



UNIVERSITÀ DEGLI STUDI DI TRIESTE

Area dei Servizi Istituzionali
Settore Servizi agli studenti e alla didattica
Ufficio Dottorati di ricerca

Disclaimer: This document is an English translation of the original Notice of competition. In case of conflict or discrepancy, the original version in Italian shall always prevail. The official version in Italian is available on: <http://www2.units.it/dott/it/?file=DottBandi.inc&cod=2019>

NOTICE OF COMPETITION

ADMISSION TO DOCTORAL PROGRAMMES – 35th cycle (AY 2019/2020)

Enacted with Rector's decree no. 251/2019 Prot. 58360 of 16 May 2019

(published on the University Official Notice Board no. 559/2019 Prot.58371)

OPENING DATE for applications: 17th May 2019 – 00:00 (Italian time)

CLOSING DATE for applications: 17th June 2019 - 01:00 p.m. (Italian time)

This Notice is available online on: <http://www2.units.it/dott/en/?file=DottBandi.inc>

Art. 1 – DOCTORAL PROGRAMMES

The *Università degli Studi di Trieste*, hereinafter University of Trieste, announces a selection for admission to the following Doctoral Programmes on offer in the academic year 2019/2020 (35th cycle):

- **Environmental Life Sciences** (attachment 1)
- **Molecular Biomedicine** (attachment 2)
- **Chemistry** (attachment 3)
- **Physics** (attachment 4)
- **Civil - Environmental Engineering and Architecture** (attachment 5)
- **Industrial and Information Engineering** (attachment 6)
- **Nanotechnology** (attachment 7)
- **Neural and Cognitive Sciences** (attachment 8)
- **Reproduction and Developmental Sciences** (attachment 9)
- **Earth Science, Fluid-dynamics and Mathematics. Interactions and methods** (attachment 10)
- **History of Societies, Institutions and Thought. From Medieval to Contemporary History** (attachment 11)

Pursuant to art. 3 of Ministerial Decree D.M. 45/2013, the Doctoral Programmes can be run after accreditation from the Italian Ministry of Education, or renewed yearly after follow-up on the requirements.

Terms and conditions for admission are detailed in the attached files which form an integral part of this Notice of Competition. In particular, for each Programme are given two attachments, namely "Overview" and "Admission", which provide a description of the admission requirements as well as information on the curricula, where applicable, the research topics, the places available, the examinations calendar and the supporting documentation to be uploaded on applying.

Additional scholarships or grants which may become available after the publication of this Notice of Competition will be announced on the mentioned "Admission" attachments.

Doctoral Programmes start on 1st November 2019 at the beginning of the academic year.

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For any issues not expressly regulated by this Notice, the general provisions in force and the Regulations on Research Doctorates of the University of Trieste shall apply (<http://www2.units.it/dott/it/?file=DottNorme.inc>).

Art. 2 – ADMISSION REQUIREMENTS

Applicants must hold one of the following qualifications:

1. an Italian second-level qualification known as “Laurea Magistrale” or “Laurea Specialistica”, or else an Italian degree awarded under the former university system (ie prior to D.M. no. 509 of 3rd November 1999, as amended by D.M. no. 270 of 22nd October 2004). Such degrees must be **achieved within 31st October 2019**;
2. a second-level degree delivered by an Italian AFAM (Higher Education in Art, Music and Dance) institution, to be **achieved within 31st October 2019**;
3. a comparable foreign academic qualification to be **achieved within 1st October 2019**. The qualification must allow access to Doctoral studies in the issuing country (see art. 3). Such requirement is applicable to any candidates - irrespective of their nationality - holding a foreign degree issued by institutions both from a EU and a non-EU country.

Some Doctoral Programmes may require specific university qualifications. Please see the relevant “Admission” attachment for information.

Candidates holding a Doctoral degree cannot be admitted to the same PhD Programme.

Art. 3 – INTERNATIONAL DEGREES

Any second-cycle Higher Education qualifications obtained from a foreign institution and considered as equivalent to the required Italian degrees give access to the Doctorate (see art. 2).

International degrees are assessed by the Examination Panel for the sole purpose of admission to the PhD Programme, based on the level of the qualification, the length and/or the field of study of the degree programme, in compliance with the relevant laws in force in Italy and in the awarding country, as well as with international treaties or agreements on the recognition of foreign qualifications.

The above-mentioned conditions apply to nationals of any country holding an international qualification.

Applicants must have gained their international qualification **by the 1st October 2019**.

The application process is online only (see art. 5.1). Applicants need to upload a certificate of the required academic qualifications along with the relevant Transcripts of Records, as detailed in the “Admission” attachment. Candidates are strongly encouraged to provide any other document that might be useful for consideration of their application (e.g. Diploma Supplement, “dichiarazione di valore” issued by the Italian Embassy or Consulate in the awarding country, syllabi, etc.)

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Candidates obtaining the required degree after the closing date for applications, ie after 17th June 2019, will be admitted conditionally, provided they upload all other mandatory items. Such candidates must submit the degree certificate to the Doctoral Office **within 10 days of the graduation date**.

