

CALL FOR THE SELECTION FOR THE ADMISSION TO DOCTORAL RESEARCH COURSES XXXV CYCLE

Art. 1 – Purpose

The University of Siena calls for the selections for the admission to the following PhD Courses for the academic years 2019/22 – XXXV Cycle:

- **Apprendimento e innovazione nei contesti sociali e di lavoro (Learning and innovation in social contexts and workplaces);**
- **Biotechnologie mediche (Medical Biotechnology);**
- **Chemical and pharmaceutical sciences;**
- **Fisica sperimentale (Experimental physics);**
- **Ingegneria e scienza dell'informazione (Engineering and Informatic science);**
- **Scienze e tecnologie ambientali geologiche e polari (Environmental, geological and polar sciences and technologies);**
- **Scienze giuridiche (Legal sciences)**

Following the indications of the Ministerial Decree n. 45/2013, the PhD will be activated should the ANVUR gives favorable opinion on the possession, by the University of Siena, of the Ministerial accreditation requirements.

This announcement is composed by a general legal part and one form referring to the detailed specific rules for each PhD course, including the established scholarships. If any new funding will be acquired, new scholarships will be added inside this form.

The Specific data for each PhD can be found in the forms published referring University webpage, for each PhD course.

In each form are also indicated:

- Total number of PhD positions, with and without scholarship that will be assigned following the specific ranks related to each Course;
- Free and special Research topics;
- Number of positions reserved to Candidates with qualification obtained abroad;
- Number of positions reserved to Candidates resident abroad and with qualification obtained abroad.
- Selection methods.

Positions with scholarship could be increased as much as any new funding will be acquired by Public and Private lenders.

Scholarships will be assigned as soon as all provided legal and financial documents will be completed.

Art. 2 – Admission requirements

Applicants can submit application with no age and citizenship limitations who already achieved the academic title for access or who will achieve it within October 31, 2019. Here follows a list of the accepted Academic degrees:

- Italian Degree (Laurea) awarded according to the University rules (lasting at least 4 years);
- Italian second cycle Degree (Laurea Specialistica/Magistrale) lasting 3+2 years or a single 5 years cycle;
- Academic qualification (Degree) achieved abroad, make equal to an Italian qualification in level, length and content.

Candidates with Degree obtained abroad must attach to the on-line application form:

- a. Certificate of the Degree with exams and related votes list, “transcript”, in Italian or English language;
- b. Diploma supplement, if achieved;
- c. Copy or copies of any document, helpful to evaluate the admissibility of the title.

In any moment, the University of Siena can ask applicants for more documents, in order to verify the admissibility. Candidates with abroad degree will be admitted conditionally, if title will not result compliant to the requirements for PhD access, they will be excluded from any position acquired.

University Administration can decide in any moment, with motivated administrative provision, the exclusion of the candidates who don't satisfy the requirements of the present Announcement.

Art. 3 – Application form

Call for applications must be submitted from May 9th, 2019, 10.00 AM (CET) with peremptory deadline June 7th, 2.00 PM (CET), at the following web address: <https://segreteriaonline.unisi.it/Home.do> . No other means and are accepted to submit the application.

Should the Candidate already registered on the University of Siena virtual Office, he can access his position by using the login username and password to choose the desired PhD path to submit the Selection application , if not, he has to follow the registration procedure, first. All requested documents, both mandatory and helpful for the evaluation by the judger Commission, must be uploaded in PDF format.

At the end of the application on-line procedure, the system will release a printable PDF document as proof of the correct end of the procedure. At the end of this procedure, no data can be modified in any way. Applications must be exclusively completed and submitted online at the web address: <https://segreteriaonline.unisi.it/Home.do>. Only application submitted on-line will be taken into consideration. Please follow the “Application instructions” available on <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxv-ciclo>, and select the relevant doctoral programme.

Candidates can participate to more than one competition.

Art. 4 – Examination tests

Examination tests dates and composition of the judger Commission for the admission procedure will be updated on the form of the selected Doctoral programme at least 15 days before the date scheduled for the first test. The dates published on the form are Official summons for the tests, no further call or communication on tests content will be sent to Candidates.

All information and communications relating to the Competition can be found in the modules published on the University web page, for each PhD course. To be admitted to sustain the tests, Candidate must present himself on the indicated place, date and time, with a valid identification document, i.e. ID card, Passport, driver's license.

