

CALL FOR APPLICATIONS FOR ADMISSION TO THE DOCTORAL RESEARCH PROGRAMME IN MEDICAL BIOTECHNOLOGIES - DEADLINE: 24 July 2020

ART. 1 - SUBJECT

1.1. The University of Siena announces a selection procedure for admission to the doctoral programme in **MEDICAL BIOTECHNOLOGIES** for academic year 2020/21, provided that the Ministry renews programme accreditation for the 36th cycle. **General admission requirements for the Doctoral Research programme.**

**DOCTORAL RESEARCH PROGRAMME IN MEDICAL BIOTECHNOLOGIES
A.Y. 2020/2021 – 36th CYCLE**

Phd PROGRAM (cycle XXXVI)		Medical Biotechnologies	
COORDINATOR		Lorenzo Leoncini lorenzo.leoncini@unisi.it	
Department		Medical Biotechnologies - Biotecnologie Mediche	
Course start date		1st October 2020	
Program duration		3 years	
Selection procedure		Evaluation of qualifications	
No. of places		8	
of which:			
Places with University grants	no. 4	Free research topic	
Places with grants funded by University Departments	no. 1	Department of Medical Biotechnologies – Tutor Prof. Simone Grandini	Research topic Oral and systemic diseases. Clinical, microbiological and molecular pathways
Places with grants funded by foreign States	no. 1		
Places without grant	no. 2		
Type of classification	<p>1- Single list in order of merit for n. 7 places with no specific project, 4 places with University grants, 1 place with grants from foreign States, 2 places without grant</p> <p>2- Single list in order of merit for n. 1 place with specific project</p>		
Documents for evaluation (to be sent with the online application form)	<ul style="list-style-type: none"> • Curriculum vitae et studiorum (containing the signed declaration “Dichiaro che quanto riportato nel presente curriculum corrisponde a verità ai sensi del D.P.R. 445/2000”) • Research project in English (max 4 pages) • Letters of reference (max n. 2) • Thesis abstract of the previous degree (gained in Italy, Second Cycle/Old Italian System) or gained abroad Bachelor’s degree/Master degree) (max 1 page) • English Certificate, if any, equivalent to at least level B2 • Declaration of acceptance to attend courses on European Soft Skills issues <p>The suitability of the foreign qualification (compulsorily translated into Italian, English or French) is ascertained by the examining commission of the entrance exam in compliance with current legislation on the subject and international agreements on the</p>		

	<p>recognition of qualifications for the continuation of studies.</p> <p>Candidates who have gained (or will gain by 31 October 2020) a degree at an Italian University must include in the Curriculum vitae et studiorum:</p> <ul style="list-style-type: none"> - University issuing the degree - Degree programme title and type of (Second Cycle or Old Italian System) - List of exams and relative grades - Date on which degree was obtained and final grade or date degree expected to be obtained (before 31 October 2020) <p>Candidates who have gained (or will gain by 31 October 2020) a degree at a foreign University (lasting at least four years) must also upload:</p> <ul style="list-style-type: none"> • Transcript, i.e. a degree certificate with a list of exams taken and grades issued in English or Italian or translated into English or Italian • Diploma supplement if any
Website	<p>https://www.dbm.unisi.it/it/didattica/post-laurea/dottorati</p>
Exam details	<p>Evaluation of qualifications:</p> <ol style="list-style-type: none"> 1-Curriculum vitae et studiorum 2-Research project <p>The candidates that will gained a minimum score of 20/40 points (curriculum vitae et studiorum and research project) will be admitted to the oral exam</p> <ol style="list-style-type: none"> 3-Oral exam (the knowledge of English language will be checked), the candidate will present the research project (7 min, max 10 min), minimum score 40/60 points <p>Minimum score for admission: 60/100</p>
Date of evaluation	<p>It will be published on the web site</p>
Selection Committee	<p>It will be published on the web site</p>

Any increase in the number of scholarships or integration of this decree shall be notified through publication of the related acts on the [36th cycle](#) webpage, under the relevant doctoral programme.

ART. 2 - ADMISSION REQUIREMENTS

2.1. All those holding the following academic qualifications, without age or nationality restrictions, may apply for admission to the doctoral programme: *Diploma di Laurea* awarded prior to Ministerial Decree 509/99 or *Laurea Specialistica* awarded pursuant to Ministerial Decree 509/99 or *Laurea Magistrale* awarded pursuant to Ministerial Decree 270/04 or equivalent academic qualification awarded abroad. The qualification awarded abroad must be comparable for level, nature, duration, content and academic rights (access to other courses) to the Italian qualification, and must have been declared equivalent by the appropriate academic authorities, also within the framework of interuniversity agreements for cooperation and mobility. In this case the applicant must indicate, as the date in which the qualification was awarded, the date in which the equivalence was recognized and the name of the Italian University that issued the provision. In the absence of said equivalence, the suitability of the foreign qualification shall be ascertained by the Selection Committee, also on the basis of indications provided by the appropriate University offices and pursuant to current applicable legislation in Italy and in the country in which it was awarded, as well as existing international agreements regarding the recognition of qualifications for continuing studies.

