

UNIVERSITY REGULATIONS GOVERNING PhD PROGRAMMES

APPROVED BY THE ACADEMIC SENATE, WITH FAVOURABLE OPINION OF THE BOARD OF DIRECTORS,
AT THEIR RESPECTIVE MEETINGS OF 29 APRIL 2022

AMENDED BY THE ACADEMIC SENATE, WITH THE FAVOURABLE OPINION OF THE BOARD OF DIRECTORS, AT THEIR RESPECTIVE MEETINGS OF 4 JUNE 2025

ISSUED BY RECTOR'S DECREE NO. 215/2025, PROTOCOL NO. 46416 DATED 11 JUNE 2025

NOTE: These Regulations are issued by Rector's Decree, enter into force from the date of issue of the same Decree, and apply to all PhD Programmes activated starting from the Academic Year 2025/26, Cycle XLI.

Table of Contents

Title I – Purpose, Scope, and Definitions	3
Art. 1 – Purpose and Scope	3
Art. 2 - Definitions	3
Title II – Organisation, Establishment, and Renewal of PhD Programmes	4
Art. 3 – Organisation and Management of PhD Programmes	4
Art. 4 – Institution and Renewal of Programmes	5
Art. 5 – Joint PhD Programmes	6
Art. 6 – PhD Programmes of National Interest	7
Title III – Financing and Evaluation of Programmes	7
Art. 7 – Financing and Resource Management	8
Art. 8 – Quality Assurance and Internal Evaluation System	9
Title IV – Organisation and Functioning of PhD Programmes	10
Art. 9 – PhD Programme Governing Bodies	10
Art. 10 – Programme Coordinator	10
Art. 11 – Academic Board	11
Title V – Admission to PhD Programmes	13
Art. 12 – Procedures and Requirements for Admission to PhD Programmes	13
Art. 13 – Notice of Selection Procedure	14
Art. 14 – Selection Committee and Evaluation Methods for Admission to PhD Programmes	16
Art. 15 – Scholarships and Other Forms of Financial Support	17
Art. 16 – Rights and Duties of PhD Students	19
Art. 17 – Transfers from Other Universities	22
Art. 18 – Internal Transfer to Another PhD Programme	23
Title VI – Obtaining the PhD Degree	23
Art. 19 – Admission to the Final Exam and External Evaluators	23
Art. 20 – Examination Committees for the Final Exam	25
Art. 21 – Final Exam	25
Art. 22 – Awarding of the Degree	26
Art. 23 – Intellectual Property and Confidentiality	26
Title VII – Amendments to Regulations and Transitional Rules	27
Art. 24 – Amendments to Regulations and Transitional Rules	27

Title I – Purpose, Scope, and Definitions

Art. 1 – Purpose and Scope

- 1. These Regulations govern the establishment and operation of PhD Courses at the University of Camerino (hereinafter UNICAM).
- 2. UNICAM PhD programmes develop the pertaining activities within and with the coordination of the "School of Advanced Studies" hereinafter referred to as "S.A.S.".
- 3. NICAM, through the S.A.S. and within the framework of current national and European regulations, promotes PhD programmes as essential tools for the dissemination and improvement of research methodologies and privileged areas for the development and deepening of new knowledge.
- 4. The activities of the S.A.S. are developed in line with the principles defined in the European Charter for Researchers and the Code of Conduct for their Recruitment, implemented at the University, also through the Human Resources Strategy for Researchers (HRS4R), in order to contribute to the development of young researchers and the creation of the European Research Area, both basic and applied.

Art. 2 - Definitions

- 1. For the purposes of these Regulations, the following definitions shall apply:
 - a. University or UNICAM: University of Camerino;
 - b. *School of Advanced Studies (S.A.S.)*: PhD School that coordinates and manages UNICAM PhD Programmes, by promoting and organising all the educational and scientific activities;
 - c. PhD Programme: A Doctoral Degree Programme lasting at least three years, which focuses
 on broad, organic, and clearly defined disciplinary fields, characterised by scientific topics
 and related research methodologies;
 - d. *PhD programme curriculum:* An educational pathway activated within the PhD programme on the basis of specific training and research needs;
 - e. Administrative headquarters of the PhD programme: The University that establishes and manages a PhD programme;
 - f. Consortium: Body having its own legal personality, made up of both Italian and foreign universities, higher-education public or private research institutions, higher-education institutions in the arts, music, and dance; companies; public administration bodies; cultural institutions; and research infrastructures involved in the activation and implementation of one or more PhD programmes;
 - g. Ministry: The Ministry responsible for universities and research;
 - h. ANVUR: Italian National Agency for the Evaluation of Universities and Research Institutes;

- European Charter for Researchers and the Code of Conduct for their Recruitment:
 Recommendation of the European Commission of 11 March 2005, which lists a set of
 general principles and requirements that specify the role, responsibilities, and rights of
 scientific researchers, and of the people who employ and/or finance them;
- j. Human Resources Strategy for Researchers (HRS4R): Management and development strategy of researchers' careers, aimed at implementing the principles of the European Charter for Researchers and the Code of Conduct for their Recruitment.

Title II – Organisation, Establishment, and Renewal of PhD Programmes

Art. 3 – Organisation and Management of PhD Programmes

- 1. The organisation and management of the PhD programmes at UNICAM is entrusted to the S.A.S., which is the body that coordinates the planning, organisation, and evaluation of the programmes leading to the PhD degree. The S.A.S. works to promote internationalisation and the inclusion of multidisciplinary and interdisciplinary activities in the programmes. The S.A.S. has scientific, didactic, and functional autonomy, and, within the limits established by the University Regulations for administration, finance, and accounting, has managerial autonomy. Managerial autonomy includes the ability to provide and provide grants to capable and deserving PhD students who are in particular and contingent conditions of need..
- 2. The S.A.S. guarantees, based on the budget allocated by the UNICAM Administration, the resources necessary for the organisational structure, processes, and procedures of the activated PhD programmes, also for the purpose of accrediting and/or certifying their quality, in accordance with the provisions of national and international regulations and accreditation bodies and in compliance with the standards for quality assurance in the European Higher Education Area (EHEA).

