of the annual tuition fees by the PhD Programme Academic Board must nonetheless pay the annual registration fee by the end of November.**

## **ART. 12 – FELLOWSHIPS**

PhD positions are assigned based on the final ranking published by the Examination Board. Fellowships are awarded for a period of three years and are confirmed yearly. If the number of available fellowships is less than the number of PhD positions, the fellowships will be awarded to the candidates based on their ranking.

The fellowship amounts to €13.638,47 gross per year; this includes National Insurance Contributions (INPS) which fellowship recipients are required to pay. The payment is made on a monthly basis. In case of (documented) illness, paid leave may be granted as long as it does not exceed one month.

The amount of the scholarship may be increased by 50% for research periods spent abroad that have been previously authorized by the PhD Programme Coordinator. Scholarships are non-cumulative. 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.

A further 10% will be available from the second year programme for research periods in Italy and abroad.

Students earning more than €16,000,000 gross per year are not entitled to scholarships.

All cases of total or partial incompatibility for scholarship benefits are governed by university regulations. In case of incompatibility, students will have to reimburse the amount of money unduly received. Reimbursements refer to an academic year or fraction thereof.

**Students cannot be awarded the same doctoral fellowship twice.**

## **ART. 13 – DUTIES AND RIGHTS OF PhD STUDENTS**

Doctoral students must attend the programme and carry out study and research activities on a full-time basis within the framework of the structures intended for this purpose. They may also conduct limited, additional or integrative teaching activities for no more than 40 hours per year. The Professors' Board defines the procedures and authorize teaching activities that do not compromise research training.

After registering, doctoral students must activate an official email address writing to [postmaster@uniroma1.it](mailto:postmaster@uniroma1.it).

The PhD Programme Coordinator can authorize study periods abroad, according to research requirements, but the duration shall not exceed half of the duration of the programme.

Doctoral students who obtain unsatisfactory results during intermediate evaluations, who have unjustified prolonged absences or cannot be contacted over long periods, or exhibit behaviour that is not coherent with research deontology or general rules of good conduct as may be excluded from the PhD programme following a motivated statement by the Board of Professors.

The attendance of PhD programmes may be interrupted, with previous approval by the Board of Professors, in the following cases: maternity, military or civilian service, study or work opportunities (provided that they are compatible with a successive continuation of PhD activities) and serious and documented illnesses.

PhD students who were working as public employees may benefit from scholarships only if they accept a period of unpaid leave for the whole duration of the programme. If PhD students are admitted to a programme without a scholarship (or if it is refused) they may retain their salary as a public employee. If the employee resigns from the public administration, within two years after having obtained a doctoral degree, the salary paid during the PhD programme will have to be reimbursed.

#### **ART. 14 – PRESENTATION OF A PhD DEGREE**

PhD degrees are conferred by the Rector at the end of a three-year doctoral programme to students who satisfactorily pass the final examination. Student admission to the final examination is communicated to the PhD Office by the Coordinator after approval by the Academic Board. The final examination may not be repeated.

Upon request, Sapienza University issues a PhD Certificate if the student agrees to publish his final thesis on the University on-line System.

The final thesis, if previously approved by the Board of Professors, may be written in a foreign language.

#### **ART. 15 – EXAMINATION BOARDS FOR PhD DEGREES**

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

## **ART. 16 – APPLICABLE REGULATIONS**

For all matters that are not expressly disciplined by this call, please refer to the specific rules governing this area.

The educational goals of the PhD programmes are published on the same website as this call:

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

Rome, 22 June 2016

**THE RECTOR**

Prof. Eugenio Gaudio

***\* Please note: the official version of this call is in Italian and is available on the Sapienza website.***

***This abridged version is not valid and may not be used for any legal purpose.***