Oral tests, whether contemplate, can be hold by Skype conference call. In this case, interested parties have to submit a specific request by communicating their skype name on the application form. Who had obtained the auhorization to hold the oral exam this way, has to guarantee the possession of a technical instrument like a webcam in order to permit the personal identification by the judger Commission, based on the comparison between the scanned photo of the ID document indicated on the application form and uploaded during the on-line procedure.

The Candidate must be present at the date and time previously communicated by the judger Commission, who has the faculty to agree with the Candidate a precise time to start the oral test, holding the same ID document communicated and uploaded during the on-line application procedure. Any missing notice of the personal Skype name, lack of connection, failure exhibition of ID document, the missed presentation of the Candidate at the established date and time as previously indicated, causes the exclusion from the competition. The University of Siena declines any responsibility for the eventuality that technical reasons prevent the regular conduct of the oral interview.

Oral interviews, included distance interviews, are public.

Art. 5 – Rankings and enrolling to the PhD Courses

Rankings will be published at the web address: <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxv-ciclo>, by selecting the reference Doctoral programme. The publishing on the above indicated site is an official communication, so the winners will be not personally informed of their ranking position. Positions will be assigned based on those rank lists. If someone gives up the place, next eligible candidate on the same list will take his place. In case of contemporary presence of the same Candidate in more than one ranking list of the same Doctorate, the College of Professors will indicate the assignment priority. In case of contemporary presence of the same Candidate in the rankings belonging different Doctorates, the Candidate himself has to opt one among them.

The Rector approves the Competition acts and the rankings and, by own Deed, decrees the admission of the Candidates to the Courses. Rankings and names of the admitted Candidates will be published in the webpage of the reference Doctoral programme. Duration of the courses is three years, beginning October 1st, 2019.

Being enrolled in a Doctoral programme is not compatible with contemporary enrollment in University degree or Master Degree and Active Training Internship. For other incompatibility not defined in this article, please refer to the current legislation.

Winners (with or without scholarship) must enroll, within the deadlines indicated on the webpage <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxv-ciclo> and selecting the reference Doctoral programme, exclusively on-line, by using the dedicated procedure to enroll, at the web address: <https://segreteriaonline.unisi.it/Home.do>, some indications of how to enroll can be find at the page of the Doctoral programme: <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxv-ciclo>.

Enrollment entails for the candidate the commitment to attend the training activities aimed at the acquisition of soft skills and to carry out an authorized period of study and research abroad.

In order to complete the enrollment, on the “Payments” section will be possible to print the “MAV” bill, to pay by credit card or to be presented at any Bank office to be paid. No forwarding of the paper bill to the Offices is required, hold this for own personal use. Those admitted who do not comply with the foregoing are supposed deem they are renouncing.

The definitive completion of the enrollment is conditioned by the verification of the possession of the requirements for access to the course. Until such time, the registration is subject conditionally.

Candidates with foreign academic qualification

Candidates who meet the requirements to enroll but hold a foreign academic qualification (for at least a four years programme) that has not been yet declared equivalent to an Italian qualification by an Italian university, must also attach an electronic copy of the following documents during the online enrollment procedure:

- copy of the original qualification awarded - translated and authenticated by the competent Italian Consulate or Embassy;
- a transcript, i.e. a certificate attesting to the qualification with a list of exams passed and grades, in Italian or in English – translated and authenticated by the competent Italian Consulate or Embassy;
- copy of any document that may be useful for assessing the suitability of the qualification (e.g. Diploma supplement)
- copy of the Declaration of Value (Dichiarazione di valore “in loco”) issued by the competent Italian Consulate or Embassy abroad, in compliance with current norms on the admissibility of foreign students to degree programmes in Italian universities. The Declaration of Value must clearly indicate that the academic qualification allows access to doctoral programmes in the country in which it was awarded.

The original or authenticated copies of the documentation listed above must be presented to the Doctoral admission Office (Ufficio per il Dottorato di Ricerca, address: Via del Refugio, 4-53100-Siena) of the University of Siena within six months from the official start of the programme.

Candidates who do not present the documentation regarding the foreign qualification are admitted to the programme “conditionally”. They will be dismissed from the doctoral programme if they do not present the

documentation within six months from the official start of the programme. They will also be dismissed if, on assessment of the documents, the qualification is considered not suitable for admission to the programme.

Non-EU candidates

Non-EU candidates who have passed the admission exam will be admitted to the courses as long as they have a permit to enter and reside in Italy and are legally residing in Italy; in this case they must present a copy of their passport and a valid residence permit issued by the competent authorities.

Non-EU citizens residing abroad must present a copy of their passport, entrance visa and residence permit for the purpose of study issued by the competent Questura (Police headquarters).