3. Furthermore, the S.A.S.:

- a. supports the project connection between the PhD programmes and the bachelor's and master's degree courses, as well as the organisation and administration of centralised activities relating to PhD programmes;
- b. promotes the aggregation of scientific areas that have methodological and cultural similarities, proposes in-depth studies that are coherent with each other, capable of promoting comm joint educational pathways (in the field of teaching; management of research and knowledge of European and international research systems; exploitation and dissemination of results; intellectual property and open access to research data and products; fundamental principles of ethics, gender equality and integrity; responsible innovation), multi-disciplinary connections and border research between the different fields of knowledge;

- c. promotes an intense network of collaborations with other national and international schools, and with public and private bodies, with which it identifies and promotes the research topics and the scientific/disciplinary directions on which to base the planning of educational activities;
- d. facilitates teaching planning by ensuring qualifying training opportunities for several PhD programmes through joint initiatives;
- e. stimulates and supports the presence of foreign doctoral students: both, i) those regularly admitted to programmes and where appropriate, also reserving specific scholarships for them -; and ii) visiting students;
- f. promotes and supports for all PhD students, also by identifying appropriate financial support mechanisms, the carrying out of training periods at other universities, companies, or qualified private or public research institutions, in Italy and abroad;
- g. supports a more organic and extended relationship between University PhD students and external settings, both professional and research;
- h. facilitates better advertising of PhD programmes, including internationally;
- i. designs and implements common systems for the selection and evaluation of PhD students. PhD programmes usually start at the beginning of the academic year, and have a normal duration of 3 years.
- 4. The scientific, organisational, and teaching responsibility of each Programme lies with the relative Academic Board, which defines, on the basis of the indications and the coordination and supervision of the S.A.S., the plan of activities articulated over the years of duration of the Programme, the number of hours of compulsory attendance, as well as the methods of annual verification of the knowledge acquired.
- 5. The curriculum and the annual calendar of activities are communicated to the PhD students at the beginning of the Programme.

Art. 4 – Institution and Renewal of Programmes

1. Proposals for the establishment and/or renewal of PhD programmes with administrative headquarters at the University of Camerino, and / or those adhering to joint PhD programmes, with administrative headquarters at another accredited University, with the exclusion of programmes of national interest, referred to in Article 6 of these Regulations, must be sent to the Head of the S.A.S., drawn up using the template forms, and with respect to the deadlines and methods predefined and communicated by the S.A.S.

- 2. Proposals for the establishment of a new PhD programme must be submitted, in the manner indicated in the previous paragraph, by the Coordinator (see Art. 10) of a newly established Academic Board (see Art. 11), configured and composed in accordance with the characteristics established by the national legislation in force for the accreditation of PhD programmes, taking into account, where possible, gender balance.
- 3. Proposals for the establishment and/or renewal approved by the Board of the S.A.S. are subject to the approval of the Academic Senate and, to the extent of its competence, by the Board of Directors.
- 4. proposals for the deactivation of PhD programmes must be approved by the Academic Senate on the proposal of the Board of the S.A.S.
- 5. PhD programmes for which the University of Camerino is the sole location, or, in the case of PhD programmes organised jointly with other entities and in other locations, shall be activated following accreditation granted by the Ministry, following the compliant opinion of ANVUR, in accordance with the legislation in force on the matter.

Art. 5 – Joint PhD Programmes

- 1. In order to effectively coordinate the research activity of the third-level education at national and international level, UNICAM can stipulate agreements, and/or set up consortia, in time to guarantee the presentation of the ministerial accreditation request, with the following subjects:
 - a. other Italian or foreign universities, with the possibility of issuing multiple or joint final degrees;
 - public or private research bodies, Italian or foreign, in possession of high cultural and scientific qualification requirements, and equipped with suitable scientific facilities and equipment;
 - c. accredited institutions of high artistic, musical, and dance training, with the possibility of issuing multiple or joint final qualifications;
 - d. companies, including foreign ones, which carry out qualified research and development activities; in the context of PhD programmes activated in collaboration with companies, these may also be defined as "industrial", based on the provisions of current legislation;
 - e. public administration bodies, cultural institutions cultural institutions, and research infrastructures of European or international significance, for the implementation of specific research and development, or innovation programmes.
- 2. Proposals for the establishment of joint PhD programmes must be forwarded to the Board of the S.A.S., and follow the approval process illustrated in the previous Article 4.

- 3. The agreements, including those relating to consortia, in compliance with the principle of reciprocity, must provide for an effective distribution of training and research activities, the fair distribution of financial burdens, the modalities for the regulation of financial support, the availability of adequate operational and scientific premises, the modalities of exchange and mobility of teachers and PhD students, and the possible issue of multiple or joint degrees.
- 4. The parties to agreements or consortia members undertake to ensure the activation of the PhD cycles, as a rule, for at least three years, and to comply with these Regulations, without prejudice to express exceptions provided for in such conventions or agreements, which, in case of cooperation with other qualified Institutions may also concern the composition of the Academic Board.
- 5. In the case of PhD programmes activated in association (including PhD programmes of national interest) with public research bodies and/or with companies or other eligible bodies pursuant to the legislation in force at the time of accreditation, renewal of accreditation, or establishment of a new Programme, the composition of the Academic Board, including non-university members, shall be determined on the basis of the legislation in force.
- 6. In consortia with universities and public or private research bodies providing higher education, even with different countries, the issue of the academic qualifications shall take place in accordance with the provisions of current legislation, and in compliance with the agreements signed by the parties.

Art. 6 – PhD Programmes of National Interest

- 1. Any proposals for the establishment or adhesion to PhD programmes of national interest, pursuant to Art. 10 and Art. 11 of Ministerial Decree No. 226/2021, having heard the opinion of the S.A.S., must be forwarded to the UNICAM Rector, and for information to the Director of the S.A.S.
- 2. The Academic Senate, having heard the opinion of the Board of Directors, as far as it is concerned, shall decide on the proposals referred to in the previous paragraph, which must be accompanied by all the information necessary to assess the purposes and the actual compliance with the requirements of the relevant legislation.
- 3. PhD Programmes of National Interest, with administrative headquarters at UNICAM, shall adopt their own regulations, approved by the competent bodies, which govern their activities.
- 4. Except as expressly provided for by national legislation in relation to PhD Programmes of National Interest, the same provisions set out in Article 5 relating to Joint PhD Programmes remain in force.

Title III – Financing and Evaluation of Programmes

Art. 7 – Financing and Resource Management

- 1. The Board of Directors, on the basis of proposals given by the Board of the S.A.S., having acquired the binding opinion of the Academic Senate, shall approve, annually, the plan for the allocation of the resources necessary for the establishment and operation of the PhD Programmes, and for the renewal of existing ones, as well as for the adhesion to Joint PhD Programmes, with administrative headquarters at another University.
- 2. Scholarships, the amount of which must comply with the provisions of the legislation in force, may be financed from the following:
 - a. University funds or funds of the proposing Departments;
 - b. Ministry funds, using the financing lines provided for by the legislation in force;
 - c. Funds provided for within the association agreements;
 - d. Funds of other ministries or other public or private entities;
 - e. National, European, and international tenders.
- 3. The funds for operating expenses possibly allocated by the University, as well as those made available by the proposing departments or external institutions, shall be allocated to the university budget.
- 4. Holders of funds related to research projects consistent with the training/educational programme required for the obtaining of the PhD degree, with which the PhD students collaborate and in which they are formally inserted, with the consent of the Programme Coordinator, may use their own funds to cover expenses related to national and international mobility, and also contribute to the financing of the scholarship itself. These funds will be pledged to guarantee co-financing, or funding, upon approval of the scholarships.
- 5. The S.A.S. Board, on the basis of the available budget, may annually decide on a sum to be allocated to further mobility activities of the PhD students, and to the participation in conferences, congresses, courses, seminars, and other initiatives deemed appropriate and relevant to the PhD programme, including the possibility of allocating resources to the activities established by the Teaching Bodies of the individual curricula.
- 6. Subject to available financial resources, Programme coordinators may be allocated an annual budget at a dedicated cost centre. These funds may be allocated, subject to the approval of the relevant Academic Board, to expenses related to the specific activities of their Doctoral Programme.
- 7. As regards training or research/related travel allowances for PhD students, please refer to the specific University Regulations.

