HAVING REGARD TO art. 4 of Law no. 210 of July 3, 1998;

HAVING REGARD TO art. 19 of Law no. 240 of December 30, 2010;

HAVING REGARD TO the Ministerial Decree no. 226 of December 14, 2021;

HAVING REGARD TO the Regulation of the Tuscia University concerning Ph.D. Programs, issued with Rector’s Decree no. 101 of March 3, 2022;

HAVING REGARD TO the positive results of the ANVUR assessment procedures for the XXXVII cycle;

HAVING REGARD TO the ministerial note no. 7403 of March 16, 2021;

HAVING REGARD TO the Public Notice issued by the Lazio Region no. G06899 of 08/06/2021 for the “Intervento per il rafforzamento della ricerca e innovazione nel Lazio - incentivi per i dottorati di innovazione per le imprese e per la PA” – L.R. 13/2008, which regulates the management, implementation, obligations, reporting of activities and methods of disbursement of payments to Universities admitted to the financing of Additional PhD scholarships;

HAVING REGARD TO the Rectoral Decree no. 777/2021 by which has been issued the Selection Call for admission test for PhD additional positions with scholarship co-funded by the Lazio Region, XXXVII cycle, with publication date on 22/12/2021 and expiry date on 20/01/2022;

CONSIDERING THAT two scholarships have not been awarded in the first Call;

HAVING REGARD TO the “Procedures for entry, residency and enrolment at higher education institutions for students requiring visas for higher education courses in Italy, for the academic year 2021/22”- Part VII: “Enrolment in other study course”;

WITH THE CONDITION that all possible modifications, amendments and integrations to the present call will only be communicated on the University website at web page http://www.unitus.it/it/unitus/post-lauream1/articolo/borse-dottorato-aggiuntive-regione-lazio-xxvii-ciclo;
DECREES AS FOLLOWS

Art. 1
Call for Applications

1. Tuscia University of Viterbo announces, for the academic year 2021-2022 (PhD 37th Cycle), the competition based on academic qualification and admission exam for two PhD additional positions with scholarship co-funded by the Lazio Region.
2. The positions and related scholarships are offered within the following Doctoral Programmes:
   • Engineering for energy and environment.
   • Science, technology, and biotechnology for sustainability.
   Each scholarship is connected to a specific research topic described in the PhD Program Information Sheet.
3. Attachment A, which is an integral part of this selection announcement, for each Ph.D specifies the Program, the subjects, duration, the administrative Department, number of available places and fellowships, research topics, admission exams and schedules, location and any other useful detail.
   The PhD Program Information Sheet (Annex A) of each PhD Program is published on the University website at web page http://www.unitus.it/it/unitus/post-lauream1/articolo/borse-dottorato-aggiuntive-regione-lazio-xxxvii-ciclo.
4. This Call for Applications is also published on the Ministry's website and on the Euraxess European website.

Art. 2
Admission requirements

1. Admission to Ph.D. Programs is open to graduates of master’s programs (“laurea specialistica/magistrate”), graduates holding a degree qualification obtained before the system introduced by Ministerial Decree No. 509 dated 3 November 1999 or an equivalent academic qualification obtained abroad and to students who will graduate within the deadline for enrolment in the doctorate. Accepted students who fail to meet this requirement will lose their right to admission.
   Candidates who graduated at any University abroad will be admitted under the condition they provide the complete documentation required to assess their eligibility.
   In addition, candidates must be unemployed or not employed, resident or domiciled in the Lazio Region at the time of the start of the PhD Program.
2. Candidates already enrolled in a PhD Program can attend, after passing the admission examination, any other PhD course, renouncing to the previous PhD Program and starting from the first year.
Candidates who have already obtained a PhD Degree cannot apply for the same PhD Program or for a program with a similar field of research.

**Art. 3**

**International qualifications**

1. To be considered eligible to apply within this call for PhD admission, higher education degrees awarded by foreign universities must be assessed equivalent to an Italian second level degree. The Admission Board (Art. 7) will carry out a comparative assessment of qualifications to award, for the sole purpose of admission to this selection process, the recognition of eligibility of international qualifications.

2. Applicants who hold international qualifications must therefore upload within the online application procedure the following documents:
   a) second cycle degree diploma - Master’s Degree level - that allow admission to PhD level/3rd cycle studies in the home country, awarded by a recognized academic Institution, with final mark;
   b) transcript of records of second cycle Degree with complete grading;
   c) any other document useful for the recognition of eligibility (such as the Diploma Supplement or the “Declaration of Value” (Dichiarazione di Valore) issued by the University or the Italian Embassy/Consulate in the country where the degree was issued, respectively or a certification of eligibility issued by ENIC NARIC Centres.

3. Failure to provide the documents listed in points a) and b) will result in the exclusion from the selection procedure.


**Art. 4**

**Application and deadline**

1. The application must be completed by April 15, 2022, at 2.00 p.m. (CET).


   Applicants must register on Portal Student (Portale dello Studente) platform first to get the credentials (username and password) to access the sign-up process.


