



**NOTICE OF COMPETITION FOR THE ADMISSION TO RESEARCH DOCTORATE
COURSES**

2019/2020 ACADEMIC YEAR ANNO– 35th CYCLE

Rome, 31 /07/2019
Ref. Prot. N° 5784 /2019

Rectoral Decree

N°32 /2019

THE RECTOR

SEEN the Law 9/5/89 n° 168;
SEEN art. 19 of the Law 30/12/2010 n° 240;
SEEN art. 4 of the Law 201/98;
SEEN the Min. Decree n° 45 of the 8/2/2013;
SEEN the Regulations as regards Research Doctorates;
SEEN the proposal of establishment and renewal of the Courses of Research Doctorates having their registered office at the International Telematic University UNINETTUNO;
SEEN the deliberation of the Academic Senate and of the Board of Directors of the 04/04/2019;
SUBJECT TO RESERVATION for any amendments, updates or integrations to the present notice of competition that will be communicated, exclusively, by publication on the website;
CONSIDERED that, in case of performance of the competition exams, the opened positions and study grants will be assigned to the applicants who will suitably be ranked in the list only following the accreditation by the MIUR as per the Min. Decree n° 45/13. Failing the accreditation the exams will be automatically be rendered null and void;

HEREBY DECREES

ART. 1 – ESTABLISHMENT

The 35th cycle for Research Doctorates is established. A public competition is issued for exams for the admission to the following Courses of Research Doctorate:

- Engineering of Technological Innovation;
- Mind and Technologies in the Digital Society.

The enclosed Doctorate Sheets, that must be considered as an integral part of the present notice, contain the name of the Doctorate, specifying the website and the number of positions, with and without study grants, included into the completion notice.

The number of the positions with a study grant may be increased further to additional funding or agreements with external, public or private Boards.

ART. 2 – ADMISSION REQUIREMENTS

Those possessing a university degree (*laurea*) (as per previous regulations) or specializing (*specialistica*) and/or a master-level (*magistrale*) degree (as per new regulations), mentioned in the Doctorate Sheet or a similar academic title earned abroad and previously recognized as equivalent by the Coordinator of the doctorate course, having sought the advice of the Professors' Board or in the framework of inter-university cooperation and mobility agreements, for the exclusive purpose of the admission to the Doctorate course, can access the research doctorate, with no age and citizenship limitations. Those possessing a master-level (*laurea magistrale*) degree or similar foreign academic title or those who are awarded the title, required to be admitted, no later than the 31st October of the same year, can submit an application for the positions with study grants, with no age and citizenship limitations and under penalty of not being admitted even if they passed the selection procedure.



ART. 3 – ADMISSION APPLICATIONS

The participation application must be submitted, under penalty of exclusion, not later than the mandatory term of the 20th September 2019.

The application must be written in clearly and absolutely readable way, duly undersigned and addressed to the Rector of the International Telematic University UNINETTUNO - Corso Vittorio Emanuele II, n.39. The signature of the application is not subject to authentication. This same application must be written on plain paper on a special form, Annex "A", that is an integral part of the present competition notice, available at the web link of the doctorate included into the doctorate sheets enclosed to the present deed. The application can be sent via registered letter with acknowledgement of receipt, to the above-mentioned address no later than the competition expiry date, under penalty of exclusion. To this effect, the date of receipt proved by the stamp of the accepting registry office of the Research Doctorates Office of the University and not that of the sending post office will apply. In addition, the applicants must pay, under penalty of exclusion to the competition itself, a fee covering the procedure expenses, with no right to reimbursement in case of non-participation for any reasons, amounting to € 60.00 to be remitted to the following bank current account:

IBAN CODE IT58D0306905057100000002796 in the name of the International Telematic University UNINETTUNO at Banca INTESA SANPAOLO SPA – Branch of Rome (IT) n° 06792

MEMO LINE: participation to competition for doctorate admission

Unsigned applications, those lacking personal details and those that, for any reasons, shall prove to have been sent to this University after the deadline mentioned in this article, will not be taken into account.

The application must contain an electronic mailing address as well as the one that the applicant chooses for the purposes of this procedure. Any changes of it must be promptly communicated to the Department to which the participation application was sent.

