

Instructions for correctly completing the application for admission to the Ph.D. Programs - XLII Cycle.

Before completing the application, it is essential to carefully read the published call for applications to understand the participation methods and rules. Furthermore, it is crucial to review the fact sheet for the specific Ph.D. program you intend to apply for, as each program may require different information and documents for admission.

FAQ - Frequently Asked Questions

1. What should I do if I did not correctly upload the documents required by Annex A of the chosen Ph.D. program to the Portal and have already submitted the application?

a) If I have already paid the €25 fee: If the documents were not uploaded correctly or are incomplete but the application has already been submitted, and the candidate has already paid the €25 fee, the candidate must:

- cancel the already submitted application;
- complete a new application;
- proceed again with the payment of the €25 fee.

b) If I have not yet paid the €25 fee: In this case, the candidate must:

- cancel the already submitted application;
- complete a new application;
- proceed, before the application deadline, with the mandatory payment of €25.00 to finalize the application.

It is essential to ensure that all documents are correctly attached and that the file names comply with the guidelines in Annex A before finalizing the submission.

2. How should I name the files to be attached to the application?

It is essential that the files are named as indicated in the call for applications for correct and valid identification. The file name must necessarily include the candidate's surname followed by an underscore and the type of document (Example: rossi_curriculumvitae.pdf, rossi_publication_1).

3. Are there limits to the size of the files to be uploaded?

Yes, each individual PDF file uploaded must not exceed 10 MB in size. Make sure to check the size of the documents before uploading them to avoid problems during the application submission. If, after uploading the documents, the GOMP Portal continues to load the page and you are unable to complete the application procedure, it is very likely that you have attached a file that is too large. You will need to compress the large PDF and re-upload it.

4. In the case of an incomplete application or one not submitted within the specified deadlines, is it possible to supplement it via email with the missing documentation?

No, under no circumstances is it possible to supplement the documentation via email, as the admission application must be submitted exclusively through [the Student Portal](#), by and no later than the deadlines specified in the call for applications.

It is recommended to carefully verify the completeness and correctness of the information and documents entered before the final submission of the application and its payment.

5. Can students apply for more than one Ph.D. program? Yes, students can apply for more than one Ph.D. program. For each application submitted, candidates must pay the €25.00 participation fee.

6. Can I apply for two different research topics for the same Ph.D. program?

No. It is possible to submit only one application per Ph.D. program and, within that program, for only one curriculum.

7. Is there a tutorial to guide the candidate in completing the application?

Yes, the guidelines for completing the application are published on the page dedicated to the selection procedure.