   Qualifications and documents required by the chosen PhD program and indicated in the Program Information Sheet (Annex A) must be uploaded within the application, under penalty of exclusion from the selection. All documents must be uploaded in PDF format file.
At the end of the online application procedure candidates must pay a € 25,00 application fee either directly by credit card (preferable option for applicants residing abroad) or print the PagoPA bulletin and pay at banks, post offices and authorized stores. This payment is compulsory for each application submitted, under penalty of exclusion from the selection.

3. Applications received by email or by any other way than the online platform will not be taken into consideration. Application submitted beyond deadline will be not taken into consideration and applicants will be excluded from the selection procedure.

In case of application to more than one PhD Program, each application must be accompanied by the relevant qualifications and documents required.

4. Applicants with a disability can benefit from a 50% additional time. Upon request, applicants with specific learning disorder can benefit from a 30% additional time. These requests must be submitted following information available in the online application procedure.

5. Applicants are kindly invited to submit their application well in advance before the deadline. Applicants are responsible for verifying the correct completion of the online procedure. After the submission is completed on the online procedure it is not possible to make changes or to add documentation.

Complaints pertaining to any system malfunctioning due to website traffic overload close to deadline will not be accepted.

Art. 5
Conditions for the effectiveness of the Call for Application

1. Enrollment in the PhD program and the simultaneous assignment of the scholarship is subject to the outcome of the verification process conducted by Lazio Region relating to the coherence and compliance of the research project submitted by Tuscia University with the thematic areas subject of interest to Lazio Region.

Art. 6
Entrance examinations

1. The entrance examination, aimed at assessing applicant’s attitude to scientific research, will be carried out according to the criteria outlined in PhD Program Information Sheet (Annex A). Candidates must prove the knowledge of a foreign language.

2. Entrance examinations will take place online, via Google Meet or Skype, in a manner that will be communicated promptly to the candidates and published on the website of the University. To this end, candidates must provide a personal email address and guarantee the use of a webcam, to allow the Selection Board to identify them. The applicant must be available at that address, on the established day and time.
Before the interview, candidates must show the ID they have attached to their application form for the purpose of identification. Failure to do so will result in exclusion from the selection process as any of the following: if candidates fail to be available online, or are unavailable on the arranged day or at the arranged time, or fail to show a valid ID. The absence of the candidate on the day and time of the exam will be considered as a waiver of the exam itself, whatever the cause. If the number of candidates will not permit a single-day exam session, it will be continued over in the following days; the schedule will be published on the University website.

3. Any change in the date, timetable or location of the exams will be published on the university website mentioned above; applicants will not receive any convocation notice from the University.

Art. 7
Admission Boards

1. The Admission Boards will be nominated in compliance with current regulations. Admission Boards, one for each PhD Program, are responsible for the whole selection and evaluation procedure, from the eligibility step to the interview and the drafting of ranking list. Boards composition will be published on the PhD Programs website at web page http://www.unitus.it/it/unitus/post-lauream1/articolo/borse-dottorato-aggiuntive-regione-lazio-xxvii-ciclo after the Call for Application deadline.

2. The first action of the Admission Boards is to decide, if not already specified, the criteria and the procedures for evaluating the applications.

3. After completing the competition admission tests, the Selection Committee lists the ranking of successful candidates, drafted by the sum of each mark obtained by the candidates in the admission exams. The rankings will report the sum of all the marks obtained by the candidates, and the indication of the eligibility of each candidate for the specific research topic. In case of scrolling of the ranking list the specific scholarship on a specific topic will be assigned to the first candidate in a suitable position for said topic.

Art. 8
Admission to the PhD Programs

1. The official merit ranking for each PhD course is approved by Rector decree. Applicants are admitted to the PhD Program according to their ranking until coverage of the number of positions has been completed.

2. A candidate admitted contemporarily to two or more PhD programmes must choose only one to attend.
3. Candidates who already have a PhD diploma can be admitted, after having passed the examinations, to another PhD programme, only if the scientific sectors of the two programmes are different. They cannot be awarded the doctoral fellowship twice.

4. The merit-based ranking lists will be published on the University website at web page http://www.unitus.it/it/unitus/post-lauream1/articolo/borse-dottorato-aggiuntive-regione-lazio-xxxvii-ciclo. This publication is the sole official communication.

Art. 9
Enrolment procedure

1. Once admission procedures have ended and have been approved, the candidate ranking will be published on the Tuscia University website at web page http://www.unitus.it/it/unitus/post-lauream1/articolo/borse-dottorato-aggiuntive-regione-lazio-xxxvii-ciclo. At the same time as the ranking is published, a notice will be sent to successful candidates at the e-mail address indicated during the application process. The communication will contain the procedures and deadline to complete the enrollment process. Successful candidates who do not respect these procedures will lose the right to their place, which will be offered to the next-ranked candidate. If candidates withdraw from the course, the vacant places will be reassigned to the next candidates in the merit ranking list.

