



UNIVERSITÀ  
DI CAMERINO



Unione europea  
Fondo sociale europeo



IL FONDO SOCIALE EUROPEO  
CONTRIBUISCE AL TUO FUTURO



HR EXCELENCIA IN RESEARCH

## Rectoral Decree English version

### Article 1 – DOCTORAL DEGREE PROGRAMS

The call for admissions is now open for doctoral degree programs (35<sup>th</sup> cycle) at the *School of Advanced Studies* (hereinafter SAS), for both citizens of the European Union and non-citizens, in the following areas of scientific research.

- **Architecture, Design, Planning**
  - ✓ Architecture, Theories and Design
  - ✓ Innovation Design
  - ✓ Sustainable Urban Planning
- **Chemical and Pharmaceutical Sciences and Biotechnology**
  - ✓ Chemical Sciences
  - ✓ Pharmaceutical, Nutraceutical and Food Sciences
- **Computer Science and Mathematics**
  - ✓ Computer Science and Mathematics
- **Legal and Social Sciences**
  - ✓ Civil Law and Constitutional Legality
  - ✓ Fundamental Rights in the Global Society
- **Life and Health Sciences**
  - ✓ Molecular Biology and cellular Biotechnology
  - ✓ One health (integrated approach to health focused on interactions between animals, humans and environment)
  - ✓ Nutrition, Food and Health
- **Physics, Earth and Materials Sciences**
  - ✓ Physics
  - ✓ Physical and Chemical Processes in Earth Systems
  - ✓ Materials Sciences.

All doctoral degree programs are subject to accreditation review by the Ministry of Education pursuant to Ministerial Decree 45/2013 and will be activated following approval. The scholarship awardees can enroll in the university only once approval has been made by the Ministry.

The programs will begin on or before the date of 30 November 2019 and will conclude on 30 November 2022, with the submission of an original doctoral dissertation preferably in English. In addition to the preparation of the dissertation, all candidates are required to participate in a series of courses conducted

in English as organized by the School of Advanced Studies. Candidates are also encouraged to participate in residency programs at other universities in Italy or abroad.

## Article 2 – PhD SCHOLARSHIPS

PhD scholarships are awarded on a yearly basis and are renewed for each year of the program as long as the doctoral student has completed all requisite activities and has been admitted to the subsequent year of study. Scholarships can be awarded for a maximum of three years.

All candidates who are ranked as eligible will be awarded a scholarship, which can be renewed for the three years of the program upon yearly verification of relative academic outcomes.

A minimum of thirty-six scholarships will be made available for the aforementioned programs.

In the framework of the *Human Resources Strategy for Researchers* program adopted by the University **at least 6 scholarships** are reserved for citizens with degrees qualifying for entrance into the doctoral program which have been earned abroad.

Externally funded scholarships may also be awarded. They are funded through programs, projects and conventions with outside institutions which foresee research activities on specific topics that the awardees are bound to undertake. As regards externally funded scholarships, enrollment in the doctoral program is subject to signing of the agreement between the University of Camerino and the organization funding the scholarship.

In detail, the bonded scholarships available for this call for admission are:

- **3 scholarships** within the framework of the Polo dei Materiali Compositi, a network promoted by HP Composites, for research activities on composite materials;
- **1 scholarship** in collaboration with IIT, co-funded by CNR and Vetrya for “the development of an algorithm based on machine learning to exploit big data from cloud platforms within the blockchain context”;
- **1 scholarship** for a project in convention with the Istituto Superiore di Sanità for the following research topic: The effect of global environmental changes on aquatic ecosystems and human health in environments subject to specific anthropic pressures; Evaluation of the spread of emerging and re-emerging pathogenic microorganisms and monitoring of the resistome induced by antibiotics through the use of molecular methods”;
- **1 scholarship** through the partnership agreement between the University of Anversa (Belgium) and the University of Camerino, with the awarding of a Ph.D. Degree, in the area of Physics of matter;
- **Up to a maximum of 5 scholarships** reserved for Chinese citizens who have graduated from Liaocheng University within the framework of the agreement between the University of Camerino and Liaocheng University (China) to undertake research preferably in Physics, Chemistry, Mathematics, Biology and Veterinary Medicine;
- **Up to a maximum of 6 scholarships** reserved for Chinese citizens who have graduated from Zhengzhou University within the framework of the agreement between the University of Camerino and Zhengzhou University (China) to undertake research preferably in Food Sciences, Chemistry, Biology and Design.

