



Il Rettore

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

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

HAVING REGARD TO the Ministerial Decree n. 226 of December 29, 2021;

HAVING REGARD TO the Ministerial Decree no. 247 of February 23, 2022;

HAVING REGARD TO the Statute of the University of Tuscia of Viterbo issued by R.D. no. 480 of 8 June 2012, pursuant to Law no. 240 of 30 December 2010, and amended by R.D. no. 185 of 11 March 2019;

HAVING REGARD TO the General University Regulations in matter of PhD;

HAVING REGARD TO the resolution of the Administrative Council of June 6, 2024;

CONSIDERED that some positions with and without 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 University website, under the label "[Dottorati di Ricerca](#)";

DECREES AS FOLLOWS

Art. 1

Activation of PhD positions

1. The University of Tuscia hereby announces a public selection, through competitive examinations, for the award of 2 positions in the following doctoral programs XL cycle:

Phd Programs	Positions	Research topics
Economics, management and quantitative methods	1	"Innovation, quality and sustainability for the competitiveness of the olive oil supply chain"
Society in change: policies, rights and security	1	"Roma Capitale's Revenue and Own Taxes Connected to Demographic, Artistic, and Institutional Peculiarities"

2. In **Annex 1**, which forms an integral part of this Call, the objectives of each PhD course, the research and training program, the admission procedures and the examination schedule are specified.

3. The PhD Program Information Sheet (Annex 1) is published on the University website, under the label "[Dottorati di Ricerca](#)", on the Euraxess website (<http://ec.europa.eu/euraxess>) and on the [website](#) of the Ministry of University and Research.

Art. 2

Admission requirements

1. Candidates of any age and nationality may apply, provided they hold, by the application deadline, a Master's degree (D.M. 270/2004) or an equivalent qualification by level of study.
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 payed 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. 3

International qualifications

1. Applicants with an academic qualification awarded abroad can be admitted to a PhD course only if the above-mentioned qualification is equivalent to a second-cycle Italian degree ("Laurea magistrale") awarded at an officially recognized foreign academic institution, which grants admission to a PhD course in the education system/Country in which it was awarded (except for significant differences).
Said qualification must be comparable to the Italian degree required for the admission to a PhD course (i.e. master's degree or another equivalent second-cycle degree).
The suitability of the foreign qualification is ascertained by the Admission Committee responsible for admission to the PhD course (art. 6), in compliance with the relevant legislation in force in Italy and in the country where the qualification was awarded and in accordance with international treaties or agreements on the recognition of qualifications for the pursuit of studies.
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](#)).
3. Non-submission of the specified documents shall result in the candidate's exclusion from the selection.
The candidate may be required at any time to submit further documents, in order to verify the eligibility of his/her degree.
4. Recognition results of eligibility will not be communicated to applicants. Results will be published exclusively on the University website, under the label "[Dottorati di Ricerca](#)".

Art. 4

PhD positions reserved for candidates employed by companies, institutes or public research centres

1. Employees of companies, institutes or public research centres in highly qualified positions may be assigned, while keeping their job position and stipend, specific positions within a PhD course accredited as industrial. For these positions, the training objectives and research activities are arranged between the University and the company, institute or public research centre by means of a specific agreement.

Candidates' interviews will include a discussion of the research topics proposed by the company.

A separate ranking list is drawn up for these candidates.

2. Candidates interested in these positions must select the appropriate administrative category during the application procedure, if available for their chosen PhD course.

Art. 5

Application and deadline

1. The deadline for applications is **December 23, 2024, at 2:00 p.m. (CET)**.

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

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 on the University website, under the label "[Dottorati di Ricerca](#)".

Qualifications and documents required by the PhD program and listed in the Program Information Sheet (**Annex 1**) 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. The payment of the application fee is mandatory.

3. Applications received by email or by any other means than the online platform will not be considered.

Applications submitted after the deadline will not be considered, and applicants will be excluded from the selection procedure.

Applicants with a disability may benefit from a 50% additional time.

Upon request, applicants with specific learning disorders may benefit from a 30% additional time.

These requests must be submitted following the instructions provided in the online application procedure.

4. Applicants are kindly invited to submit their applications well in advance of the deadline.

Applicants are responsible for ensuring the correct completion of the online procedure. After the submission is completed on the online platform, it is not possible to make changes or add documentation.

Complaints regarding system malfunctions due to website traffic overload near the deadline will not be accepted.