The statements made in the application must be considered as made as per the Decree of the President of the Republic n° 445, published in the "*Supplemento ordinario alla Gazzetta Ufficiale*" n°42 of the 20.02.2001, and following amendments, by the applicants entitled to the use of the procedures of simplification of the administrative certifications permitted by the above-mentioned decree.

The applicants must submit, jointly with the application:

- A non-certified photocopy of a currently valid identity document and of the tax code;
- A CV including one's own scientific and teaching activity, done in single copy and self-certified using the annexed "B" form;
- Any titles and statements made as per the above-mentioned Decree of the President of the Republic n° 445/2000 and following amendments;

The University does not take responsibility for the missed receipt of communications, if it is due to the mistaken indication of the address by the applicant or to omitted or late communication of the change of the address mentioned in the application or by any postal or telegraphic inconveniences or, in any case, caused by third parties' fault, unforeseeable circumstances or force majeure.

ART. 4 – ADMISSION APPLICATIONS OF THE APPLICANTS POSSESSING AN ACADEMIC TITLE EARNED ABROAD

Beside submitted the admission application with modes mentioned in art. 3 above, the applicants possessing an academic title earned abroad will have to imperatively transmit the following documentations no later than the fixed deadline:

- For applicants possessing a title earned in EU country
As per articles 46 and 47 of the Decree of the President of the Republic n°445/2000 and following amendments and integrations, self-certification of the degree title including a list of the exams and relative grades in Italian or



in English.

- For applicants possessing a title earned in a NON-EU country
Degree certification including a list of the exams and relative grades, translated and legalized in Italian or in English.

ART. 5 – ADMISSION APPLICATION OF SUPERNUMERARY FOREIGN CITIZENS

For the foreign citizens who do not intend to compete for a study grant it is envisaged, in alternative, the admission as supernumerary applicants to the extent of half of the total number of the offered positions for the doctorate. Consequently, in the application submitted according to the modes specified in art. 3 above, the applicants must state that they agree to be included as supernumerary by ticking the relative special box (*art. 5 of the competition notice – supernumerary foreign citizens*).

To this end, foreign applicants must submit the following documentations:

- For candidates possessing a title earned in a EU country
As per articles 46 and 47 of the Decree of the President of the Republic n°445/2000 and following amendments and integrations, self-certification of the degree title including a list of the exams and relative grades in Italian or in English.
- For applicants possessing a title earned in a NON-EU country
Degree certification including a list of the exams and relative grades, translated and legalized in Italian or in English.

The admission application found lacking or incomplete as regard the above-mentioned documentations shall not be considered valid.

The applicant submitting a supernumerary admission application can ask to take the interview online; in this case, the applicant must submit a request to the course coordinator within a convenient prior notice, communicating the details of his own identity document. The check of the applicant's identity will be carried on by the President of the Commission who will take the records of his identity data, the type and number of document and will check the fair working of the workstations set up for the videoconference. This interview will take place on the day specified by the Commission.

The supernumerary admission application will be submitted to the coordinator of the doctorate course who, having sought the advice of the Professors' Commission, may accept the application or reject it. Unless differently communicated, the applicant may directly show up for the oral exam.

Those who will pass the admission exams will have to submit the following documentation in order to get matriculated:

1. Degree certification including a list of the exams and relative grades translated and legalized in Italian or English;
2. The Diploma Supplement or an in-situ Declaration of Value delivered by the Italian local consular authority concerning the Master-Level/Specializing Degree earned abroad;

ART. 6 – SUPERNUMERARY ADMISSION APPLICATIONS OF THOSE ENTITLED TO RESEARCH GRANTS AND PUBLIC ADMINISTRATIONS' EMPLOYEES

Those entitled to research grants and the Public Administrations' employees can attend Research Doctorate Courses, even by derogation from the number of positions established for each course, subject to passing the exam tests. The admission as supernumerary applicants is established to the extent of half of the total number of the offered positions for the doctorate. In order to be admitted as supernumerary applicants, the Public Administrations' employees and those entitled to research grants must specify this circumstance in their application as per art. 3 above, tick a special reference box (art.6 of the competition notice – supernumerary public employees or entitled to research grants) specifying as well the duration of the research grants or the Administration of provenance. A prospective awarding of the research grant subsequent to the submission of the application must be communicated to the Research Doctorate Department.



