

Finanziato
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PIANO NAZIONALE
DI RIPRESA E RESILIENZAUNIVERSITÀ
DEGLI STUDI DELLA
TUSCIA*Il Rettore*

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 Ministerial Decree n. 226 of December 29, 2021;

Having regard to Ministerial Decree no. 247 of February 23, 2022;

Having regard to the General University Regulations in matter of PhD;

Having regard to the resolution of the Administrative Council of May 31, 2023;

Having regard to the "Procedures for entry, residency and enrolment of international students and the respective recognition of qualifications for higher education courses in Italy", valid for the academic year 2023-2024;

Having regard to the Call for Application, issued with the Rector's Decree no. 316/2023, concerning the public selection for the admission to the PhD Programmes, XXXIX cycle, a.y. 2023/2024, at University of Tuscia;

Having regard to the agreement in place with the University of Hanoi, which establishes to reserve at least one place for academic staff of the University of Hanoi within the PhD Programmes offered by the University of Tuscia for a.y. 2023/24;

Considered that some positions with PhD scholarships funded by the University of Tuscia has not been awarded;

Considered appropriate, in the interest of the University of Tuscia, to re-open the Call for the PhD scholarships referred to in the previous paragraph;

With the condition that all possible modifications, amendments and integrations to the present call will only be communicated on the specific [webpage](#) of the PhD programmes;

DECREES AS FOLLOWS**Art. 1****Call for Application**

1. The University of Tuscia hereby announces a public competition for the admission to the following PhD Programmes of the 39th cycle:

PhD Programmes	Places	Sources of PhD funding
Economics, management e quantitative methods	1	Position reserved for academic/administrative staff or fellows from Hanoi University
Plant and Animal Sciences	2	1. Agreement between the Lazio Region, the University of Tuscia and the Industrial Development Consortium of Rieti - University of Tuscia 2. ATC RM2 - Fund for University Departments of Excellence (DAFNE)

Science, technology and biotechnology for sustainability	4	CNR – Research Institute on Terrestrial Ecosystems ITINERIS Project, ARPA Valle D'Aosta Region; DIBAF Department; University of Tuscia
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2. The details of each PhD programme, including the number of places and scholarships available, the criteria for the evaluation of qualifications, the dates of the admission exam sessions, the language, methods and criteria for selection are detailed on Annex A - PhD programmes information sheets, which constitutes an integral part of this Call.

3. The number of positions with scholarship could be increased depending on further funding from external public or private entities, obtained both through competitive calls and through agreements. In these cases, where the grant is funded on a specific theme or projects, the University reserves the right to use new selection procedures.

4. The PhD Program Information Sheets (Annex A) of each PhD Program are published on the specific [webpage](#) of the PhD programmes, on the Euraxess website (<http://ec.europa.eu/euraxess>) and on the [website](#) of the Ministry of University and Research.

Art. 2

Types of scholarships available to applicants

1. The following positions are available in this call for application:

- scholarships for developing specific research topic co-funded by the University of Tuscia, by the University Departments and by public and private institutions;
- scholarships for developing specific research topic co-funded by IRET-CNR in the framework of the ITINERIS project.

2. Winners of set-topic scholarships are required to conduct doctoral research on a specific topic indicated in the programme outline.

3. Positions with scholarships referred to in this Call may be increased and/or financed following further available funds obtained as part of calls funded by National Operational Programmes, Regional Operational Programmes, European Social Fund, or other EU, National and Regional, Programmes and or International Projects.

Additional scholarships, granted by public/private national/international institutions as well as through specific programmes or funds of public/private national/international institutions, may require specific entry requirements for candidates to be eligible for these scholarship (as an example but not limited to: age, citizenship, residence, etc). These scholarships can be connected to a research theme and a specific learning path. Reference is made to the conditions set out by the institution managing the grant for all that concerns additional entry requirements and research projects connected to these scholarships.

Art. 3

Admission requirements

1. Those who are in possession of one of the following qualifications, without any limitation of age, sex, citizenship may apply for the public competition:

- University degree obtained under the previous educational systems (ex ante D.M. 509/99, whose legal course has at least a four-year term);
- Laurea specialistica/magistrale (D.M. 509/99 and D.M. 270/2004);
- Equivalent academic qualification obtained abroad (see art. 4).

The suitability of the foreign qualification will be ascertained by the PhD examination Board, for the sole purpose of this selection, in compliance with current legislation, in Italy and in the country where the

qualification was issued, and with international treaties or agreements on the subject of recognition of qualifications for the continuation of studies.

Those who have only the three-year degree cannot apply.

2. The participation to public competition is also open to those who will obtain their Master Degree by the scheduled enrolment date (29 December 2023). In this case, conditional admission shall be granted. The Administration will check these requirements by the aforementioned date: failure to meet these requisites will result in the irrevocable loss of the right to enrol.

3. For candidates who have not yet obtained the title, the Examination Committees, instead of graduation and degree grade thesis, consider the average of the marks obtained in all the tests of the course of study that gives access to the competition, incurred to the date of submission of the application for admission.

