UNICAM SCHOOL OF ADVANCED STUDIES

˝ Call for participation in doctoral courses (31° cycle)

˝ How to fill out the application form

Application procedure

˝ For application, candidates must fill out the online application form available at: http://web.unicam.it/laureati/dottorato/CallForApplication/

˝ In this phase, you are not requested to submit any document and to pay any examination fee

˝ Deadline: September 12, 2015

Login request / 1

˝ Go to the link
http://web.unicam.it/laureati/dottorato/CallForApplication/

type your e-mail address in the box and click the button Send request

Login request

Application procedure / 2

- ˝ On the e-mail account you have provided, you will receive username and password to be used to fill out the Application form
- ˝ Please note that it may take some time before you receive this message
- ˝ Enter your login ID and access the on-line form to fill it out

Enter the Login ID

Application form / 1

UNIVERSITÀ DI CAMERINO

| Call For Application

INSTRUCTIONS
Each question must be answered clearly and completely.

DEADLINE TO COMPLETE THE FORM: 26th August 2011

| Personal data | Education | Training or work experience | Confirm all data |

To continue, please compile all fields in this page

Personal data

SURNAME/FAMILY Name	MAIDEN Name For women only (if applicable)	First name	Middle name(s)	Sex

IMPORTANT: PLEASE ALSO COMPLETE THIS SECTION, IF YOUR NAME(S) IN YOUR PASSPORT ARE SPELT DIFFERENTLY FROM THE ABOVE.

SURNAME/FAMILY Name	MAIDEN Name For women only (if applicable)	First name	Middle name(s)

Place of birth (City and Country)	Nationality	Date of birth (Day - Month-Year)	Marital status
	ITALY		

Application form: personal data

Full name & address of present Institution (if applicable)

until: Date

Home address

*

Mailing address

*

Area of research and PhD curriculum of interest (see web site: http://www.unicam.it/unicam-poi/dottorato/phd_courses.asp)

Area of research No more than one | PhD Curricula in No more than one

Architecture, Environment, and Design | Industrial Design and Experimental Architecture | Add

Save | Print all pages
Fill in all fields and click the Save button

Institute | Tel. No.
| Telefax
Your Office | Tel. No.
| Telefax
E-mail
| Tel. No.
| Telefax
* E-mail

Application form: Personal data

˝ Write your personal data (name, surname, middle name) and the e-mail address where you want to receive any further comunication about the admission/selection process

˝ Add your Italian fiscal code (if any) and your skype contact

Application form: Area of research

˝ Choose the Area of research and the PhD Curriculum you would like to apply for

˝ You can select no more than two options, from the drop down menu

Area of Research / PhD Curriculum

˝ Areas of research and PhD Curricula, are listed on the web-site isas.unicam.it/courses

˝ The research topics list is available at isas.unicam.it

˝ Please note: to access the second page of the Application form, you have to fill out all the mandatory fields, and click on the SAVE button

Application form / 2

DEADLINE TO COMPLETE THE FORM: 26th August 2011

| Personal data | Education | Training or work experience | Confirm all data |

To continue, please compile all fields in this page

EDUCATION

Years attended (months and years (required fields)	Name and place of Institution	Field of Study	Degree or Diploma Grade		
				0	Add

Indicate below your proficiency in the English language

Reading	**Writing**	**Speaking**
⦿ Good	○ Good	○ Good
○ Average	⦿ Average	○ Average
○ Poor	○ Poor	⦿ Poor

Update

Please quote any certificate attesting knowledge of English language (TOEFL, Proficiency certificate or other)

Update

Other languages

Attendance to summer schools, conferences or workshops

Name	Place	Year	
			Add

Participation to exchange programs

Name of program	Host (Institution, City, Country)	From	To	
				Add

Application form: Education

˝ Mention here your educational Background and the foreign languages you know

˝ Please quote any Degrees you have earned and Institutions where you received the Degree and the years attended. You can duplicate the field by clicking the add button

˝ Put the score you obtained in the Field %Grade+, whereas in the field %Percentage+you have to express the grade with reference to the highest grade attainable (i.e. **75%** with 100% being the highest grade attainable)

Application form: Education

EDUCATION

Years attended (months and years are required fields)   Name and place of Institution   Field of Study   Degree or Diploma   Grade   [Add]

[ ]   [ ]   [ ]   [ ]   [0]

Indicate below your proficiency in the English language

Reading ⦿ Good   Writing ⦿ Good   Speaking ⦿ Good
         ○ Average   ○ Average   ○ Average
         ○ Poor   ○ Poor   ○ Poor

Please quote any certificate attesting knowledge of English language (TOEFL, Proficiency certificate or other)

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Proficiency
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[Update]

Other languages

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Italian
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Attendance to summer schools, conferences or workshops

Name   Place   Year

[ ]   [ ]   [ ]   [Add]

Participation to exchange programs

Name of program   Host (Institution, City, Country)   From   To

[ ]   [ ]   [ ]   [ ]   [Add]