ART. 7 – EXAMS

In order to take the exams, the applicant will have to show a valid identity document and use, in case of a written exam – under penalty of exclusion from the competition – exclusively a black-ink ballpoint pen, and they shall not put any recognition sign (pen of another color, pencil, unless explicitly required by the kind of test, correction fluid, signature etc.).

The admission to the Doctorate Course occurs based on public evidence selection and consists in two tests, a written and an oral one, and in a titles evaluation, meant to control the skills and the aptitudes of the applicant to scientific research in the fields pertaining to the Courses. As per art. 8, paragraph 2 of the Min. Decree n° 43/2013, for the students who graduated in foreign universities, admission occurs through the evaluation of the titles and of a research project jointly with an oral interview. In this case, the University prepares a separate ranking list.

The exam for the admission to the Doctorate courses is aimed at granting an appropriate comparative evaluation of the applicants. The modes for carrying on the exams are specified in the web pages of each single course, as mentioned in Annex A. A foreign language exam is envisaged. It is possible to take an oral exam on a videoconferencing system; in this case, the applicant will have to submit a specific request to course coordinator within a convenient prior notice, communicating the details of his own identity document. The check of the applicant's identity will be carried on by the President of the Commission who will take the records of his identity data, the type and number of document and will check the fair working of the workstations set up for the videoconference. The applicants to the competitions for admission to the Research Doctorates for which, in the present competition notice, are specified the exams dates must show up on established day, time and place without waiting for a further calling.

ART. 8 – EVALUATION COMMISSIONS

The Evaluation Commissions of the competition for admission to the research doctorate courses are appointed in accordance with the Regulations as regards research doctorates.

However, for Doctorates structured on more curricula a single competition must take place with a single Commission. Separated competition exams are possible for each individual curriculum, further to a specific option that the applicants can make upon the performance of the written exam, if prescribed, or according to the different modes specified in the web page of the individual courses.

Once the competition exams are completed, the Commission prepares a general merit-ranking list based on the sum of the grades obtained by each applicant in the evaluation of the titles and in the individual exams. In case of parity, the following criteria will be applied:

- In case of grades parity resulting in a position covered by a grant the assessment of the financial situation prevails, defined as per the Decree of the President of the Council of the Ministers of 09/04/2001.
- In case of grades parity resulting in a position without grant a preference will be given to the applicants who:
 - a) Achieved a higher grade in their degree;
 - b) With equal degree grade, have a higher average grade in their exams;
 - c) With equal degree grade and exams average grade, have earned a degree in less time, having taken into account the course legal duration;
 - d) With equality of the elements specified in points 1, 2, 3 younger candidates will be preferred.

ART. 9 – ADMISSION TO THE COURSES

The applicants will be admitted to the courses based on their position in the ranking list up to covering the number of available positions. The ranking list is unique also for the doctorate courses structured in more curricula.

Those who have already earned a Research Doctor title can be admitted to attend, further to passing the selection exams, a second Doctorate course not covered by a grant for those who have already benefitted from it and provided that the issues and the main scientific-disciplinary sectors are unlike compared to those related to the course for which the title was earned.



ART. 10 – ENROLLEMENT TO THE COURSES AND ACCESS FEES AND ATTENDANCE

After checking the fair performance of the competition deeds, the relative ranking lists will be notified exclusively by publication on the University's Internet site, in the Calls and Competitions/Research Doctorates section.

The published ranking lists will include as well the modes and deadlines to finalize the enrolment, upon expiry of the set deadlines, the applicants who will have not performed what it is required, will be considered as renouncing and they will be replaced by another applicant based on the graduating list order.

Doctoral students holding no grant must pay as well a yearly enrolment fee amounting to euro 3,000.00. Enrolment to the academic years subsequent to the first one is dependent on a positive evaluation by the Professors Committee.

ART. 11 – STUDY GRANTS

The study grant yearly amount, established as per art. 1 of the Min. Decree n° 40/2018, amounts to **€ 15,343.28** before the security contribution at the recipient's expense.

The duration of the allocation of the study grant is equal to the entire course duration.

The study grant is paid on monthly basis. The amount is increased up to 50% for any authorized periods spent abroad for a maximum of 18 months. Starting from the second year each doctoral student is granted, within the limit of the available budget resources, a suitable budget for research activities in Italy and abroad based on the type of course and, in any case, of an amount not smaller than 10% of the grant. If the doctoral student is not positively evaluated for the purposes of being admitted to the subsequent year and is, consequently, excluded from the doctorate or renounces to the grant, the non-used amount remains at the University's availability.