Art. 6

Entrance examinations

1. The PhD admission exam is designed to provide a thorough comparative assessment of applicants and will be administered according to the guidelines outlined in the attached PhD program specifications (**Annex 1**).

2. The evaluation of candidates will be based on:

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

The oral exam includes an assessment of English language proficiency.

3. Oral exams will take place in person.

Prior to the interview, candidates must show the ID they have attached to their application form for the purpose of identification.

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

Admission Committee

1. The Admission Committee for the PhD program is appointed in accordance with current regulations and the provisions of the University's PhD Regulations.

The composition of the Admission Committee will be published on the [University's website](#) on the PhD program page after the application deadline.

2. The Admission Committee will determine the evaluation criteria and procedures, if not already specified.

Art. 8

Selection and ranking

1. Candidates will be admitted to the program in accordance with the order of merit.

In case of a tie in the score, the following will prevail: a) the candidate with the highest graduate degree score; b) in case of a tie in the graduate degree score, the candidate with the highest average exam score; c) in case of a tie in the elements indicated in points a) and b), the youngest candidate."

The only official notification of the final ranking list will be published on the [University's PhD program webpage](#).

Art. 9

Enrolment procedure

1. Once the regularity of the competitive procedures has been verified, the final ranking list will be published exclusively on the [doctoral programs webpage](#) of the University website.

The only official notification of the final ranking list will be published on the [University's PhD program webpage](#).

2. In the event of a course withdrawal within one month of its commencement, the vacant places will be assigned to the subsequent candidates on the merit list. Such candidates will be notified via email and, if interested, must enroll and pay the enrollment fee within three days of receiving the email. After this deadline, the candidate will be considered as having withdrawn.

If the candidate is the beneficiary of a scholarship, they will be required to return the installment already received.

3. Students can access the course enrollment procedure through the [Student Portal](#).

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.

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.

To each PhD student, with or without scholarship, a budget for research activity in Italy and abroad is awarded, amounting to 10% of the scholarship, in accordance with the provisions of the Ministerial Decree n. 226/2021, art. 9.

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 following link [Code of Ethical Conduct](#).

Art. 13
Tuition fees

1, Doctoral students who benefit from a scholarship or other equivalent forms of support as per Ministerial Decree 226/2021 are exempt from paying university tuition fees.

Enrolled students in doctoral programs are in any case required to pay an annual virtual stamp duty of €16.00 and an annual regional tax of €140.00.

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

3. The withdrawal or the exclusion from a PhD Program does not give you the right to a tax refund of the fees paid.

Art. 14
Duties of Ph.D. students

1. The PhD courses will last no less than 3 years and will start on January 1, 2025.

Admission to the Doctoral Program requires a full-time commitment, in accordance with the training project defined by the Academic Board and the Regulations of the Doctoral Programs of the University of Tuscia.

2. For non-European doctoral students who require an entry visa to Italy, the possibility of starting research activities remotely is foreseen, subject to the positive opinion of the Course Coordinator.

This possibility is granted upon demonstration that the visa application has been submitted to the relevant Embassy or Consulate and must be done as soon as the enrollment procedure is completed.

3. Specific regulations may be established for doctoral students enrolled in a doctoral program in collaboration with a company, an industrial doctoral program, and for employees of affiliated institutions.

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 according to the provisions of the agreement signed with the Italian Revenue Agency.

2. Research results obtained during the PhD will be jointly owned by both parties, safeguarding the author's and inventor's moral rights.

The Italian Revenue Agency may negotiate with the Department to which the selected Doctoral research course belongs, at the time of the assignment of the apprenticeship contract and once the related research project has been defined, a separate agreement to regulate the aspects related to the acquisition of background knowledge by the tutor or his/her research group, as well as the aspects related to the generation of joint foreground by the tutor or the research group. Such Agreement shall be signed, for the University of Tuscia, by the Director of the Department and countersigned by the Scientific Tutor, in acceptance of the aforementioned aspects."

3. In any case, the doctoral candidate is guaranteed the opportunity to carry out the ordinary publication activities provided for in the training program, 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 Revenue Agency 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

Art. 19

Final regulations

1. For all matters not specifically provided for in this Call for Applications, the provisions of the laws and regulations governing doctoral studies, higher education and research apprenticeship contracts, and the public notice approved by the Head of the Department of Civil Service (Dipartimento della funzione pubblica) with Decree of 31 May 2024, No. 52832453, shall apply.



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DEGLI STUDI DELLA
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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