- 8. Places for students enrolled with or without scholarships, as well as any additional places, shall be established in accordance with current legislation and with the decisions of the Academic Boards first and then the S.A.S. Board.. Places without scholarships are limited to a maximum of 1 for every 3 scholarships, in each course for each cycle.
- 9. Co-tutorships, double degrees, or joint degrees, if not already included in the accreditation process for doctoral programs or in the admissions selection process, may be activated within the first year of the program for specific positions, in compliance with regulatory provisions and subject to a preliminary framework agreement (which may be intergovernmental, between two countries, or bilateral, between two universities) and an individual/personal agreement binding the partner universities. These agreements and conventions must be negotiated promptly and preliminarily approved by the designated Academic Bodies, with the support of the relevant Administrative Offices.
- 10. Under agreements with qualified public or private entities, it will be possible to allocate a portion of the available places to their employees engaged in higher-education activities, who are admitted to the PhD programme following successful completion of the relevant selection procedure.
- 11. Apprenticeship contracts, which are considered equivalent to PhD scholarships, may be activated within industrial PhD programmes, for the purposes of calculating the minimum number of students required to activate the course.
- 12. Any excess student places may be open in accordance with the regulations in force for the relevant year. Excess places may be open, for up to 50% of the scholarship positions available in each Course for each cycle. Students in excess of the number of originally open places may be admitted, without benefiting from the scholarship, following a resolution by the Academic Board, and provided that they prove eligible on the ranking list.

Art. 8 – Quality Assurance and Internal Evaluation System

- 1. UNICAM applies to all PhD programmes a quality assurance system for the planning and management of PhD training compliant with the Standards for Quality Assurance in the European Higher Education Area (EHEA), according to the indications and guidelines issued by the competent bodies at national level.
- 2. Every year, the Programme Coordinator, after sharing it with the Academic Board, shall send the Head of the S.A.S. a review report of the activities carried out, analysing the results obtained, any unresolved critical issues, and the risks and opportunities for developing the activities.
- 3. The Head of the S.A.S., shall analyse the findings illustrated in the review reports referred to in the previous paragraph and submit to the S.A.S. Board and the University Evaluation Committee a comprehensive annual report on the progress of the training projects, the quality standards achieved, and the performance evaluation of the individual PhD programmes, with a possible proposal to eliminate those programmes that do not meet the pre-established characteristics and quality requirements.

- 4. The University Evaluation Unit, based on the analysis produced by the S.A.S. Board, and on the basis of its own independent analysis on the existence of the requisites of the proposing departments, and the correspondence of the programme to the training objectives, also in relation to professional opportunities and the level of training of PhD students, and before the start of the annual procedure for renewing the activation of programmes, shall draw up a report with its proposals, suggestions, and notes for the improvement of the activities. The annual report of the Evaluation Unit, which must take into account the provisions of European standards for quality assurance and the provisions of the ANVUR (Italian National Agency for the Evaluation of Universities and Research Institutes) guidelines in this regard, is sent to the Head of the S.A.S., the Rector, and to the ANVUR.
- 5. The accreditation of institutions and courses lasts for five years. Periodic monitoring and evaluation activities conducted by ANVUR verify the continued fulfilment of the accreditation requirements for doctoral programmes.

Title IV – Organisation and Functioning of PhD Programmes

Art. 9 – PhD Programme Governing Bodies

- 1. PhD programme governing bodies are the following:
 - a. Programme Coordinator
 - b. Academic Board
- 2. If several curricula are provided for within a PhD programme, the respective Heads shall be appointed by the Board of the S.A.S., upon proposal of the Coordinator.

Art. 10 – Programme Coordinator

- 1. The Programme Coordinator is responsible for the planning and organisation of the educational, scientific, and administrative activities of the programme; for this purpose, they avail themselves of the collaboration with the Heads of any designated curricula ((who, if external to UNICAM, are not among the members of the S.A.S. Board).
- 2. The Programme Coordinator shall be appointed by the Board of the S.A.S., on the recommendation of the Academic Board. The Coordinator of the Programme must be identified among full-time employees of UNICAM, and who are part of the Academic Board active at that time. They must also be in possession of the specific requirements established by national legislation. To select the Coordinator, the Teaching Board may use a secret ballot election procedure coordinated by the Dean of the Board.

The term of office is determined by the S.A.S. Regulations; the Coordinator may be reappointed only once.

- 3. The Programme Coordinator, as well as the Heads of the curricula, must participate in at least 4 meetings of the S.A.S. Board each year, under penalty of dismissal from their role..
- 4. Furthermore, the Coordinator of the Programme shall do the following:
 - a. convene and chair the meetings of the Academic Board, and implement its decisions;
 - coordinate and monitor, after consulting with the Academic Board, the planning and implementation of the educational and scientific activities of the Programme, also in liaison with the competent administrative offices for the management of administrative practices relating to the careers of the PhD students;
 - c. prepare the proposals for renewal of the activation of the Programme, after consulting the Academic Board, and provide for all the needs and urgencies relating to the programme activities not explicitly provided for in these Regulations, pursuing the best functionality and quality of the activities of the PhD students;
 - d. draw up, at the end of each academic year, a review report of the activities carried out, also aimed at the monitoring activity carried out by the ANVUR. This report shall be sent to the Head of the S.A.S. who will include it in the overall report that will be submitted to the University Evaluation Unit, as provided for in Article 8 of these Regulations;
 - e. they may appoint a Deputy Coordinator, capable of replacing them in the event of absence or impediment, as well as in the event of early termination of office, until the new Coordinator is appointed.