The personal income ceiling to be able to benefit from the study grant is **€ 8,000.00** yearly before tax.

The cases of total or partial incompatibility to benefit from the study grant are established by regulations that are currently in force. In particular, as per the law n° 398/89 art.6, the study grants cannot be combined with other study grants, at any title awarded, excepting those awarded by national or foreign institutions useful to integrate educational or research activities of the grants holders by travels abroad.

The Doctorate study grants are incompatible, under penalty of revocation of its benefit and with the obligation to return the received installments, with:

- dependent employment, even on temporary basis;
- industrial and commercial activities;
- contracts agreed, at any title, with the International Telematic University UNINETTUNO;
- any other activity requiring the holding of a V.A.T. number.

In case of occurred incompatibility, the study grant installments related to the period for which they were unduly received, must be returned. The repayment refers to the academic year or to a part of it.

Those who have already benefitted from a study grant cannot benefit from the same title twice.

ART. 12 – HIGH EDUCATION APPRENTICESHIP CONTRACTS

For the applicants having no more than 29 years who will be included into the merit-ranking list as winners, but not beneficiaries of a study grant it is envisaged the possibility of agreeing high education apprenticeship contracts aimed at obtaining a research doctorate as per art. n° 45 of the Legislative Decree n° 81/2015 and of the articles 18 and following ones of the Regulation of the Regione Lazio n° 7 of the 29th March 2017. These contracts may last from a minimum of 6 months to a maximum of 36 months

ART. 13 – DUTIES AND RIGHTS OF THE DOCTORATE STUDENTS

Those enrolled in the doctorate courses have an obligation to attend the courses and continuously carry on study and research activities in framework of the structures aimed at this end. The doctorate students are also required to account for the activities conducted by yearly filling in a special sheet.

The doctorate students carry on a tutoring activity for the students of the degree and master-level degree courses as well as a limited supplementary or integrative teaching activity that, in any case with no prejudice to the activity of learning to research within a maximum limit of 40 hours per each academic year. This activity



must be authorized by the Committee of the Professors who established its modes. During the course the doctorate student can be authorized, for research needs, to make travels abroad for a period not longer than half of the course legal duration

This Committee, in case of insufficient results in the mid-term evaluation tests, in case of unjustified and lasting nonattendance or lasting non availability, that is if a doctorate student behaves in a way that is incompatible with research ethical conduct and with the rules of good conduct prescribed by the organizational structure where the Doctorate takes place as regards those, who at any title, benefits from its reception and from its services, can reasonably deliberate the revocation of doctorate student from the course.

The attendance to the doctorate course can be interrupted, further to a deliberation made by the Committee of the Professors, in the following cases: pregnancy, military service or civil service, temporary study or employment opportunities that are not incompatible with the further resumption of the doctorate activities, serious and proved disease.

The doctorate students in duty at the Public Administrations can benefit from the study grant only on condition that they are on unpaid leave, for the course entire duration. In case of admission to the research doctorate with no study grant, or renounce to it, the concerned person who is on leave keeps the financial, security and retirement treatment he enjoys by the public administration in which the working relation is established. If, after obtaining the research doctorate, the working relation with public administration ceases due to the employee's will in the subsequent two years, the repayment of the received amount is due according to what stated above.

ART. 14 – AWARDING OF THE TITLE

The title of Research Doctor is awarded by the Rector and it is obtained upon successfully passing the final exam, at the completion of the course legal duration; the exam cannot be repeated. The University certifies its awarding and deals with the filing of the thesis in the National Libraries of Rome and Florence. The final thesis can be prepared also in a foreign language prior to authorization by the Professors' Committee.

ART. 15 – COMMISSIONS FOR THE AWARDING OF THE TITLE

The Selection Commissions for the awarding of the title of research doctor are appointed as per the Regulations of Doctorate of the University.

ART. 16 – APPLICABLE REGULATIONS

As for what is not envisaged by the present competition notice the relative laws currently in force are applicable. The educational objectives are published in the doctorate's website.

THE RECTOR

Prof. Maria Amata Garito