In the event that the Marche Region activates the EUREKA Project and the "Innovative Doctoral Program" for the XXXV cycle, the following scholarships will be awarded:

- **Up to a maximum of 10 scholarships** reserved for graduates and unemployed/non-employed residents of or domiciled in the Marche Region at the time of the application for the scholarship; The scholarships are funded through EUREKA 2019 project by the Marche Region, companies from the region and UNICAM for research in the following areas: manufacturing, wood-furniture industry, industry 4.0, tourism, construction and renewable energies, mechanical and mechatronic industries, innovative materials, agri-food industry, blue economy and personal services;
- **5 scholarships**, available if the Marche Region activates the Innovative Doctoral Program; the scholarships are reserved for graduates and unemployed/non-employed residents of or domiciled in the Marche Region. There are 12 areas of specialized research identified by the PNR 2015-2020, along with the area of "Disaster Risk Reduction" promoted by the United Nations (Sendai Framework 2015-2030) which has become central to the agenda of the Marche Region. Special attention will be given to sustainable manufacturing, agri-food industry, with a view toward enhancing the territory and the landscape for tourism; mechanical and mechatronic industries; reducing the risk of natural disasters. Applications can also be submitted for projects regarding digital security and the circular economy.

The research topics for the various doctoral programs and their descriptions are available at the following website: <https://isas.unicam.it/2019-call-admission-doctoral-degree-programs>

The scholarships are awarded following the procedures set forth in this call for admissions. The definitive number of scholarships available will be published on the university website at the following address, <https://isas.unicam.it/2019-call-admission-doctoral-degree-programs>.

All scholarships are renewed on an annual basis by the Board of the SAS, after review by the Doctoral Advisory Committee of the work done by the awardees during the previous academic year.

Based on the admissions rankings, at least nine places in the doctoral programs will be made available without scholarships. Candidates admitted without a scholarship must indicate whether they can find funding from public and/or private institutions other than the University of Camerino. The work done by candidates without a scholarship is also subject to review by the Doctoral Advisory Committee.

### **Article 3 - ADMISSIONS REQUIREMENTS**

Admission to the doctoral programs is open, regardless of gender, age, religion, nationality, sexual preference, political orientation, financial condition or disability, to all candidates in possession of a master's degree (second cycle) or its equivalent which has been accredited. In the event the degree has not yet been accredited, the Board of the SAS will rule on its validity for the sole purpose of allowing participation in the admissions process, after having made the appropriate checks.

Admission is also open to candidates who do not already possess the required degree, provided that conferral takes place by October 31, 2019. In this case, admission will be conditional, and the candidate will be required to present the degree certificate or a notarized copy before November 13, 2019.

There are no charges to apply to the School of Advanced Studies.

## Article 4 - APPLICATIONS

**All applications must be submitted within June 24, 2019 using the online form available at <https://vele.unicam.it/CallforApplication>**

All candidates are invited to submit their online application sufficiently in advance of the closing date of the call for applications.

Candidates are responsible for verifying that their applications have been submitted successfully.

No exceptions will be made due to any eventual malfunctioning of the online application system caused by overloads near the closing date of the call.

As indicated on the application form, candidates must provide at least three references (professors/researchers) who will then be contacted by e-mail by the admissions office and requested to provide a letter of recommendation using the form available on the university website. The letter of recommendation must be received within 7 days following the deadline of this call for admissions.

Candidates must ensure that at least one letter of reference is submitted. Failure to do so will result in the application non being considered for admission to the program.

Application forms which do not provide all of the required information will not be considered in the application process. Applications made by fac-simile and/or with hard copy attachments will not be considered.

All applications that are received after the deadline or submitted without taking into consideration all of the above-mentioned regulations will not be considered.

Candidates should pay special attention when drafting their research proposal in English since it is one of the main criteria used to evaluate the research potential of the candidate. In addition, candidates must indicate 1 research topic from those listed on the website (<https://isas.unicam.it/2019-call-admission-doctoral-degree-programs>). In the case where candidates would like to apply for an externally funded scholarship, they can indicate up to a maximum of two. With the exception of research proposals for externally funded scholarships, the research topics are not binding as regards the definitive choice of the research project for the doctoral degree.

## Article 5 – CANDIDATE EVALUATION CRITERIA

The evaluation of the applications for admission will be conducted by an Admissions Committee made up of the Director of the SAS, as president, the coordinators of the 6 research areas as per article 1 (or their delegates) and 6 outside experts. The committee will decide upon a short list of eligible candidates, the number of which will be 3 times that of the scholarships available for each area.

