

UFFICIO PER IL DOTTORATO DI RICERCA

Rectoral decree

Classification: V/2

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**NOTICE OF COMPETITION FOR PRE-ADMISSION OF INTERNATIONAL STUDENTS WITHOUT A
SCHOLARSHIP TO
THE DOCTORAL RESEARCH PROGRAMME IN "INFORMATION ENGINEERING AND SCIENCE"**

36th CYCLE

THE RECTOR

- Having regard to the Statute of the University of Siena issued by Rectoral Decree no. 164/2012 of 7 February 2012, published in the Official Gazette no. 49 of 28 February 2012, as amended by Rectoral Decree no. 93/2015 of 28 January 2015, published in the Official Gazette No. 37 of 14 February 2015, and in the Official Siena University Bulletin - Supplemented under no. 114 - in force since 14 February 2015;
- having regard to Law n. 210 dated 3 July 1998, and in particular art. 4;
- having regard to Italian Law no. 240 of 30 December 2010, containing "*Norms governing the organisation of universities, academic staff and recruitment, and the Government's mandate to improve the quality and efficiency of the university system*";
- having regard to Italian Ministry of Education, Universities and Research Decree no. 45/2013, entitled "*Regulations governing the accreditation of the doctoral programme locations and courses and the criteria for the institution of doctoral programmes by accredited bodies*";
- having regard to the University Regulations "*Regulations regarding research doctorates at the University of Siena*" issued by con Rectoral Decree no. 1016 dated 4.7.2013, as subsequently amended;
- having regard to the University Regulations issued by Rectoral Decree no. 1332/2016 dated 26.09.2016, published in University Bulletin no. 125;
- having regard to Regulations governing the calculation and payment of University fees and dues for enrolment on University of Siena courses for a.y. 2019/2020, issued by Rectoral Decree no. 622/2019 dated 28.03.2019;
- having regard to the Decree of the Ministry of Education, Universities and Research no. 887 dated 15.10.2019 on accreditation of Doctoral Research Programmes starting from the cycle activated in a.y. 2019/2020, as approved by ANVUR, for the University of Siena, where accreditation is for a five-year period, without prejudice to the requirements for accreditation;
- considering that pursuant to the abovementioned Ministerial Decree no. 45/2013, the doctoral research programmes are activated after accreditation by the Ministry, pursuant to likewise approval by ANVUR;
- while awaiting the start of the accreditation renewal procedure for the 36th cycle;
- having regard to the Academic Board's 29 October 2019 request for pre-admission of foreign students to the Doctoral Research Programme in Information Engineering and Science so that these may request financial aid from their national institutions and be informed of the related selection procedures, type of public competition, and the maximum number of students;
- having regard to the resolution of the Academic Senate dated 17.12.2019 authorizing a different admission procedure, as indicated in the notice mentioned in the premise;

HEREBY DECREES

1. while awaiting renewal of accreditation for the 36th cycle programme, a notice of competition for pre-admission of international students (without a scholarship) to the Doctoral Research Programme in **Information Engineering and Science**, which will be activated at the University of Siena for A.Y. 2020/2021, is hereby announced.
2. Authorization is granted for the issuance of the following notice regarding the abovesaid selection procedure:

NOTICE OF COMPETITION FOR PRE-ADMISSION OF INTERNATIONAL STUDENTS WITHOUT A
SCHOLARSHIP TO
THE DOCTORAL RESEARCH PROGRAMME IN "INFORMATION ENGINEERING AND SCIENCE"
36th CYCLE
DEADLINE: 31 JANUARY 2020

Art. 1. SUBJECT

The University of Siena announces the opening of a selection procedure for pre-admission of international students to the doctoral programme in INFORMATION ENGINEERING AND SCIENCE for academic year 2020/21, subject to the programme's renewed ministerial accreditation for the 36th cycle.

The University of Siena offers no. 3 (three) full-time places without a scholarship or any other expense to the University of Siena on the postgraduate doctoral research programme in Information Engineering and Science.

Art. 2 - ADMISSION REQUIREMENTS

Applicants must hold or be awarded the required academic qualification by 31 January 2020.

The following academic qualifications meet the admission requirements:

- **a second cycle degree (Diploma di Laurea) awarded by an Italian university in accordance with the regulations in force prior to Ministerial Decree 509/99, a second cycle degree (Laurea Specialistica) awarded pursuant to Ministerial Decree 509/99 or a second cycle degree (Laurea Magistrale) awarded pursuant to Ministerial Decree 270/04**

equivalent 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. It must be comparable for level, nature, duration, content and academic rights (access to other courses) to the Italian qualification. If the qualification has already been declared equivalent to one of the qualifications listed above, the applicant must indicate, as the date in which the qualification was awarded, the date in which the equivalence was recognized and the Italian University that issued the provision. Equivalence will otherwise

be ascertained by the Selection Committee, pursuant to current legislation and existing international agreements.

The required fluency in English will be verified by the Selection Committee through a Skype interview.

All applicants are admitted to the procedure with reserve.

The University of Siena may exclude applicants at any time on the grounds of ineligibility.

In this case, the Selection Committee will inform applicants of their exclusion via email.

Art. 3 – APPLICATION

The application for taking part in the pre-selection procedure will be available on-line only, from 10am on 8 January 2020 to 2pm on 31 January 2020.

Applications must be completed and sent online only by accessing the following webpage:

<https://segreteriaonline.unisi.it/Home.do>

Only applications submitted online will be processed.

Follow the "Application instructions" available at <https://www.unisi.it/ricerca/dottorati-di-ricerca/dottorati-di-ricerca-xxxvi-ciclo> by selecting the relevant doctoral programme.