Art. 11 – Academic Board

- 1. The composition and scientific qualification of the members of the Academic Board must be in line with the requirements for the accreditation of PhD programmes prescribed by the legislation and guidelines in force at the national level.
- 2. UNICAM professors and researchers who intend to participate in the Academic Board of a PhD Programme activated by another university must apply for the authorisation from the University School to which they belong. If, at the time of the request for authorisation, these professors are members of the Academic Board of a UNICAM PhD Programme, the authorisation of the academic department will be subject to the acquisition of the positive opinion by the Board of the S.A.S. Considering that each teacher can participate in a maximum of 2 Academic Boards on a national basis, one of which in joint projects, once the authorisation has been obtained, the teacher concerned must resign from the Academic Board of the UNICAM PhD Programme, of which he/she is a member, before formalising the admission to the Academic Board of the PhD Programme activated by another university.

- 3. For university professors and researchers, or those from Public Research Bodies, participation in the Academic Board of a PhD Programme activated by UNICAM, where applicable, is subject to the authorisation from the University, or from the institution to which they belong.
- 4. For the purpose of dealing with educational and organisational issues, two representatives of the PhD students (in respect of gender equality), elected from among the members of the relevant PhD Programme shall be allowed to attend the sessions of the Academic Board. The methods of election will be arranged by specific regulations.
- 5. In the case of the establishment of a new PhD Programme, the first meeting of the Academic Board shall be convened by the Head of the S.A.S., within thirty days of the establishment resolution by the competent University bodies. The Head of S.A.S. shall take care of the necessary formalities until the establishment of the Academic Board, and the appointment of the Coordinator.
- 6. The Academic Board shall do the following:
 - a. organise the training activities and other teaching activities of the PhD programme, and define the curricula;
 - b. analyse and express its opinion on the proposals for joining new members to the Academic Board, it being understood that, annually, the Board of the SA.S. shall approve the composition of the Academic Board, which will be indicated in the accreditation/accreditation confirmation phase;
 - c. contribute to the definition of the contents of the notice of selection procedure for the admission to a PhD Programme;
 - d. monitor the progress of the training and research pathway of each PhD student, establishing times and methods for the presentation and verification of results;
 - e. assign to each PhD student a supervisor and one or more co-supervisors, of which at least one coming from the academic community, chosen by the Academic Board, including from among external subjects, provided that at least one of them is in possession of the requisites required for the members of the same Board. With reference to industrial PhD programmes, each PhD student shall also be assigned an internal co-supervisor from the company with which the research project is carried out, having high scientific or professional qualifications;
 - f. authorise the PhD students to visit another institution in Italy and abroad for training and/or research periods exceeding one consecutive month;
 - g. approve the participation of the PhD students in internships organised by public or private Italian or foreign subjects;
 - h. approve joint thesis supervision programmes;
 - i. authorise the PhD students to carry out any teaching, subsidiary, and supplementary activities, and extra-curricular research activities;

- j. approve or deny authorisations to PhD students, pursuant to the current legislation and the notice of admission to the relevant PhD programmes, for simultaneous enrolment in another university programme or for carrying out any work and/or paid activity;
- k. evaluate, at the end of each academic year, the report on the activities carried out by the PhD students, for the purposes of deciding whether they are admissible or not to the following year of the programme, and approve the admission to the review of the thesis for the purpose of obtaining the degree;
- I. promote relations with other Italian and foreign universities, and with public and private bodies, for the purpose of better conduct of research activities;
- m. propose to the Rector the names of the members of the selection committees for admission to PhD Programmes;
- n. identify, after consulting the supervisors/co-supervisors of the PhD students, the teachers, not less than two, to whom the evaluation of the thesis shall be entrusted, in accordance with the provisions of Art. 8, paragraph 11 of Ministerial Decree No. 226/2021, prior to the public discussion of the thesis;
- o. propose to the Head of S.A.S. the names of the members of the final exam committees;
- p. meet at least 4 times a year.

Title V – Admission to PhD Programmes

Art. 12 – Procedures and Requirements for Admission to PhD Programmes

- The application form can be submitted by Italian or foreign citizens who, on the deadline indicated
 in the Notice of Selection Procedure, are in possession of a master's degree or an equivalent
 qualification obtained abroad. The application form can also be submitted by candidates who
 obtain the qualification required by the date of enrolment in the PhD programme, under penalty of
 forfeiture of admission to the programme if the qualification is not obtained.
- 2. The suitability of the foreign degree/qualification shall be ascertained by the PhD programme selection committee, in compliance with the legislation in force in Italy and in the country in which the qualification was issued, as well as with international treaties or agreements on the recognition of qualifications for the continuation of studies. The relevant offices will verify the eligibility. If the Declaration of Value or the Diploma Supplement, or any other documentation submitted by the candidate does not certify this eligibility, the admission of interested party to the PhD programme shall be forfeited, with consequent return of any scholarship instalments received.

- 3. Admission takes place by passing a selection procedure, which must be completed within the deadlines that allow the planned start of the academic year, aimed at verifying the candidate's preparation, their aptitude for scientific research, and knowledge of one or more foreign languages.
- 4. In relation to procedures aimed at the acquisition of competitive funding in the context of the PhD programme, aimed at the realisation of national, European, and international collaborative projects, if deemed necessary, specific admission and evaluation procedures with separate ranking lists may be envisaged, as well as different start dates, considering (where feasible) a remote start of activities with specific timeframes for arrival in Italy.
- 5. In cases in which the PhD programme is based on several curricula, or the grants related to the development of specific topics are envisaged, the topics of the exams may be different, but they must be carried out contextually.

Art. 13 – Notice of Selection Procedure

- 1. Notice of the selection procedure, a single one for EU and non-EU citizens, drafted in Italian and English languages by the relevant offices, shall be issued by Rector's Decree and advertised, for at least thirty days, on the website of the accredited body, on the website of the competent ministry and on the European Euraxess website.
- 2. The single Notice concerns all the PhD programmes activated by UNICAM, giving visibility to the PhD programmes and related curricula, indicating the minimum number of places available, with and without the scholarship.
- 3. The Notice must state:
 - a. the duration of the programme and the curricula;
 - b. the number of places available;
 - c. the number of scholarships available and the amounts of the same, possibly divided by research areas (called topics);
 - d. the number of contracts, if any, for internships/apprenticeships, and/or any other forms of financial support;
 - e. any share of places reserved for graduate students from foreign universities, also in relation to formally established collaboration relationships, for grant holders from foreign countries or specific international mobility programs, or, in the case of an industrial PhD programme, for employees of companies engaged in activities requiring high qualification; any share of places reserved for subjects who collaborate with academic institutions or research centres in Italy or abroad, engaged in activities requiring high qualifications, and who receive a fee of no less than the PhD scholarship by virtue of a formalised relationship, the expected duration of which is at least twenty-four months from the beginning of the PhD programme;