Application form: Education

˝ Please quote and upload any certificate attesting your knowledge of English language

˝ Remember to add any information that might be useful as evidence of the skills (attendance of summer schools, conferences, workshops, participation to exchange programms etc.). All fields are duplicable by clicking the add button

Evaluation form I

EVALUATION

NAME OF APPLICANT						
EVALUATION DATE						
1. CANDIDATE'S BACKGROUND						
	Very low (1 point)	Low (2 points)	Sufficient (2,5 points)	Good (3 points)	Very good (3,5 points)	Excellent (4 points)
I. Educational background	☐	☐	☐	☐	☐	☐
II. Research training (skills, competence and publications, if any)	☐	☐	☐	☐	☐	☐
2. PROJECT DESCRIPTION						
	Very low (1 point)	Low (2 points)	Sufficient (2,5 points)	Good (3 points)	Very good (3,5 points)	Excellent (4 points)
I. The research project is well written with defined goals	☐	☐	☐	☐	☐	☐
II. The scientific background is described	☐	☐	☐	☐	☐	☐
III. Objectives and expected outcomes are consistent with a three-year PhD programme	☐	☐	☐	☐	☐	☐
IV. The project is original and the objectives provide a significant progress of knowledge in the field	☐	☐	☐	☐	☐	☐

CALCULATE AND SAVE

Your educational background will be evaluated

Application form / 3a

Personal data | Education | Training or work experience | Confirm all data

TRAINING OR WORK EXPERIENCE

Name and place | Description of your main activity | Period of duty (from to)

Add

Scholarships, awards,...

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***
```

Present employment and duties (if applicable) (255 characters max)

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***
```

Give a brief account of your research experience, its highlights, and your personal contribution (max 1 page)

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***
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Application form / 3b

List your scientific products, if any, up to a maximum of three and upload, if possible

Authors   Title   Journal

[Add]

File [   ] [Sfoglia...]

File Types Allowed : ".pdf", ".txt", ".doc", ".rtf", ".zip"

Why do you plan to attend graduate school? Explain how graduate school will contribute to your career goals

***

Application form: training and work experience

˝ Please quote in this section any previous training and work experience, and your present employment (if applicable)

˝ List any honors or scholastic distinctions which you received in college/ professional societies.

˝ List up to three scientific publications, if available; you can also upload the full-text of the document

Please note:

˝ You can also use this field to attach a file with any relevant information for the description of your research project, you could not enter in the application form (for example, Chemical structures)

Application form: training and work experience

˝ Describe also your previous research experience, and why do you plan to attend a doctoral school

˝ Also your research training (skills, competences and publications) will be evaluated

Evaluation form II

Application form / 4

Research topic

Specify up to three research topics of interest, suggesting priority
The topics for each area are listed on the website **http://www.unicam.it/laureati/dottorato/phd_courses.asp**

[   ] [Add]

Project Description

Provide an outline of the research project that you would like to pursue for your Ph.D. (about 3 pages)
Please, describe the following aspects:
I. State of the art;
II. Proposed research;
III.Expected outcomes.

[   ]

Please provide the names of three professors or research collaborators who will act as referees on your behalf.
We will then email this three people and ask them to provide a reference for you via an online form

Name   [   ]
Institution   [   ]
Position held   [   ]
Postal address [   ]
phone   [   ]
e-mail   [   ]

[Add]

Research topics

˝ Please specify up to two Research topics of interest for your Doctoral course, suggesting priority

˝ The topics for each area of doctoral studies are listed on the website isas.unicam.it.

˝ If you want to participate for an externally funded scholarship, you can add other two topics

Project description

˝ Pay particular attention to the section of the application form requiring the submission of an hypothetical research programme, since it will be considered for the evaluation of the candidates research aptitude.

˝ Provide a title of the research, and include the state of the art of the topic, the objective to be reached in the project, the expected outcomes, the methodology you would like to follow, some references.

Evaluation criteria / 1

˝ 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.
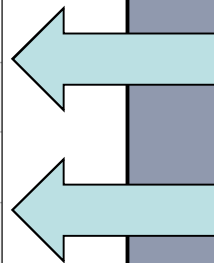
Evaluation criteria / 2

˝ 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.

How the project will be evaluated III, IV, V, VI

Application form: presenter

˝ Candidates must provide at least three references (professors/ researchers) who will act as referees on your behalf.

˝ The admission office will contact them by e-mail and request to provide a letter of recommendation using the form available on the university website.

˝ Candidates must ensure that at least one letter of reference is submitted within the deadline

˝ Failure to do so will result in the application non being considered for admission to the program.

Presenter form

˝ The presenter has to click on the link provided in the mail, and download the presenter form (by clicking on presenter form).