4. Students currently enrolled without a scholarship can participate to competitive exams for the same PhD Programme they are already attending, but, if admitted, they cannot enrol unless they formally resign their doctoral position with the relevant Doctorate Committee.

5. Those who already hold a PhD are allowed to enrol, upon successfully passing the admission tests, another PhD Programme without scholarship (if they have been already granted one in the previous PhD), provided that topics and main scientific sectors are different from those related to the already obtained PhD.

6. Applicants will be excluded or application will be rejected if:

- the requested documents and information are not provided within the deadline and according to the rules laid down in the Call;
- the application fee not paid within set out terms;
- the academic qualification awarded abroad is not recognized as equivalent to an Italian qualification.
- the "Diploma Supplement" or the "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 CIMEA, is not provided to the PhD Office within the prescribed term.

Art. 4

International qualifications

1. In order 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 (Article 3.1). The Selection Board (Article 7) will carry out a comparative assessment of qualifications in order 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 diplomas - 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) academic qualification obtained abroad, of at least four years' duration, equivalent in terms of level of study (Master's Degree) to the Italian qualifications specified above;
- c) transcripts of records of Master's Degree with complete grading;
- d) any other document useful for the recognition of eligibility (such as the Diploma Supplement or the "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 CIMEA (<https://www.cimea.it/pagina-attestat-di-comparabilita-e-verifica-dei-titoli>)).

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

Applicants who apply under the condition of receiving their qualification from the University, shall submit the transcript of records with the list of exams passed (all the exams in their Master's Degree Program), grades and credits.

4. Recognition results of eligibility will not be communicated to applicants. Results will be published exclusively on the specific [webpage](#) of the PhD programmes.

Art. 5

Application and deadline

1. The deadline for applications is **December 15, 2023, at 2 p.m.** (CET).

2. Applications must be submitted only through the [Portal Student](#) (Portale dello Studente).

Applicants must register on [Portal Student](#) (Portale dello Studente) platform first to get the credentials (username and password) to access the sign-up process. Detailed instructions are available published on the specific [webpage](#) of the PhD programmes.

Qualifications and documents required by the chosen PhD program and indicated in the Program Information Sheet (**Annex A**) must be uploaded within the application.

Qualifications and documents must be attached as .pdf files and must not exceed 5MB each. Each file's denomination must bear the candidate's surname and the type of the qualification (e.g. **surname_curriculumvitae**).

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.**

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. 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 have to prove the knowledge of the English language.

The evaluation of candidates will be based on:

- an evaluation of academic qualifications that will precede the oral exam;
- an oral examination.

2. The schedule for the admission exams will be published on the specific [webpage](#) of the PhD programmes with the indication of the way, day, month, and time when they will take place and will be valid to all intents and purposes as the official convocation of the candidates.

Candidates admitted to the oral examination will bring with them an identity document considered valid by the current legislation in force.

The oral exams will take place in person.

3. Applicants living abroad can hold the interview by videoconference.

The videoconference form is available on the University website. Applicants must communicate to e-mail address dottorati@unitus.it their account which will be used by the Selection Board to video call the candidate.

4. Before the interview, candidates must show the ID they have attached to their application form for the purpose of identification. Non-indication or incorrect indication of video conference address, unavailability of the candidate on the day and hour established by the selection committee and non-exhibition of the identity document will represent causes of exclusion from the selection procedure.

The University of Tuscia declines all responsibility for any unpredicted technical problem impeding the oral exam in the form of video conference interview.

5. 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.

6. 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 Selection Boards

1. The Selection Boards will be nominated in compliance with current regulations.

Selection 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 specific [webpage](#) of the PhD programmes 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.

Art. 8 Selection and ranking

1. The Selection Boards will formulate a ranking list for each type of available positions (article 2, paragraph 1, letters a - b).

The rankings will report the sum of the marks obtained in the admission tests. Candidates will be admitted to PhD Programmes according to the ranking order until the number of positions available is covered. In the event of a tie between two or more candidates, the younger candidate will have priority in the ranking.

The final rankings are approved by Decree of the Rector.

2. A candidate admitted contemporarily to two or more PhD programmes must choose only one to attend.
4. The merit-based ranking lists will be published on the specific [webpage](#) of the PhD programmes. 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 specific [webpage](#) of the PhD programmes.
At the same time as the ranking is published, a notice will be sent to interested parties at the e-mail address indicated during the application process.
The notice 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.
2. If candidates withdraw from the course within one month from its beginning, the vacant places will be reassigned to the next candidates in the merit ranking list. If a candidate benefits of a fellowship, he will be required to pay back the installment already received. The remaining part of the fellowship will be reassigned by the University to another PhD candidate according to the ranking list.
3. Those who are waiting to graduate by December 29th, 2023 and, therefore, temporarily unable to enrol, must communicate by writing to dottorati@unitus.it no later than the deadline date published in the ranking list, their will to enrol in the doctorate as soon as the required qualification will have been obtained. A scan of the identity document must be attached to the above email, under penalty of exclusion. In the absence of the aforementioned communication, failure to enrol will be equivalent to waiving of the position.
4. To complete the enrollment it is necessary to follow the instructions published on the specific [webpage](#) of the PhD programmes.
5. 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.
6. The PhD courses will last no less than 3 years and will start **on 02 January 2024**.