- f. the requirements for admission to the PhD programme, and the candidates evaluation criteria;
- g. the deadline and procedures for submitting the application for admission;
- h. the procedures for carrying out the selection, specifying any foreign languages in which the candidate can sit the exam(s), the schedule and exams envisages, including internationally recognised tests. In the case of European and international collaboration projects, specific admission procedures and organisational methods may be envisaged, which take into account the characteristics of the individual projects, provided they are activated within the framework of accredited PhD programmes;
- i. the methods for drafting the admission ranking list, and the deadlines by which successful candidates must submit the application for the enrolment in the PhD Programme or the acceptance form for the PhD scholarship or position;
- j. any fees to be paid by the PhD students and the rules governing exemptions;
- k. for foreign PhD students, from non-EU countries the costs of health care, registration with the Italian National Health Service (SSN), and residence permits;
- I. the rights and duties of PhD students;
- m. the procedures for obtaining the degree.
- 4. The Notice is divided in two phases:
 - a. the first phase of evaluation of qualifications, as provided for in the specific Notice of Selection Procedure, at the end of which a shortlist of those admitted to the selection process will be available;
 - b. the second phase (accessible to candidates on the shortlist referred to in the previous point) consisting of an interview.
- 5. The Notice of Selection Procedure may provide for the possibility of carrying out the admission tests remotely, electronically, through the use of suitable audio-video connection tools.
- 6. The number of places available with a scholarship, and/or covered by Internship/apprenticeship contracts, or any other forms of financial support, may be increased following funding that becomes available after the announcement of the Selection Procedure, and before carrying out the last exam scheduled for the relevant selection procedure. Any increase in the number of scholarships may determine, at the request of the Coordinator, and after consulting the Academic Board, the increase in the total number of places available for selection procedure. Ny such increase shall be appropriately publicised on the University website.
- 7. For the same PhD cycle and for each PhD Programme activated, several Notices/Calls may be issued, usually before the start of the academic year of reference.

- 8. The application form must generally completed exclusively online, and depending on the decision made for each particular Notice of Selection Procedure, it must include the indication of up to three presenters who are deemed to be able to support the candidacy by completing the reference form; the form for presenting the reference, to be completed by at least one professor/researcher (presenter) who knows the candidate.
- 9. The candidates shall be admitted to the programme according to the order of the rank lists drawn up by research field (topic) or by Programme (as provided in the Notice of Selection Procedure), until all available places are filled. In the event of non-acceptance by the eligible candidates within the deadline, provided the conditions for proceeding are met, another candidate may be admitted according to the order of the rank list.
- 10. In case of successful placement in several rank lists, the candidate must choose a single PhD Programme, within the deadline that will be indicated in the specific Notice of Selection Procedure.
- 11. In the case of agreements or understandings with small and medium-sized businesses, artisan businesses, other businesses referred to in Article 2,195 of the Italian Civil Code, or entities referred to in Article 17 of Law No. 317 of 5/10/1991, the study programme may be agreed upon between the University and the aforementioned entities in order to grant the benefits referred to in current legislation. In the case of agreements with public or private entities that finance PhD scholarships, the research program must be agreed upon with said entities, and the PhD student receiving the relevant scholarship will be required to carry out the research activity within the scope of the aforementioned program, under penalty of forfeiture of the scholarship.
- 12. Candidates already in possession of a PhD degree may be admitted to a second PhD programme, upon passing the selection exams, provided that the main topics and academic disciplines are different from those of the previous PhD programme for which the degree was awarded. If the candidate has already benefited, even partially, from a PhD scholarship, participation in the new PhD programme cannot be covered by the scholarship.

Art. 14 – Selection Committee and Evaluation Methods for Admission to PhD Programmes

- 1. The Rector shall The appoint the Committee members upon their designation by the Board of the S.A.S.
- 2. The Committee must be composed, respecting gender balance where possible, of the Head of the S.A.S., who chairs it, the Deputy Head of the S.A.S., the Programme Coordinators, or the Heads of the Curricula (if any), or their delegates, selected from among UNICAM university professors and researchers designated by the Academic Boards of the PhD programmes involved in the selection process, one member per board. The Committee may be divided into sub-committees and may be assisted by experts in the areas of reference of the individual PhD programmes, including those from other institutions, upon recommendation of the relevant Academic Boards.
- 3. For each effective member, the Academic Board shall designate an alternate member.

- 4. Each Academic Board shall designate the effective and alternate members of the Selection Committee at least thirty days before the date set for the selection procedure. If the Board fails to designate within the required terms, or a member of the Selection Committee renounces the position, or is unable to participate, the Rector shall directly appoint the replacement, after consulting the Head of the S.A.S.
- 5. The Committee may make use of suitable IT tools in carrying out the selection.
- 6. The Committee shall analyse and evaluate a hypothesis of a research programme that candidates are invited to submit; it shall also take into account the candidate's CV, with particular reference to graduation marks, other academic qualifications, scientific publications and presentations at congresses, awards, and recognitions. Presentation letters from presenters, if any, shall also be evaluated, as well as any other documents requested in the Notice of Selection Procedure. Successful candidates shall be placed on a shortlist, subject to a second phase of evaluation.
- 7. The second evaluation phase includes a selection aimed at verifying the candidate's preparation, his/her aptitude for scientific research and his/her knowledge of one or more foreign languages. This selection procedure may consist of an interview; the modalities shall be defined by the appointed Academic Board, and shall mainly be remote, so as not to discriminate or discourage candidates residing abroad. The evaluation methods proposed by the appointed Academic Board must be approved by the S.A.S.
- 8. The Selection Committee reserves the right to propose to the candidate, for the second evaluation phase, another curriculum for which it deems the candidate would be suitable (in addition to or in place of the curriculum/curricula chosen by the candidate) within the same PhD programme, or, if included in the Notice of Selection Procedure, another curriculum within the same PhD programme. The Selection Committee also reserves the right, based on the outcome of the interview, to admit a candidate to the PhD programme for a curriculum different from the one for which he/she applied.
- 9. In the case of PhD programmes established as a result of international inter-university cooperation agreements, the admission procedures shall be defined in accordance with the provisions of such agreements, and specified in the Notice of Selection Procedure, in compliance with these Regulations.
- 10. For Joint PhD Programmes and national PhD Programmes, the selection procedures shall be defined in the specific Notices of Selection Procedures, and must in any case respect and be consistent with the legislation in force.

Art. 15 – Scholarships and Other Forms of Financial Support

1. The scholarships available for each PhD cycle and each course, as required by current legislation, are awarded following a comparative evaluation, according to the order defined in the relevant rank list, and, in the case of restricted-topic scholarships, subject to the Admissions Committee's assessment of specific suitability. The specific Notice of Selection Procedure will specify the criteria

applied in the event of a tie. These scholarships cannot be combined with research grants or other scholarships awarded for any reason (including specialisation scholarships), except those awarded by national or foreign institutions, useful for supplementing the PhD student's research with stays abroad. Other possible incompatibilities may arise based on the funding source of the doctoral scholarship.