The University of Siena will not be held liable for any errors in transmission not caused by the administration itself.

Applicants must declare the following information and provide any other relevant information on the application form under their own responsibility:

- personal details, date and place of birth, place of residence;
- nationality;
- academic qualifications, indicating the University which awarded it and the final mark.

Applicants must also:

- attach a research project in English;
- attach their own CV in English;
- attach the scanned copies of the certificates of the academic qualification with the list of examinations and marks; if the qualification has not been awarded yet, attach the exam transcripts. If these certificates are written in a language different from Italian or English, an English translation must also be attached;
- attach a copy of a valid Identity Document;
- attach a signed copy of the disclaimer attached to this notice
- indicate a Skype ID where the Selection Committee can contact them for interview.

All documents must be sent by the candidate through the on-line procedure as PDF files. All documents written in a language other than Italian or English must be submitted together with their English translation.

Lastly, applicants must:

- specify their teaching, research and work experience;
- attach an abstract of their thesis / main project, if desired;
- optionally specify any additional information that may be relevant to the selection procedure;
- optionally attach any other qualification that should be taken into account (e.g. research papers and publications, language certificates, reference letters, etc.).

Anyone providing false statements will be excluded from the selection procedure.

Art. 4 – SELECTION COMMITTEE

The Selection Committee shall be nominated before the examination by Rector's decree. The Selection Committee shall preliminarily decide the eligibility of each candidate on the basis of the qualification submitted with the application.

The selection will be based on the evaluation of the submitted qualifications and documents.

Three (3) applicants at most will be admitted to the doctoral programme.

The selection committee will subsequently assess proficiency in English pursuant to art. 2 above.

The evaluation criteria are:

1. CV assessment: max 30 points;
2. Research project evaluation: max 40 points;
3. Skype interview, including assessment of English language proficiency: max 30 points.

Only applicants who score at least 50 points on the basis of criteria 1 and 2 will be admitted to the Skype interview.

Only candidates who achieve a final score of at least 70 points are eligible for pre-admission

Candidates must be available at the previously communicated Skype address on the day and time previously agreed upon with the Selection Committee.

For identification purposes, and under penalty of exclusion from the selection procedure, before starting the interview each candidate must show the original identification document, the copy of which was submitted with the application form.

Failure to connect online on the day and time set for the interview and the presentation of an invalid identification document shall lead to exclusion from the selection procedure.

The University of Siena accepts no liability for missed interviews due to technical difficulties

Art. 5 - RANKING FOR ADMISSION TO THE DOCTORAL PROGRAMME

The Rector approves the minutes of the Selection Committee and proclaims the list of those who have passed the pre-selection phase.

This ranking will be published on the University website by the end of February 2020.

Successful candidates will receive a conditional letter of acceptance, stating that they are allowed to

enrol in the doctoral programme at the University of Siena, provided that they are awarded a scholarship from their country covering living expenses for at least three years.

Successful candidates who prove to be in receipt of the abovementioned scholarship from their country of origin may complete the on-line enrolment procedure by presenting the following documents:

- the enrolment form for the doctoral programme;
- a photocopy of the passport and the study visa;
- legalization and Italian translation of their academic degree;
- a "*dichiarazione di valore in loco*" (declaration of value) of the academic qualification;
- one passport-size photo;
- a document certifying that they have been awarded a three-year scholarship covering living expenses for the duration of the doctoral programme.

In the case of a qualification awarded outside the European Union, applicants must submit a copy of the Declaration of Value (*Dichiarazione di valore*) issued by the appropriate Italian Consulate or Embassy. 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 Doctoral Programmes Office (*Ufficio per il dottorato di ricerca*) of the University of Siena within six months of the official start of the doctoral programme.

Applicants who meet the requirements to enrol 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 upload a digital copy of the following documents during the online enrolment 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 marks, in Italian or in English – translated and authenticated by the appropriate Italian Consulate or Embassy;
- copy of any document that may help assess the suitability of the qualification (e.g. a diploma supplement)

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

Non-EU applicants who have passed the pre-admission exam will be admitted to the programme 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 appropriate authorities.

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

Successful pre-selection applicants who do not complete the enrolment procedure by the deadline will be considered to have withdrawn their application.

Vacancies resulting from failure to enrol by the deadline may be made available to the next candidates in the ranking list.

Art. 6 UNIVERSITY FEES

Students are requested to pay the annual Regional tax amounting to € 140.00, They must also pay the € 16.00 government tax (current stamp duty).

Art. 7 - 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. 8 – AWARDING OF THE DEGREE

The PhD is awarded once the doctoral candidate had passed 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/>, in order to ensure that they are automatically filed in the National Libraries.

Art. 9 - 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. 10 - PROCESSING OF PERSONAL DATA

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

Art. 11 - FINAL PROVISIONS

The pre-selection procedure manager is Dott.ssa 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 in Information Engineering and Science 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 <http://www.unisi.it>

Annexes:

1. Disclaimer

DISCLAIMER

I, THE UNDERSIGNED _____
BORN IN _____
ON _____

HEREBY DECLARE THAT

I AM AWARE THAT THE UNIVERSITY OF SIENA ASSUMES NO RESPONSIBILITY SHOULD THE DOCTORAL PROGRAMME IN INFORMATION ENGINEERING AND SCIENCE NOT RECEIVE THE NECESSARY AUTHORIZATION FOR RENEWING ACCREDITATION; I THEREFORE FREE THE UNIVERSITY OF SIENA FROM ANY LIABILITY AND FORMALLY UNDERTAKE TO NOT MAKE ANY CLAIM.

Place and date _____

Legible signature _____