2.2. All those holding the qualification required for admission to the doctoral programme by 31 October 2020 may apply.

2.3. The university administration can at any time, through reasoned provision, exclude the candidate from the selection procedure should it be found that he/she does not meet the requirements for admission, as set out in this notice.

Academic qualification awarded abroad

The academic qualification completed abroad, of at least four-year duration, must be a second cycle degree pursuant to the university regulations in the country in which it was awarded and must allow admission to doctoral programmes in that country.

Applicants with academic qualifications awarded abroad must attach the following to the online application: certificate of the academic qualification with the list of examinations and marks (a transcript of records) - in Italian or English, or translated into Italian or English and a copy of any document of use in evaluating the suitability of the qualification (e.g. Diploma supplement, curriculum, Declaration of Value). Candidates may at any time be called upon to integrate the documentation submitted in order to verify that they meet the admission requirements.

Candidates holding a foreign academic qualification are admitted to the selection procedure with reserve and may be excluded from the doctoral programme should it be found that they do not meet the admission requirements of this call for applications. Successful applicants must submit the documentation under art. 5.

The university administration may exclude applicants at any time on the grounds of ineligibility.

ART. 3 - APPLICATION

Applications may be submitted online starting at 10am (Central European Time) on 25 June 2020 and no

later than 2pm (CET) on 24 July 2020 using the special on-line application procedure available at <https://segreteriaonline.unisi.it> . Follow the tutorial and application instructions for the relevant doctoral programme available at <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxvi-ciclo>. Candidates must follow the relevant steps in the tutorial and the “application instructions”, depending on whether or not they are already registered on the <https://segreteriaonline.unisi.it> portal and therefore on whether or not they hold the login credentials.

The "Documents requested for assessment" indicated in the specific table (under art. 1 of the call for applications for admission to the doctoral programme) must be uploaded through the online procedure as PDF files.

As confirmation that the application has been registered, an automatic “Application memo” will be issued. The application form is automatically sent to the University when the procedure at <https://segreteriaonline.unisi.it> has been completed. Applicants are therefore not required to send or deliver documentation to the University offices.

Candidates may apply to more than one selection procedure.

ART. 4 ADMISSION EXAM AND SELECTION COMMITTEE

4.1. The exam dates and composition of the selection committee shall be published on the webpage <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxvi-ciclo> (select the Doctoral Research programme of interest) at least 15 days before exams take place. Publication serves as official notification, and **candidates shall receive no personal communication, nor notifications regarding exams.**

4.2. The exams, which aim to assess the candidate's aptitude for scientific research, will take place as indicated in the specific table of each doctoral programme. To sit the exam, candidates must show the valid identification document (ID card, passport, driver's license) uploaded during the application process. Considering the current health emergency, interviews may be conducted online using GMeet. Procedures shall be indicated on the webpage <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxvi-ciclo> under the individual doctoral research programmes. In this case, candidates must use a webcam to enable identification by the Selection Committee, be available at the personal address indicated during the registration procedure, on the day of the oral exam, in accordance with the calendar indicated in the programme details sheets. The Committee may set a specific time for the start of the interview, in agreement with the candidate.

For identification purposes and, on pain of exclusion from the selection procedure, candidates must identify themselves before interview by showing the identity document which was sent in annex to the application.

Failure to provide a personal address, to connect online, to present on the day or at the agreed time, or failure to present a valid identity document pursuant to the previous paragraph constitutes **cause for exclusion from the selection procedure.**

The University declines all responsibility for any technical difficulties that may hinder the regular completion of the interview process.

Interviews, even those held remotely, are open to the public.

4.3. The selection committee shall consist of at least three members of the permanent teaching staff, and may comprise up to two experts, even foreign ones, selected from institutes and public or private research centres. It shall be nominated by the Rector, after approval by the Academic Board. The evaluation criteria are established ahead of time by the Selection Committee in a plenary session.



4.4. The administration cannot be held responsible for any lack of communication due to an error in the address indicated by the candidate or failure to notify the administration in due time of a change in the address indicated in the application form, nor for any postal errors or telegraphic malfunctions that are not attributable to the University Administration itself.