- 2. Anyone who has already benefited, even partially, from a scholarship to attend a PhD programme established in Italy cannot benefit from it a second time, pursuant to current legislation.
- 3. The duration of the scholarship is usually equal to the entire duration of the programme; the scholarships are confirmed annually by the S.A.S. Board, having acquired the result of the verification by the Academic Board of the activity carried out in the previous year by the PhD student. In the event that a PhD student does not pass the annual verification, they lose the PhD student status, the disbursement of the scholarship is suspended, and the PhD student cannot complete her/her study pathway.
- 4. The amount of the scholarships is determined as no less than that provided for by the relevant national legislation, and the duration of the scholarship is equal to the entire normal duration of the Programme, without prejudice to the provisions of paragraphs 3 and 5 of this Article.
- 5. For the scholarship to be used, the candidate must be in possession of all the legal and economic requirements envisaged by the laws and regulations in force. In the event that the PhD student loses these requirements during the course of the PhD programme, they lose the right to the scholarship, with the obligation to return the amounts already received in the reference calendar year. If a PhD student gives up on continuing his/her studies during the year, he/she will lose the right to benefit from the scholarship for the amount not yet paid.
- 6. For all PhD students who are eligible under current national legislation, additional funding is guaranteed for periods of residence and stay abroad (the so-called "international mobility") corresponding to an increase of no less than 50% of the amount of the scholarship or a "mobility budget" of equal value. Such periods, provided the necessary financial coverage is available, may under no circumstances exceed 12 months, with the exception of jointly supervised PhD programmes, for which the overall maximum limit is 18 months. The written request for the abovementioned increase must be submitted by the Programme Coordinator, using the prescribed form, and must be accompanied by a certification that the activity for which the PhD student's mobility is requested falls within the scope of the previously formulated study and research programme. A stay abroad is considered to be a continuous period of no less than one month, unless otherwise specified by the Programme Coordinator.
- 7. The scholarship shall be paid in deferred monthly instalments, unless the Coordinator of the Programme sends to the S.A.S. and to the University Administration Office, a communication of termination to attendance of the programme, or of the exclusion by the Academic Board in the event of unjustified absence or non-fulfilment of obligations by the PhD student receiving a scholarship. The scholarship increase for international mobility is paid simultaneously with the monthly scholarship instalment, provided that the required documentation is duly and timely received by the competent offices. In any case, the increase is paid only upon presentation of the

- certification, issued on headed paper, duly completed and signed by the head of the institution where the research activity was carried out, including the precise indication of the period of stay (start and end date) and the activities carried out during the certification period.
- 8. The PhD scholarship is subject to the payment of INPS (Italian National Institute for Social Security) social security contributions under the separate management pursuant to art. 2, paragraph 26, of Law No. 335 of 8 August 1995, as amended.
- 9. Each PhD student, with or without scholarship or other forms of support, is guaranteed a budget for research activities in Italy and abroad, appropriate to the type of programme, and in any case not less than 10% of the scholarship amount. For PhD programmes of national interest, the share rises to 20% thanks to the foreseen ministerial co-financing.

Art. 16 – Rights and Duties of PhD Students

- 1. Admission to a PhD programme involves an exclusive and full-time commitment.
- 2. Public employees admitted to PhD programmes are placed, upon request and consistent with the administration's needs, on unpaid special leave for study purposes for the duration of the program and will receive a scholarship if the required conditions are met. The period of special leave is used for career progression, retirement benefits, and social security contributions. In the event of admission to a PhD programme without a scholarship, or in the event of renunciation of a scholarship, the interested party on leave will retain the financial, social security, and retirement benefits received from the public administration in which they are employed. If granted leave for study purposes, the employee is required to maintain employment with the public administration for the following two years. If the employee terminates the employment relationship within the following two years, any payments made will be reimbursed. Public employees who have already obtained a PhD degree, or those who have been enrolled in PhD programmes for at least one academic year and are eligible for such leave, are not entitled to special leave, with or without pay. For any other matters concerning public employees, please refer to the applicable national legislation.
- 3. In addition to the rights related to their status as a PhD student at UNICAM, and referring to access to teaching and research facilities, and to any services in support of the PhD study pathway, provided by the S.A.S., PhD students shall enjoy the following rights:
 - a. The allocation of the supervisor and one or more co-supervisors;
 - Accident and civil liability insurance coverage, for the entire duration of the programme, paid by the University, according to the conditions and guarantees provided for by the policies stipulated by the university and according to the INAIL (Italian Workers' Compensation Authority) conditions and coverage provided for doctoral students;

- c. Their representative on the Board of the S.A.S. to the extent of one in thirty, with rounding up to the higher integer number; two representatives in the Academic Boards; one representative in the governing bodies of the University, in accordance with the provisions of the UNICAM Statute;
- d. PhD students may be granted a suspension of their career or a postponement of the start date of their pathway for a maximum of 6 months, compatible with the type of scholarship/funding, in the following cases:
 - i. maternity (mandatory and/or optional), paternity, adoption and foster care, in accordance with the legislation in force on the matter;
 - ii. documented illness or injury lasting more than 30 days;
 - iii. attendance at teaching qualification courses and for all other cases provided by law for similar purposes;
 - iv. serious and documented personal and family reasons;
 - v. to obtain an entry visa (non-EU citizens);
 - vi. in the case of permanent employment in the public administration for the duration of the probationary period, with the waiver of the scholarship for the same period;
- e. Suspension or postponement of the programme start date must be promptly and formally requested by the PhD student to the Academic Board and approved by the S.A.S. Board in the case of serious and documented personal or family reasons. At the end of the suspension period, the interested party will resume the Programme and submit a return declaration signed by the Coordinator. Administrative deadlines and the disbursement of the scholarship, if awarded, will be deferred for a period equal to the duration of the suspension. The Academic Board shall decide on the methods for recovering the training activity, without prejudice to the fact that under no circumstances may the ordinary duration of the course be shortened.
- f. PhD students may, as an integral part of their training programme, subject to approval from the Academic Board and without increasing the scholarship amount, provide tutoring, including paid tutoring, to students in the undergraduate and graduate degree programmes. They may also undertake supplementary teaching activities, up to a limit of 40 hours per academic year. These activities do not give rise to rights regarding access to University positions and do not entail any cost to the University. Supplementary teaching activities may be assigned to PhD students only with their prior consent, and must not compromise their research training.
- g. Without prejudice to the full-time commitment, work activities, including paid work, involving practical professional training or limited external work that allows the acquisition of skills related to the PhD programme are also compatible with the PhD programme, subject to authorisation by the S.A.S. Board, and prior approval by the Academic Board.