Each coordinator will propose the names of three outside experts, along with their CVs. The Director of the SAS will then choose the experts, taking into account the need for gender balance in the committee and avoiding conflicts of interest. Up to a maximum of two experts can come from the private sector.

The names of the experts and their respective CVs will be published on the university website at <http://isas.unicam.it>

In the first phase of the evaluation, the research proposal will be checked for plagiarism using a special software package; any infractions will result in the application being excluded from further evaluation.

Based on the documentation produced by the candidate, especially as regards the research proposal, the Admissions Committee will apply the criteria set forth in the European Framework for Research Careers (<https://euraxess.ec.europa.eu/europe/career-development/training-researchers/research-profiles-descriptors>)

for profile R1 (*First stage researchers*), and specifically:

- Carry out research under supervision;
- Have the ambition to develop knowledge of research methodologies and discipline;
- Have demonstrated a good understanding of a field of study;

- Have demonstrated the ability to produce data under supervision;
- Be capable of critical analysis, evaluation and synthesis of new and complex ideas;
- Be able to explain the outcome of research (and value thereof) to research colleagues.

When deciding upon the short list of candidates, the Committee will also take into consideration the following: score for previous degrees, other degrees earned, scientific publications and presentations at conferences, awards and acknowledgments. The letters of reference will also be evaluated.

## **Article 6 – RANKING LIST**

At the end of the evaluation process, the selection committee will issue a ranking list of candidates that are eligible for the doctoral degree program based on the score of each candidate. The list of eligible candidates will be published on the university website at <http://isas.unicam.it> . The results will not be communicated to the candidates personally: the publication of the short list is official communication of the results.

The eligible candidates, included in the *short list*, will be invited to participate in one or more interviews in order to complete the final rankings for each area. The interviews will be online and conducted preferably in English by a Committee appointed by the Doctoral Advisory Committee for each doctoral program.

Candidates will be notified of the date of the interview by e-mail, with advance notice of a minimum of 10 days. The interviews will be conducted during the month of July, 2019.

In this case as well, the evaluation will be based on the recommendations in the European Framework for Research Careers for profile R1 (First stage researchers).

The final list of rankings will be published on the university website at <http://isas.unicam.it>. Within 10 days of the end of the selection process, all eligible candidates will receive official communication of admission; only upon request, candidates that were not admitted can receive a summary of the evaluation by the admissions committee .

The University reserves the right to use the ranking list to assign other positions by 16 September 2019. Assigning additional positions is subject to the availability of additional funds for the XXXV cycle doctoral program.

All candidates involved in the selection process will have 30 days to submit complaints to the following address: [postlaurea@unicam.it](mailto:postlaurea@unicam.it). All complaints will be forwarded to the Guarantor of Transparency, who, in collaboration with the ombudsman appointed for the students, will review and respond to the complaints submitted by the candidates within 30 days of submission.

## **Article 7 - ACCEPTING A POSITION AND PROGRAM ENROLLMENT**

Candidates admitted to the doctoral programs (including conditional admissions) must send a letter of acceptance by e-mail ([postlaurea@unicam.it](mailto:postlaurea@unicam.it)) within 10 days of notification of admission.

Enrollment applications must be addressed to the Rector of the University of Camerino and submitted on time using the online application form on the University website, where all the information needed for enrollment are published. The online applications must be submitted before the deadline, and students must self-certify, as per D.P. R. 445/2000, their general information, residence, domicile, tax code, the veracity of the information contained on the form of identification, the conferral of their university degree, and that they are not enrolled in another university degree course. In the enrollment application the student must sign a privacy form, a form for the issuing of credentials for online services and a request for benefits where applicable. During the enrollment process the student must attach a copy of a valid form of identification.

Enrollment is complete and, therefore, accepted when the full online procedure has been completed, all tuition and fees have been paid and all attachments sent.

Prior to the start of the academic year, candidates who have earned their degree abroad must complete their application process and send the following documents to the admissions office by e-mail ([postlaurea@unicam.it](mailto:postlaurea@unicam.it)):

1. A declaration of equivalent value of their degree with the relevant Italian degree ("Dichiarazione di valore") issued by the Italian Embassy or Consulate for the country of residence;
2. A certificate attesting the original degree certificate with a list of exams and scores translated into Italian and authenticated by the Italian Embassy, Consulate or Diplomatic representative in the country of the university that issued the degree;
3. A photocopy of a valid passport.