ART. 5 – RANKING AND ENROLMENT

5.1. The Rector's Office shall approve the selection acts and rankings and shall issue a decree regarding the admission of candidates.

The merit ranking of suitable applicants and the winners (with or without a scholarship) shall be published at <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxvi-ciclo> under the relevant doctoral programme.

Position in the ranking is based on the candidate's total score after assessment of the CV, qualifications, the project and any tests; in the case of equal merit, preference will be accorded to the youngest candidate. Places shall be assigned in accordance with the merit ranking.

Publication serves as official notification. **Winners shall receive no personal communication regarding the final ranking.**

Should candidates position themselves suitably in more than one doctoral research programme ranking, they must choose one programme only.

The doctoral programme has a three year duration and begins 1 November 2020.

5.2. **Winners with or without a scholarship must enrol, on pain of forfeiture, within the time frame published at <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxvi-ciclo> under the relevant doctoral research programme.**

Should successful applicants fail to enrol or forfeit their place, the next person in the ranking shall be admitted. The table below reports the dates on which waitlisted applicants may be awarded a place due to ranking adjustments:

	PUBLICATION DATE	DEADLINE FOR ENROLMENT
I RANKING ADJUSTMENT	5 OCTOBER 2020	BY 1pm on 7 OCTOBER 2020
II RANKING ADJUSTMENT	12 OCTOBER 2020	BY 1pm on 14 OCTOBER 2020
III RANKING ADJUSTMENT	19 OCTOBER 2020	BY 1pm on 21 OCTOBER 2020

The list of replacement candidates is notified through the same procedure adopted for the final ranking.

Should the candidate forfeit his/her place or fail to enrol, the next candidate in the ranking list shall be assigned a place in accordance with the dates indicated above. After these deadlines, in any case no later than 31 December, adjustments are possible only after approval by the academic board.

5.3. Students cannot simultaneously enrol on first or second cycle degree programmes, postgraduate schools, doctoral programmes or university Masters, even where allowed under their respective regulations.

For other forms of incompatibility not mentioned herein, please refer to the current regulations.

5.4. Simultaneous attendance is permitted only in the case of a postgraduate school in the area of medicine and a doctoral research programme. For those enrolled in both programmes, the duration of the doctoral

programme shall decrease to a minimum of two years (art. 19, Law n. 240/2010) in accordance with the following general criteria:

- a) The postgraduate student must have been awarded a place in the doctoral programme at the same university in which he/she is attending postgraduate school.
- b) Simultaneous attendance may be arranged during the last year of postgraduate studies and must be compatible with the activities and duties of the Postgraduate School, subject to approval by the School's council.
- c) the doctoral programme's academic board may approve any request for reduction after assessing research activities already completed during postgraduate specialization in the area of medicine, as certified by the school's council.
- d) During the year of simultaneous attendance, the specializing postgraduate student cannot receive a doctoral scholarship.

5.5. Winners (with or without a scholarship) must submit their request for enrolment, **no later than the deadline indicated under par. 5.2 using the dedicated online enrolment procedure** available at <https://segreteriaonline.unisi.it> following the "enrolment instructions", the tutorial available at www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxvi-ciclo and attaching all the documentation indicated in the page above.

5.6. Enrolment is confirmed on payment of fees through the **PagoPA system** (art. 5 of Code for Digital Administration and Legislative Decree 179/2012).

An enrolment receipt may be printed out at the end of the online procedure.

Successful applicants who do not complete the procedures above by said deadlines shall be considered to have withdrawn.

Enrolment is conditional, pending verification that the student meets programme admission requirements.

ART. 6 – APPLICANTS WITH FOREIGN ACADEMIC QUALIFICATIONS

Candidates who meet application requirements and hold a **foreign academic qualification**, of at least four-year duration, which has **not yet been declared equivalent (*equipollente*) by an Italian university**, must also attach the following, in digital format, to the online application:

- copy of the original degree awarded or certificate of the qualification issued by the awarding university.

In the case of a qualification awarded **outside the EU**, candidates must also submit a copy of the **Declaration of Value issued by the appropriate Italian diplomatic offices abroad**. The **Declaration of Value** must clearly indicate that the academic qualification allows access to doctoral programmes in the country where it was awarded.

Should the applicant not have a Declaration of Value, this and the original or authenticated copies of any other useful documentation must be presented to the University of Siena Doctoral Programmes Office (*Ufficio per il dottorato di ricerca*) **within six months from the official start of the programme**.

Candidates who do not submit the documentation relating to the foreign qualification will be admitted to the doctoral programme "conditionally" and will be excluded from the doctoral programme if they do not present the documentation within six months from the official start of the programme. They shall also be excluded if, on assessment of the documents, the qualification does not meet the requirements for admission to the programme.