For PhD students receiving a scholarship, for the entire duration of the scholarship, the maximum annual emoluments cannot exceed the annual amount of the scholarship itself. For the purposes of determining the emoluments limit referred to above, the taxable income resulting from work performed, as certified or declared, is taken into consideration. The requesting PhD student must promptly and formally submit the authorisation to the Academic Board, after consulting with the supervisor;

- h. Without prejudice to the full-time commitment, with specific reference to the Medical Specialisation Schools, medical residents may attend a PhD programme simultaneously, ensuring that the activities and commitments required by the two programmes are compatible, in accordance with current legislation, subject to authorisation from the collegial bodies responsible for both training programs. The specialisation scholarship is incompatible with the PhD scholarship;
- i. Concurrent enrolment in another university course of study that does not require attendance, pursuant to current legislation, is permitted, with the exception of those designated as incompatible by the legislation.

4. PhD students have the following obligations:

- a. To attend the training activities including the interdisciplinary and transversal ones proposed by the S.A.S., the seminars, the exercises, and the didactic modules, to continuously carry out study and research activities within the departments intended for this purpose, acquiring the university credits (CFU) required by their PhD programme. Where the credits relating to the compulsory training activities have not been acquired, for justified reasons deemed acceptable by the Academic Board, they can be recovered through the activities proposed by the same Board;
- b. To attend general and specific training courses, fulfilling regulatory obligations regarding health and safety, as well as to comply with obligations relating to health surveillance;
- c. To register on the portal https://loginmiur.mur.gov.it//front.php/login.html and maintain their profile consistent with their training programme throughout its duration;
- d. To acquire, both annually and over the three-year period, an adequate number of credits (CFU) according to their study plan;
- e. To submit to the Academic Board, at the end of each year of the course, a report on the research activity carried out;
- f. Following the positive evaluation by the Academic Board upon examination for access to the following year, to proceed with enrolment in subsequent years, and/or to submit an application for admission to the thesis review procedure, within the deadlines communicated by the competent offices and published on the University website, under penalty of forfeiture, with consequent closure of the university career, without prejudice to documented reasons.

- g. To complete a suitable period of mobility abroad, normally no less than six months, at other universities or research institutions, companies, and international research institutes. The Academic Board, subject to any restrictions established by the PhD scholarship funding guidelines, may grant a justified exemption from this period;
- h. To behave in accordance with the University Code of Ethics, adopting the consequent conduct;
- i. To participate in all the initiatives for monitoring and evaluating the activities of UNICAM PhD programmes proposed by the S.A.S., and/or by the Evaluation Unit, and/or by the competent bodies and departments of the University;
- 5. On the basis of a motivated proposal from the Academic Board, students may be excluded from the PhD Programme by the Board of the S.A.S., with the consequent loss of the right to use the scholarship (scholarship holders) and of obtaining the title in the event of:
 - a. Insufficient results in any ongoing evaluation tests;
 - b. Negative opinion of the Academic Board concerning the admission to the following year of the programme; to this end, the Academic Board shall verify the achievement of the expected results for the programme year attended, as well as the diligence and industriousness shown by the student in the research activity carried out;
 - c. Work performed without the authorisation of the Academic Board;
 - d. Failure to obtain the qualification within 6 months of completing the PhD programme, net of any extensions (not exceeding 12 months) granted by the Academic Board and approved by the S.A.S. Board pursuant to current legislation;
 - e. Unjustified and prolonged absence or prolonged unavailability.

Art. 17 – Transfers from Other Universities

- 1. PhD students who have attended a PhD Programme at another university, Italian or foreign, for at least one year, can request a preventive clearance to register with the Head of the S.A.S. under the following conditions:
 - a. that the receiving PhD programme has the financial, scientific, and sustainability requirements to accept a new PhD student;
 - b. that, among the PhD programmes activated at the S.A.S., a PhD Programme in a scientific field similar to that of origin and with similar educational and research objectives has been activated;
 - c. that the PhD student documents the educational activities with credits carried out, at the University of origin, and that these activities are recognised by the relevant Academic Board as equivalent to those required by the S.A.S. for access;

- d. that the PhD student successfully passes an evaluation interview organised and conducted by the Academic Board concerned.
- 2. If the relevant Academic Board issues a favourable opinion, as indicated in the previous point, the Head of the S.A.S.. may grant permission, and the transfer may be approved by the S.A.S. Board and carried out, subject to documented termination of the relationship with the university of origin, in any case without the benefit of a scholarship. The relevant position must be among those declared as sustainable for the receiving PhD Programme (without a scholarship).
- 3. In the event of a transfer, the relevant Academic Board shall identify the supervising teacher, and shall indicate to the competent offices where to find the necessary financial resources.

Art. 18 – Internal Transfer to Another PhD Programme

1. PhD students enrolled in the 1st and 2nd year of the UNICAM PhD programmes may request the transfer to another UNICAM PhD programme, subject to the favourable opinion of the Academic Board of the destination programme, and the S.A.S Board.

Title VI – Obtaining the PhD Degree

Art. 19 – Admission to the Final Exam and External Evaluators

- 1. At the end of the last year of the programme, the Academic Board shall formulate its opinion on the research activity carried out by the PhD student in that same year, and during the entire PhD programme, admitting or not admitting the candidate to the final exam, notifying the PhD student through the Coordinator, and at the same time formulating an overall opinion on the activity carried out to be attached to the thesis.
- 2. PhD students who are deemed eligible based on the judgment referred to in paragraph 1 shall be admitted to the final exam; the Academic Board then sends this judgment to the S.A.S. for admission to the final exam.
- 3. PhD students who are admitted to the final exam must submit to the Rector a specific application for registration for the final exam and any other requested documents electronically via their Reserved Area, according to the procedures indicated by the relevant Office and approved by the S.A.S. Board.
- 4. Within 45 days following the end of the last year of the programme, PhD students must submit, through the dedicated channels and forms, a copy of their doctoral thesis in electronic format, along with the title page, and any other documentation required for administrative purposes, as well as the overall evaluation of the Academic Board. The S.A.S. will send the external evaluators,