˝ The presenter form has to be filled out and saved on the presenter¢s PC

Download the presenter form
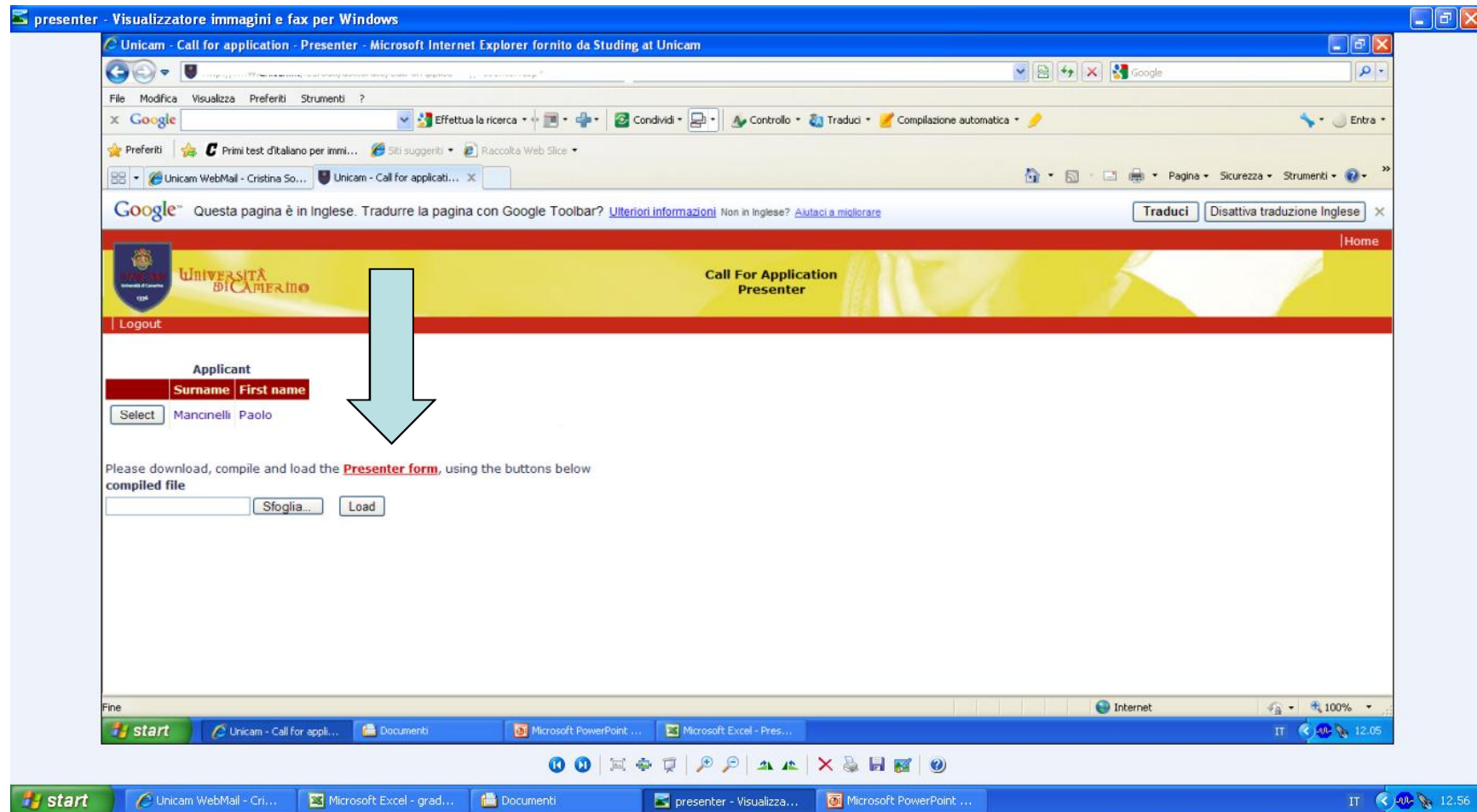
Load the presenter form / 2

˝ Then, the presenter has to search the file on the PC (by using the button sfoglia) and to load it

˝ The presenter form will be automatically annexed to the application form of the candidate

Load the presenter form / 2

3. The presenter form will be annexed to the Application form of the candidate

2. Click on load to Load the presenter form

1. Click on sfoglia to look for the file on the PC

Presenter form

˝ PLEASE NOTE: If you would like to act as presenter for more than one candidate, please select the button SELECT near the name of the applicant, before loading the presenter form

Presenter form

˝ Should you have any query, please refer to paolo.mancinelli@unicam.it for technical problems or contact postlaurea@unicam.it

˝ Do not send any reply to the email message you received

Second phase of the evaluation

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

Evaluation criteria / 1

˝ 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

Evaluation criteria / 2

˝ 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

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3.						
Assessment of the interview						
	Very Low (1 point)	Low (2 points)	Sufficient (2,5 points)	Good (3 points)	Very good (3,5 points)	Excellent (4 points)
Carry out research and produce data under supervision						
Have the ambition to develop knowledge of research methodologies and discipline						
Have demonstrated a good understanding of a field of study						
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						