Should the abovesaid documentation not be submitted or not certify the validity of the qualification for

accessing academic programme similar to a PhD (*Dottorato di ricerca*) in the country in which it was awarded, the candidate forfeits his/her place and must return any doctoral scholarship disbursements.

ART. 7 – NON-EU APPLICANTS

Non-EU applicants who are eligible for enrolment will be admitted to the programmes provided that they comply with the current provisions concerning entry and stay in Italy and are legally residing in Italy (art. 39, par. 5 of Legislative Decree no. 286 dated 25.07.1998, as modified by art. 26 of Law no. 189 dated 30 July 2002). They must therefore deliver a copy of their valid passport and residence permit issued by the competent authorities. If resident abroad, instead, they must provide a copy of the passport, of the entry visa and a copy of the residence permit for study purposes issued by the competent *Questura* (Police Authority).

ART. 8 - SCHOLARSHIPS

The annual scholarship amounts to Euro 15,343.00 and is subject to INPS social security contributions to the separate national insurance and pension scheme (*gestione separata*).

In the case of scholarships funded by bodies external to the university, public or private, the scholarship shall be awarded only in the presence of the corresponding funding.

Scholarships for undertaking specific research activities, bind the recipient to conducting said activity and to respect any requests.

The scholarship covers the entire duration of the programme and shall be paid out in deferred monthly instalments. Should the doctoral student forgo the scholarship or withdraw from the doctoral programme, the University shall interrupt scholarship payments.

The scholarship is not compatible with other grants of any kind, except those awarded by national or foreign institutions to supplement the recipient's training or research activity.

Those who have already been in receipt of a scholarship, even in part, for attending a doctoral programme cannot receive one a second time.

ART. 9 - UNIVERSITY FEES

9.1. At the time of enrolment, doctoral students without scholarship must pay the annual Regional tax amounting to € 140 and the € 16 virtual stamp duty.

Doctoral students in receipt of a scholarship must pay the annual university fee of € 340.00, the DSU (Right to University Study) Regional Tax amounting to € 140, as well as a € 16 virtual revenue stamp, to be paid at the time of enrolment.

9.2. Students with certified disability greater or equal to 66% are exempt from payment of university fees and the regional tax.

ART. 10 - DUTIES OF DOCTORAL STUDENTS

The doctoral programme entails exclusive, full-time commitment. Students are required to diligently carry out the activities related to the approved research project and to submit to the Academic Board, at the end of each year, a report on the activities and research performed and, at the end of the programme, a dissertation with original contributions.

Following the evaluation of activities performed by the student, the Academic Board of the doctoral programme shall decide on the admission of the doctoral student to the subsequent year. Given a valid reason, the Academic Board also has the authority to exclude candidates from progressing to the following

academic year.

ART. 11 – AWARDING OF THE DEGREE

The title of *Dottore di Ricerca* (PhD) is awarded once the doctoral candidate passes the final exam. The examination consists of an oral exam during which the student will defend his/her dissertation. The Examining Committee is appointed in accordance with the University Regulations governing doctoral programmes. Doctoral dissertations must be filed by the doctoral students themselves, in electronic format, in the University Repository: USiena-air <http://usiena-air.unisi.it/>, to be filed in the national libraries.

ART. 12 - RELEVANT LEGISLATION

For any matters not explicitly covered by this selection announcement, the University shall refer to the following Italian legislation:

- Art. 4 of Law no. 210 dated 3 July 1998;
- Ministerial Decree no. 45 dated 8 February 2013
- [University regulations governing doctoral programmes.](#)

ART. 13 - PROCESSING OF PERSONAL DATA

The University shall process personal data in printed or electronic format for the purpose for which they were requested in accordance with the European Regulation (EU) 2016/679 (General Data Protection Regulation).

ART. 14 - PUBLICATION

This call for applications shall be published at <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxvi-ciclo> and advertised online on the University of Siena, Euraxess and Ministry websites. Furthermore, this notice and rankings shall be published on the official University registry at <http://albo.unisi.it>

ART. 15 - FINAL PROVISIONS

The selection procedure manager is Dott. Raffella Todaro, Head of the Doctoral Programmes Office (Ufficio per il Dottorato di Ricerca) at the University of Siena.

The University assumes no responsibility should the Doctoral Research Programme not receive the required authorization for renewing accreditation. Therefore, when applying, candidates shall declare that they are aware of this possibility, thereby freeing the University of Siena from any liability and formally waiving any claims.

Any changes or additions to the contents of this announcement will be published on the website <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxvi-ciclo>