- and subsequently the members of the Committee, an electronic copy of the thesis, along with the overall assessment of the Academic Board. The assessment of the external evaluators must also be sent to the Committee.
- 5. In the event of issues relating to intellectual and industrial property, pursuant to the University regulations in force on the matter or specific conventions and agreements that regulate specific PhD positions/scholarships, it is the supervisor's and the PhD student's responsibility to promptly report to the relevant offices the need for any reinforced procedures, to better protect the interests involved.
 - The Final Exam Committee is appointed by the Head of the S.A.S. on the proposal of the Academic Board of the candidate's PhD Programme.
- 6. The thesis consists of a written dissertation or a graphic work, to which a descriptive report of the activities carried out throughout the entire PhD programme and any publications produced, is attached by the same candidate, with the related list.
- 7. The thesis shall be evaluated by at least two professors or expert researchers, not belonging to tenured UNICAM staff, identified by the Board of the S.A.S as highly qualified external evaluators, also from foreign institutions. The external evaluator shall express a written analytical judgment on the thesis and propose the admission of the PhD student to the final exam, or postponement for a period not exceeding 6 months, if they consider that significant additions or corrections are necessary. After this period, the thesis is in any case admitted to public discussion, accompanied by a new opinion of the same evaluators, made in the light of any corrections or additions made.
- 8. It is not possible to repeat the final exam.
- 9. The theses are usually written in English language, or in any case always include a detailed summary in English language. They are considered produced timely if received by the S.A.S. Student Administration Office, via electronic means indicated by the same, and approved by the Board of the S.A.S., within the predefined deadline.
- 10. For proven reasons that do not allow the presentation of the doctoral thesis within the time limits set for the duration of the programme, the Academic Board may grant, upon request of the PhD student, an extension of a maximum duration of twelve months, without further financial burdens for the University. An extension of the duration of the PhD programme for a period not exceeding twelve months may also be approved by the Academic Board for justified scientific needs, ensuring in this case the corresponding extension of the duration of the scholarship by identifying, also with the subjects possibly co-financing the scholarship, the financing methods. Finally, for proven reasons envisaged by law, PhD students may request the suspension of the programme for a maximum duration of six months. During the suspension period, no scholarship or other funding will be paid. To this end, the candidate must submit a reasoned request to the Head of the S.A.S., accompanied by the opinion of the Academic Board, by the last day of the third year of the programme. Extension and suspension periods may not exceed a total of eighteen months, except in specific cases provided for by law.

11. If the candidate is not able, due to illness or force majeure, to take the final exam on the scheduled date, they may ask the Head of the S.A.S. to take the exam on another date, taking into account the particular circumstances that precluded them from taking the exam. In this case, the candidate will be admitted to the exams scheduled for the next cycle, even in another location in the event of failure to activate the course.

Art. 20 – Examination Committees for the Final Exam

- 1. Examination Committees for the award of the PhD degree are appointed by the Head of the S.A.S., and are made up taking into account, where possible, gender balance, for at least two thirds by subjects not belonging to the institutional headquarters of the programme, and for no more than one third by members belonging to subjects participating in the PhD programme, pursuant to the legislation in force. In any case, the Committee must be made up for at least two thirds of members of academic origin.
- 2. The Committees may be integrated by no more than two experts, chosen from public and private research bodies and departments, including foreign ones, and identified by the Academic Boards.
- 3. Supervisors, whether internal or external, nor co-authors of candidates on scientific articles published during the PhD programme or in the last 5 years cannot be members of the Examination Committee.
- 4. External evaluators (reviewers) of the reference theses nor the supervisors of the examinees may not be part of the Examination Committee.
- 5. In the case of PhD programmes established pursuant to international agreements, joint PhD programmes, and national PhD programmes, the Committees are constituted according to the procedures set forth in the relevant agreements.
- 6. The Academic Boards propose the names of at least 4 teachers, of which three full members and one alternate, in compliance with the composition of the Committees referred to in paragraph 1 above.
- 7. Any resignation of the members of the Committees, adequately motivated, shall take effect upon acceptance by the Head of the S.A.S. The work of the Committees must be completed within ninety days of the appointment. Once this term has elapsed without the Committees having completed their work, they forfeit and, using the same procedure, the Head of the S.A.S. appoints new Committees with the exclusion of suspended members. For the conclusion of the work, the new Committees shall be given three months from the notification of appointment.

Art. 21 – Final Exam

- 1. The final exam (doctoral thesis) for the achievement of the PhD degree is held in person and consists of the discussion of the written dissertation or graphic work.
- 2. The schedule of final exams is communicated to interested parties with at least 20-day notice from the date of the exam.
- 3. At the end of their work, the Committee shall draw up a report on the procedures carried out, and shall express a collective written opinion for each candidate. The Committee, with unanimous vote, has the faculty to award honours in case of results of particular scientific importance.
- 4. The University shall ensure the publicity of the evaluation procedure documents, including the judgments on single candidates.

Art. 22 – Awarding of the Degree

- 1. The PhD degree, abbreviated in Italian as "Dott. Ric.", or "PhD", is awarded by the Rector of the University of Camerino, and is obtained upon passing the final exam.
- 2. Pending delivery of the original diploma, the relative certification is issued.
- 3. The issue of the certification of degree achievement is subject to the filing of the final thesis in the institutional archive of the University with open access, which guarantees its conservation and public consultation, also by filing it in accordance with the law in the ministerial database and at the National Libraries of Rome and Florence. The filing of the thesis occurs according to the procedure indicated by the relevant UNICAM offices. Upon submitting their thesis in electronic format, and for the purposes of protecting and exploiting their industrial property rights and/or intellectual property, the PhD student may request that their thesis be made freely accessible only after a period of no more than 18 months. The competent offices shall be responsible for filing theses electronically in accordance with the law or for providing instructions to PhD students on how to do so independently.
- 4. In order to obtain the PhD degree with European validity (Doctor Europaeus), the EU legislation is complied with.

Art. 23 – Intellectual Property and Confidentiality

1. The intellectual and industrial property rights on any results achieved by the PhD student, including but not limited to software, industrial inventions that can be patented or not, the know-how, models, data and data collections, are regulated in accordance with current legislation on copyright and industrial property and with the University Regulations (in particular, with the Regulations on Intellectual Property) and, where available, on the basis of what is established by the individual agreements possibly signed with other public or private subjects for the realisation of the PhD programme.

2. The PhD student undertakes to maintain confidentiality in relation to information, data, and documents of a confidential nature that he/she may become aware of in carrying out his/her activity at and/or on behalf of UNICAM, and is required to sign a specific declaration, validated by the academic supervisor, to allow the University to comply with any obligations regarding intellectual property towards third parties.

Title VII – Amendments to Regulations and Transitional Rules

Art. 24 – Amendments to Regulations and Transitional Rules

- 1. These Regulations are issued by Rector's Decree, enter into force from the date of issue of the same Decree, and apply to all PhD Programmes activated starting from the Academic Year 2025/26, Cycle 41.
- 2. The previous Regulations issued with Rector's Decree No. 383 of 4 July 2013 (for cycles up to Cycle 37), as amended, and with Rector's Decree No. 169/2022 (starting from Cycle 38) apply to PhD Programmes prior to Cycle 41).
- 3. Any amendments to these Regulations, pursuant to the provisions of the UNICAM Statute, must be approved by the Academic Senate, also on the proposal of the Board of the S.A.S., subject to the favourable opinion of the Board of Directors, in particular as regards the aspects that involve investment or changes in the use of resources.
- 4. For all matters not provided for in these Regulations, the relative legislative provisions shall apply.