The declaration of value must contain the following information:

- Last name, first name, date and place of birth;
- The name of the institute under whose authority the degree was issued;
- Date the degree was earned;
- Registration number;
- The institute where the courses were taken;
- Field of study, specialization;
- Length of the program;
- Average of the final exam;
- The type of grading system;
- The profession which the degree qualifies you to undertake.

## **Article 8 – AWARDING SCHOLARSHIPS**

In order to qualify for a scholarship, candidates must have obtained a degree that is valid for admission to the doctoral program no more than 6 years prior to the expiration date of this call. The time limit is 8 years for those who had attended a post-graduate course, and may be extended for another year for each pregnancy.

Only for the Legal and Social Sciences programs, candidates must have earned their degree used in the application less than 8 years before deadline of the call for applications in order to be eligible for a scholarship. The degree may have been earned 10 earlier if the candidate earned a second-cycle Master's degree, and an additional year can be added for each pregnancy.

The minimum gross amount of the scholarship is € 1,278.61 per month. For research mobility periods abroad the amount is increased by 50%.

Mobility periods abroad are mandatory, must be authorized by the Doctoral Advisory Committee and cannot exceed a total of 18 months. Doctoral candidates from other countries can spend their mobility periods in Italy, as long as they are with internationally renowned universities or research institutes.

All candidates, with or without a scholarship, are entitled to a *budget* for their research in Italy or abroad, which will be no less than 10% of the scholarship award.

In order to receive a scholarship the candidate must not be gainfully employed. As per Ministerial Circular no. 34/2015 an "unemployed" person is one that does not perform any type of work, be it through employment, pseudo self-employment or self-employment, or any individual who has an annual income of less than € 8,000 earned through employment or €4,800 earned through self-employment.

Candidates are prohibited from working under a permanent contract for the entire duration of the doctoral program. Candidates must certify their income for the calendar year in which the scholarship is to be paid, using the appropriate form. Said certification must be submitted to the SAS on or before July 31 each year. The University administration reserves the right to verify the correctness of said certifications.

In the event that a doctoral candidate loses his or her status as unemployed during the course of the doctoral program, the candidate forfeits the scholarship and must reimburse the funds received during the calendar year in question.

Scholarship monies are disbursed in monthly installments for a total of 36 months.

In the case where the candidate loses the status of unemployed during the course of the doctoral program, the candidate is no longer eligible for a scholarship and must reimburse the scholarship money received during the fiscal year in question.

Candidates who have been awarded a scholarship and received funding for at least one year cannot apply for a second scholarship.

Scholarships cannot be held in conjunction with any other scholarship, apart from those awarded by national or foreign institutions for the purpose of funding residency abroad for training and research.

Qualified candidates who benefit from a University Research Allowance (Assegno di Ricerca, according to the definition by Italian academic rules) will be admitted as additional entrants even if they do not appear among the winners.

All non-EU candidates are entitled to the same health care coverage as EU citizens. However, they must enroll in the National Healthcare Service at an annual cost of € 150.00 beginning the second year. In addition, non-EU candidates must be in compliance with the rules concerning entry visa and apply for a residence permit upon enrollment. The total cost for the residence permit is € 120.00 and must be renewed each year.

## **Article 9 – ANNUAL TUITION FEES AND ATTENDING DOCTORAL PROGRAMS**

The amount of annual tuition for the doctoral programs can be found in the Study Manifesto in the University Tuition section, which will be approved by the relevant academic bodies and published on the University website.

Candidates that are admitted to a doctoral program must pay a regional university education tax of € 140 and a stamp duty of € 16. Doctoral candidates are exempt from the payment of the regional university education tax (which will be reimbursed once the candidates demonstrate their eligibility) if they do not have a scholarship and are in the ranking list for ERDIS.

## **Article 10 – DUTIES AND RIGHTS OF DOCTORAL CANDIDATES**

Admission to the doctoral programs is an exclusive, full-time commitment. All doctoral students must participate full-time in all of the study and research activities established by their program as set forth in the regulations regarding the doctoral program and in compliance with the modalities adopted by the faculty of their program.

Doctoral candidates must attend doctoral courses, follow the doctoral study program and conduct research without interruption in the facilities destined for such activities, in compliance with the modalities established by the faculty of their program. In the case of non-performance, the Doctoral Advisory Committee may, after six months from the start of the program, submit a request to the Board of the SAS to expel the candidate, who will then lose any scholarship that has been awarded. Expulsion takes effect on the date the candidate is notified of the decision made by the Board of the SAS.

Within the context of the activities foreseen by the Doctoral Advisory Committee, candidates can engage in internships at public or private institutions that are not part of the University.