Art. 10 Ph.D. scholarships

1. The scholarship, pursuant to Ministerial Decree 247/2022, amounts to €16.243,00 gross per year and it is paid on a monthly basis and includes National Insurance Contributions (INPS) which scholarship recipients are required to pay.
4. The gross annual taxable income limit to be eligible for the PhD scholarship is set at € 14.000,00, excluding the scholarship.
The duration of the scholarship payment is equal to the entire duration of the PhD course.
Payment of scholarships financed by external bodies is subject to the payment of the amount owed by the institution to Tuscia University.
3. The frequency of payment of the scholarship is monthly. The amount is increased by up to 50% for any authorised periods of research spent abroad for a maximum of 12 months; the amount is increased for a maximum of 18 months for doctoral students who start a joint thesis supervision agreement with Tuscia University and a foreign institution. Within the financial resources existing in the budget, each

PhD student is ensured a budget for research activity in Italy and abroad not less than 10% of the scholarship amount.

4. The cases of total or partial incompatibility for the use of the scholarship are established by current legislation. In particular, scholarship cannot be combined with research grants or other scholarships awarded for any reason, except with those granted by national or foreign institutions useful for integrating, with stays abroad, the activity of training or research of fellows and with funding from the MIUR Youth Fund. 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 doctoral scholarship twice.

Art. 11

Incompatibility

1. For what concerns any incompatibilities, candidates are invited to refer to the laws in force.

Art. 12

Ethical Code

1. PhD students will have to abide by the provisions of the University of Tuscia Code of Ethics, available at the link [Code of Ethical Conduct](#).

Art. 13

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 awarded or eligible for a scholarship for the a.y. 2023/24 granted by the Lazio Region for the Right to Education are exempted from paying the regional tax.

Art. 14

Duties of Ph.D. students

1. Admission to the PhD programme entails an exclusive full-time commitment according to the Regulation of PhD courses at the Tuscia University.
2. PhD students are required to carry out assiduously the activities of study, collective and individual, and the activities of research, as indicated by the PhD Board and Supervisor.
3. The PhD students, ordinarily, must carry out research and training activities, consistent with their training path, at highly qualified institutions abroad. The period abroad may not exceed 12 months.

Art. 15

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. In order 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. 16

Intellectual property of research results and publications

1. Intellectual and industrial property rights to any findings of the PhD student are governed in accordance with current legislation (Copyright Law - Legislative Decree 633/1941 - and Industrial Property Code - Legislative Decree 30/2005), to the Regulations for the management of industrial and intellectual property rights with reference to research activities carried out by university personnel and, if necessary, according to what is established in individual agreements with universities, companies or entities involved.
2. Applicants who are awarded scholarships funded by entities outside the University acknowledge and accept the provisions regarding intellectual and industrial property contained in the agreement between the University and the funding body. The doctoral students' inalienable moral right to be recognized as authors or inventors remains intact.
3. The Ph.D. student is, in any case, guaranteed the opportunity to carry out the normal publication activities envisaged by the programme, which must be scheduled in a manner compatible with the protection of any results.

Art. 17

Processing of Personal Data

1. Pursuant to art. 13 of the General Data Protection Regulation (EU) 2016/679, the information supplied by candidates will be gathered by the PhD Office and used for the management of the admission competitions and of the possible candidates' academic career. Granting consent for the handling of personal data is therefore obligatory and failure to do so will result in candidates' exclusion from the competition.
2. The information provided by the candidates will be communicated to the Tuscia University administrative offices and to the departments directly concerned with the legal and financial positions of the successful candidates.
3. Candidates are entitled to the rights stated in art. 13 of the General Data Protection Regulation (EU) 2016/679, including access to their personal data, its modification, updating, integration, cancellation etc., and likewise reserve the right to oppose any use of the data other than the institutional purposes stated above.
4. Personal information and documents provided by applicants will be treated by the University respecting the discipline described at <https://www.unitus.it/ateneo/privacy/>.

Art. 18

Head of Administrative Procedures

1. The Manager of Administrative Procedures, under Law no. 241 of 7 August 1990 and subsequent modifications and additions, is Mr Paolo Alfredo Capuani, Head of the Offerta Formativa Office, via S. Maria in Gradi n. 4, Viterbo. For information please contact the email address dottorati@unitus.it



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Art. 19

Final regulations

1. For all matters that are not expressly disciplined by this call, please refer to the [specific rules](#) governing this area and to the [University PhD Regulation](#)
2. This is a translation of the Call for Application for PhD Courses. It aims to provide foreign candidates with necessary information. Only the Italian version of this call for applications will be binding in case of controversies.

The Rector
Prof. Stefano Ubertini