2. To enroll in a PhD course is necessary to follow the instructions at web page http://www.unitus.it/it/unitus/post-lauream1/articolo/borse-dottorato-aggiuntive-regione-lazio-xxxvii-ciclo. To complete the enrollment procedures, students holding a foreign degree will have to present: a) certification of the degree, including the exams with marks translated and legalized in Italian or English (unless not already presented during the application process). b) Diploma Supplement or Declaration of Value of the master’s degree provided by the Italian Consular Authority in the country where the degree was obtained, or by another authorized Body (unless not already presented during the application process). c) Selected non-EU citizens resident abroad, once enrolled and paid the fee required, must submit a photocopy of the permit of residence or a copy of the request made to the Offerta Formativa Office.

4. The legal duration of the PhD Program is three years as from the beginning date of the project activity notified by the University to the Lazio Region.
Art. 10
PhD Scholarships

1. In accordance with the Italian Minister Decree of June 18, 2008, the gross amount of the fellowship is 15,343.18 Euros per annum – from this amount a percentage will be deducted as INPS (National Social Welfare Institute) contribution paid by the PhD student. Scholarship taxation is regulated by article 4 of the Law no. 476 of August 13, 1984. In case of two or more candidates of equal merit, the younger candidate will prevail.

3. The use of a scholarship is compatible with other income, if the latter does not exceed the set ceiling figure indicated annually by the Board of Directors. For the year 2022, the gross limit set to personal income is 14,000.00 Euros per annum.

The scholarship will be granted for the entire duration of the PhD Program, and it is confirmed only in case of admission to the next year course, according to the decision of the Board of Professors. The scholarship starts at the beginning of the PhD program and is provided monthly.

4. PhD scholarships cannot be combined with other scholarships awarded for any purpose, except with those awarded by national or international institutes granted to integrate the educational or research activities of scholarship holders. Scholarship awarded by the Università degli Studi della Tuscia cannot be combined with a research fellowship (assegno di ricerca). Individuals who have benefitted from a previous Ph.D. fellowship (entirely or in part) cannot be awarded with a second one.

Scholarships are not compatible with specialist training contracts, in accordance with Legislative Decree of 17th August 1999, no. 368 and with apprenticeship contracts in accordance with Legislative Decree N. 276/2003 Article 50.

5. The scholarship will be increased by 50% for research periods abroad.

6. Starting from the second year, the scholarship will have at least a 10% increase, for research activities concerning the PhD Program, in Italy and abroad. Should the student be excluded from the renewal of the scholarship, or renounce to it, the amount not allocated will be available again for the same purposes.

Art. 11
Incompatibility

1. Enrolment in a PhD Program is incompatible with enrolment in other undergraduate and postgraduate degrees, Italian University master courses, other PhD Programmes and specialised courses organised by private institutions pursuant to art. 17, paragraph 96, Law 127/1997. Applicants registered in any of the above-mentioned courses must comply with the PhD enrolment requirements within seven (7) days from enrolment, under penalty of exclusion from the PhD program.
Art. 12
Tuition fees

1. At the enrollment, all doctoral students are required to pay € 156,00, as specified below:
   - Regional tax for the right to study: € 140.00.
   - stamp duty €16.00.

2. Students with recognized disabilities equal to or greater than 66% and students are exempted from paying the regional tax.

Art. 13
Rights and duties of Ph.D. students

1. Admission to Doctoral Programme obliges PhD students to full time attendance of the PhD Programme.
   PhD students must regularly attend courses and carry out all research and study activities according to the procedures set out by the Professors's Board of the PhD program.

2. PhD students may apply for study periods in Italy and abroad to carry out their research program and/or to present research outcomes in scientific assemblies.

3. PhD students may carry out tutorial activities for undergraduate and postgraduate students, as well as supplementary teaching activities as part of their training project; these activities are not eligible for an increase of scholarship. All activities must be previously authorised by the Doctoral Board for a maximum of forty hours per academic year.

Art. 14
Final examination

1. At the end of the doctoral training, PhD students shall take a final examination in which they need to demonstrate to have achieved results of scientific relevance by submitting a written thesis.

2. To be admitted to the final examination, candidates shall submit their doctoral thesis by the set deadline. Terms and conditions for admission to the final examination and for thesis submission are announced every year.

Art. 15
Personal Data

1. Personal information and documents provided by applicants will be treated by the University respecting the discipline described at web page
   http://www.unitus.it/it/unitus/footer/articolo/privacy1
Art. 16
Procedure Manager

1. According to the Law no. 241 of August 7, 1990, the person responsible for the selective procedure is Mr. Paolo A. Capuani, Head of Offerta Formativa Office, via S. Maria in Gradi n. 4, Viterbo (dottorati@unitus.it).

Art. 17
Final provisions

1. For matters not explicitly mentioned in the present Call for Applications, please refer to:
   - Regulation of the Tuscia University concerning Ph.D. Programs, issued with Rector’s Decree no. 101 of March 3, 2022.
   - Public Notice issued by the Lazio Region no. G06899 of 08/06/2021.
2. This is a translation of the Call for Applications for PhD Courses. Its purpose is to provide foreign students with necessary information. In the event of disputes or disagreements, the Italian version of the Call prevails.

The Rector
Prof. Stefano Ubertini

Firmato digitalmente da

STEFANO UBERTINI

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