Public employees

Public employees admitted to PhD programs enjoy, for the period of normal course duration, the expectation provided for by collective bargaining. If employees are hired on the basis of a contract under public law, they will be able to enjoy periods of extraordinary leave for study reasons, compatibly with the needs of the administration, pursuant to article 2 of the law of 13 August 1984, n. 476, and subsequent amendments, with or without paycheck and unless explicitly waived, only if they are enrolled for the first time in a doctorate course, and regardless of the disciplinary field.

In the event of admission to the PhD program without a scholarship, or in the case of renouncing to it, one keeps the economic, social security and retirement position of the public administration in which the employment relationship is established (Law No. 448/2001).

Art. 6 - Scholarship

The annual scholarship is equal to € 15.343,00 and subject to the separate (INPS) social security contribution account. Scholarships will be awarded after a comparative evaluation of merit.

In case of a scholarship funded by public or private Institutions outside the University, the scholarship will be awarded only in the presence of the corresponding funding.

Scholarships involving specific research bind the assignees to carry out this activity and to comply with the requirements.

The duration of the scholarship covers the entire duration of the course and will be paid by deferred monthly instalments. Should the PhD applicant waive the scholarship or the PhD programme, the University will simultaneously interrupt the payment of the scholarship.

PhD scholarships cannot be combined with other scholarships awarded for any purpose, except with those awarded by national or international institutes granted in order to integrate the educational or research activities of scholarship holders.

Those who have already used even part of a scholarship for a PhD course cannot benefit a second time.

Art. 7 - Taxes and contributions

PhD students without a scholarship are required to pay the regional tax for the university study fee of € 140.00 per year and the electronic stamp for the state stamp duty of € 16.00, to be paid together with the enrollment by credit card or by submitting the appropriate downloaded form (MAV) during the online procedure at a bank. The PhD students holding scholarships are required to pay the University tuition fee of € 340.00, the annual payment of the Regional Tax for the University Study of € 140.00 and the payment of the Government tax of € 16.00, to be paid at the time of enrollment with the form specifically downloaded (MAV) during the online procedure in a Bank or directly On-line by credit card.

Tax exemptions and contributions

Students with a recognized disability equal to or greater than 66% and the Doctorate student's winners or eligible for the A.Y. are exempted from paying university fees and regional tax 2019/2020 for the scholarship awarded by the Regional Company, the "Azienda Regionale per il Diritto allo Studio".

Art. 8 - Students' attendance requirements

The duration of the PhD program is three years beginning October 1st, 2019.

The rights and duties of the doctoral students during the course attendance are governed by the Regulations on the Ph.D. program of the University of Siena.

The attendance of the research doctorate involves an exclusive and full-time commitment.

Art. 9 - Achievement of the title

The PhD degree is obtained by passing the final exam, after evaluation by two experts external to the doctorate.

The doctoral thesis must be filled directly by the interested parties, electronically, in the University Repository: *USiena-air* at the web address: <http://usiena-air.unisi.it/> in order to guarantee the automatic deposit at the National Libraries, too. The deposit is an indispensable condition for the closure of the career and the issue of the title.

ART. 10 - Mendacious statements

Pursuant to art. 75 of the Presidential Decree of 12/28/2000 n. 445, without prejudice to the provisions of art. 76 in criminal matters, if the verification of the substitutive declarations of certifications reveals the non-truthfulness of the content of the same, the declarant forfeits any benefits consequent to the provision issued on the basis of the untruthful declaration.

Art. 11 – Responsible for the procedure and processing of personal data

The person in charge of the procedure is identified, pursuant to articles 4, 5 and 6 of law n. 241/1990 and subsequent modifications, in the person of Raffaella Todaro, head of the Research Doctorate Office. The personal data provided by the candidates will be collected at the University of Siena for the purposes of managing the competition and will be processed in an automated form in accordance with the current legislation to which reference is made for anything not specified in this announcement.

Art. 12 – Advertising of the announcement

This announcement will be published at <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxv-ciclo> and advertised electronically on the University of Siena website, on the website European Euraxess and on the Ministry's one.

The present announcement and the rankings will also be published on the official University board <http://albo.unisi.it>

Art. 14 – Final provisions

What is not provided for in the present call for applications, reference is made to the University Didactic Regulations and to the Regulations concerning research Doctorates of the University of Siena and to the relevant national legislation.

Siena, data della firma digitale

(Signed) Il Rettore
Francesco Frati

(Signed) Visto
Il Responsabile del procedimento
Raffaella Todaro

(Signed) Visto
Il Direttore generale vicario
Giovanni Colucci