



Il Rettore

Having considered the Law 3 July 1998, No. 210, and, in particular, the article 4, as modified by the article 19 of Law 30 December 2010, No. 240;

Having considered the Ministerial Decree no. 221 of December 14, 2021;

Having considered the Ministerial Decree no. 247 of February 23, 2022;

Having considered the current University Regulations in matter of PhD (issued with Rectoral Decree Rep. 723 of 17.07.2013, and subsequent modifications and integrations);

Having considered the Circular on 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 2024-2025;

Having considered the Decree of the Director General of the Territorial Cohesion Agency no. 627 of November 30, 2023;

Having considered the proposal for funding a PhD scholarship by the Department of Economics, Engineering, Society and Business Organization of the University of Tuscia at Viterbo (Scientific Advisor Prof. M. Marconi);

With the condition that all possible modifications, amendments and integrations to the present call will only be communicated on the University website at <https://www.unitus.it/post-laurea/dottorati-di-ricerca/ammissione-al-dottorato/bando-ciclo-xxxix/> web page;

DECREES AS FOLLOWS

Art. 1

Call for Application

1. The University of Tuscia hereby announces a public competition for the assignment of no. 2 additional PhD scholarships for the admission to the following PhD Programmes of the 39th cycle:

- Economics, management e quantitative methods;
- Engineering for energy and environment.

2. In **Annex A**, which forms an integral part of this Call, for each course the location, course Coordinator, research topics, the number of the available positions with scholarship, selection procedure and qualifications assessed, admission test timetable and programs offered are specified.

3. The PhD Program Information Sheets (Annex A) of each PhD Program are published on the University website at <https://www.unitus.it/post-laurea/dottorati-di-ricerca/ammissione-al-dottorato/bando-ciclo-xxxix/> web page and on the Euraxess website (<http://ec.europa.eu/euraxess>).

Art. 2

Types of scholarships available to applicants

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

- a. scholarship for developing specific research topic, funded by the Territorial Cohesion Agency;
- c. scholarship for developing specific research topic, funded by the Department of Economics, Engineering, Society and Business Organization of the University of Tuscia at Viterbo.

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



Art. 3

Admission requirements

1. The following people can apply in the selections, without age and citizenship restrictions:

- a) those who, at the deadline of the Call, have obtained a specialist degree (D.M. No. 509/1999), or alternatively, a Master's degree diploma (D.M. No. 270/2004), or a degree diploma (old system), or a similar academic qualification, also obtained abroad, and declared equivalent or recognized as suitable for admission to the PhD Courses, based on the principles sanctioned by international conventions on the subject;
- b) or those who do not meet the above requirement at the deadline of the Call, provided that they achieve the qualification required for participation by 28th June 2024, under penalty of forfeiture of admission, in the event of a successful selection.

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.

2. 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 Admission 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" (Declaration of Value) 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-attestatati-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 PhD Programmes website at <https://www.unitus.it/post-laurea/dottorati-di-ricerca/ammissione-al-dottorato/bando-ciclo-xxxix/> web page.



Art. 5 Application and deadline

1. The deadline for applications is **June 19, 2024, at 1 p.m. (CET)**.

2. Applications must be submitted only through the online platform available at

<https://studenti.unitus.it/WorkFlow2011/Logon/Logon.aspx?ReturnUrl=%2f> web page.

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 at Recognition results of eligibility will not be communicated to applicants. Results will be published exclusively on the PhD Programmes website at <https://www.unitus.it/post-laurea/dottorati-di-ricerca/ammissione-al-dottorato/bando-ciclo-xxxix/> web page.

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 10MB 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.

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.

4. 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 will 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 to each PhD Course of the XXXIX will be published on the University website at <https://www.unitus.it/post-laurea/dottorati-di-ricerca/ammissione-al-dottorato/bando-ciclo-xxxix/>

web page, 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 examinations will bring with them an identity document considered valid by the current legislation in force. Oral exams will take place in person.

3. Applicants living abroad can hold an interview by videoconference only if the exam consists in the evaluation of the qualifications and in an interview.

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.

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.

4. 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.

5. 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 PhD Programs website <https://www.unitus.it/post-laurea/dottorati-di-ricerca/ammissione-al-dottorato/bando-ciclo-xxxix/> web page 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. Applicants will be admitted to PhD Programme according to the ranking order. The rankings will report the sum of the marks obtained in the admission exams.

In the event of a tie between two or more candidates, the younger candidate will have priority in the ranking, according to art. 3, paragraph 7 of Law 127/97 as amended by art. 2 of the Law 16.06.1998, n. 191.

The 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.

3. The merit-based ranking lists will be published on the University website at <https://www.unitus.it/post-laurea/dottorati-di-ricerca/ammissione-al-dottorato/bando-ciclo-xxxix/> web page.

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 <https://www.unitus.it/post-laurea/dottorati-di-ricerca/ammissione-al-dottorato/bando-ciclo-xxxix/> web page.

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.

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 candidate benefits of a fellowship, he will be required to pay back the installment already received.

3. Those who are waiting to graduate by June 28th, 2024, 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 above-mentioned communication, failure to enrol will be equivalent to waiving of the position.

To complete the registration, it is necessary to follow the instructions at <https://www.unitus.it/post-laurea/dottorati-di-ricerca/ammissione-al-dottorato/bando-ciclo-xxxix/> web page.

4. 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.

5. The PhD courses will last no less than 3 year and will start on **01 July 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 frequency of payment of the scholarship is monthly.
2. 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 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.
4. 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.
5. 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.
6. 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 following 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. 2024/25 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 University of Tuscia.
 2. PhD students are required to carry out their curricular activities in accordance with the procedures and times established by the Board of Professors of the PhD Program.
- PhD students may spend periods of study at Italian or foreign research institutions in agreement with the Supervisor and authorized by the PhD Coordinator of the PhD course.



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 <http://www.unitus.it/it/unitus/footer/articolo/privacy1>

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 any information about applications, please contact the email address dottorati@unitus.it.

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 published on <https://www.unitus.it/post-laurea/dottorati-di-ricerca/normativa-dottorati/>.
2. This is a translation of the Call for Application for PhD Courses. Its purpose is to provide foreign students with necessary information. Only the Italian version of this call for applications will be binding in case of controversies.

The Rector
Prof. Stefano Ubertini