Candidates are obliged to engage in a total of at least 30 hours of tutoring and teaching activities over the three year period. The activities may include the assignation of specific course modules and will not alter the monetary amount of the scholarship awarded. The faculty in the specific doctoral program where the candidate is studying must oversee said activities to ensure that they do not negatively impact the candidate's research, and, in any case, the total number of hours spent tutoring/teaching may not exceed 40

hours per academic year. The respective Faculty Committees will monitor the candidates to ensure that they fulfill their duties.

Teaching activities will not constitute the right for compensation from the University and must not interfere with research training.

Enrollment in a doctoral program is incompatible with contemporaneous enrollment in a first cycle degree course, a second cycle degree and university Master's degree course (first and second levels), schools of specialization and other year-long courses, as well as doctoral programs at other universities.

Students are eligible for an exemption if, at the time of enrollment, they must only take their final exam for the academic year preceding enrollment in the doctoral program.

State employees admitted to a doctoral program without a scholarship can request an extraordinary leave of absence for study purposes if compatible with the needs of the administration where they work. During the leave, they are entitled to their salary, pension and severance package from the state administration where they are employed. In the event state employees voluntarily leave their job during the two year period following the conferral of their Ph.D., they must reimburse the salaries they received during the leave.

### **Article 11- DEGREE CONFERRAL**

Upon successful completion of the dissertation defense, the title of Ph.D. is conferred by the Rector of the University of Camerino, as well as by those academic institutions involved in any joint degree programs.

In order to make their dissertation defense, all doctoral candidates must submit a copy of their dissertation to the SAS in electronic form (Compact Disk) along with the assessment made by the external reviewers.

The dissertation consists of a written thesis or graphical work and must be accompanied by a report concerning the work done by the candidate throughout the entire doctoral program, including any publications.

The dissertation is evaluated by at least two outside evaluators who must be highly qualified professors, preferably from foreign institutions. They may not, in any case, be professors who had an advisory role in the drafting of the dissertation. The outside evaluators express their assessment in writing and propose that the candidate either be admitted to the dissertation defense or to postpone the dissertation defense for a period of no longer than 6 months if they believe that substantial work must be done to revise the dissertation.

The Doctoral Defense Committee is appointed by the Director of the SAS upon recommendation by the Doctoral Advisory Committee for the candidate's area of research. The committee is made up of full professors and associate professors working in a field related to the topic of the dissertation. The majority must not be members of the teaching staff at the University of Camerino, with the presence of foreign experts.

Candidates must send a copy of the dissertation in PDF format by mail along with the assessment made by the external reviewers.

Leaves of absence from the doctoral program are allowed in the following cases for the length of time foreseen for each case:

- a. Pregnancy, maternity and paternity leave in accordance with the provisions set forth in both Legislative Decree 26.3.2001, no. 151 and subsequent amendments and additions, and decree 12.07.2007 by the Ministry of Social Affairs and Employment;
- b. Serious and prolonged illness;
- c. Civil service.



## **Article 12 – TREATMENT OF PERSONAL DATA**

The University, in implementing Legislative Decree 196/2003 ("Code on the protection of personal data") and 271/2009 ("Single Text on privacy and the use of computer systems") and as the controller of said data, undertakes to treat personal and contact information submitted by the candidates for the completion of the selection process and its own institutional ends.

Participation in the call expresses tacit consent that the names of the candidates and the results of the exams for the call be published on the following site <http://isas.unicam.it>.

## **Article 13 - REFERRAL REGULATIONS**

For any and all matters not expressly treated in this call, implicit reference is made to current regulations governing Ph.D. programs, in particular:

- Ministerial Decree no. 45 of 8 February 2013;
- Regulations concerning doctoral degree programs at the University of Camerino, adopted pursuant to DR 202 of 4 July 2013.

This call for applications is published on the Euraxess website, as well as on those of the Ministry of Education, of the University of Camerino and of the School of Advanced Studies.

Emanuela Caulini is in charge of administrative procedures.

For additional information, please contact the offices of the SAS by e-mail at [postlaurea@unicam.it](mailto:postlaurea@unicam.it).

**The Rector  
(Prof. Claudio Pettinari)**

**In light of the commitments undertaken by the University of Camerino in terms of the Human Resources Strategy for Researchers, the University has the right to use the HR-Excellence in Research logo.**

**English version of the Decreto del Rettore, Repertorio n: 122/2019, Prot. n.: 26670 del 29 aprile 2019**