If the certificates are delivered in a language other than English, a translation in English or Italian must be uploaded. At this stage, the translation may be provided by the candidates themselves, who take full responsibility for the accuracy and truthfulness of the version.

Upon enrolment, successful candidates shall submit the full supporting documentation, including the official translations, duly **legalized** by the relevant authority in the issuing country.

Candidates who are granted a PhD scholarship from abroad or a fellowship funded by international mobility programs (eg MSCA) need to submit proof of the scholarship award and amount. In case of suspension or loss of the scholarship, the University has no obligation to finance the remainder of the scholarship.

Art. 4 – SCHOLARSHIPS FUNDED BY THE EUROPEAN SOCIAL FUND



**Il Fondo Sociale Europeo
in Friuli Venezia Giulia**

Programma Operativo Regionale 2014-2020



Unione europea
Fondo sociale europeo



REGIONE AUTONOMA
FRIULI VENEZIA GIULIA

UN INVESTIMENTO PER IL TUO FUTURO



4.1 – General information

The Region Friuli Venezia Giulia makes available resources of the European Social Fund (ESF), Operational Programme 2014/2020, Axis 3 Education and Training (see notice attached to the Decree no. 3670/LAVFORU of 8th April 2019 and decree no. 4899/LAVFORU of 7th May 2019), to enhance competence, participation and performance in Higher Education or equivalent, by fostering university education, including post-graduate training.

By this initiative, the Region will grant PhD scholarships with the purpose of developing and strengthening the connections with the regional production system and research institutions through co-operation actions with companies or research institutions in the region, or through technology transfer of processes, products, applications or research results.

Such scholarships are hereby offered and their allocation is only possible after prior approval of the project draft submitted by the University of Trieste to the Region FVG.

4.2 – Requirements

Candidates applying for ESF-funded scholarships must meet all the requirements as per art. 2 and must be resident or domiciled in the Region Friuli Venezia Giulia from the start of the Doctoral Programme/project and for the entire length of their PhD, failing which they will lose their eligibility.

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4.3 – Responsibilities

In addition to the responsibilities as set out in art. 13.2, ESF scholarship recipients must submit a signed final report on their research and relevant results, countersigned by their supervisor. The PhD students will submit their three-year report at the end of the mandatory 36 months of attendance or, in case of suspension during this timeframe, they will report on the activity performed at the latest until 28th February 2023. Further instructions will be given at a later stage.

4.4 – Early project termination

Termination of the project before completion is only possible - with no obligation to return the scholarship instalments received – when one of the conditions as set out in art. 4.5 applies.

4.5 – Suspension

Suspension of the project and scholarship can be granted only in the event of:

- a) mandatory maternity leave;
- b) parental leave for up to three months during the first year of the child's life;
- c) serious illness;
- d) other serious issues beyond the control of the PhD student preventing regular performance of the doctoral activity. In this event, the suspension needs to be approved by the Doctoral Board and by the Officer in charge at the Region FVG.

In such circumstances, scholarship holders need to submit a substantiated application. The project shall be resumed at the end of the leave of absence and the report as mentioned in article 4.3 must refer to the activity performed until 28th February 2023 at the latest.

4.6 – Allocation of scholarships

Scholarships are awarded by the Doctoral Board according to the criteria set out in art. 8.2, taking into account that the selected candidates must help develop and strengthen the connections with the regional production system or research institutions through co-operation actions with companies or research institutions in the region, or through technology transfer of processes, products, applications or research results.

Recipients of ESF scholarships may conduct their research abroad for up to 6 months during the three years of the Programme. For this purpose, the scholarship amount may be increased as provided by art. 8.

Art. 5 –APPLICATIONS

5.1 – Application procedure

Candidates must complete and submit the application by **1:00 pm** (Italian time) of **17th June 2019**.

The application must be submitted via the University online system: <http://www2.units.it/immatricolazioni/dottorati/>. Applications sent by any other means will not be processed. On the above link, a step-by-step tutorial is available for guidance. Applicants can apply from any computer with access to internet using the

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most popular web browsers. As this selection is made on a competitive basis, the closing date for application is mandatory and the online system will not allow late applications. The date and time of application are certified by the online system.

For each application a registration fee (€ 30.00) must be paid by **17th June 2019** (closing date for applying). Applicants failing to pay within the first day of the Examination Panel's assessment of qualifications shall be excluded from the competition (see the exact date on the "Admission" attachment concerning your PhD Programme). The fee is non-refundable, except where more than one payment has been mistakenly made for the same application.

Foreign candidates residing in countries subject to banking restrictions can pay the exam registration fee after the deadline, provided they do so before the oral examination takes place or - if the exam is conducted by video conference - before enrolment.

Candidates from Developing Countries are exempt from payment of the exam fee. The list of developing countries is available on: <http://www2.units.it/dott/files/PVS%20DevCountries.pdf>.

Candidates are strongly encouraged to complete their application and pay the admission fee well in advance of the deadline, in order to avoid any possible crashing of the IT system and subsequent failure of the application process - due to the high number of last-minute applicants. It is the candidate's responsibility to ensure that the application is submitted correctly. For this purpose, a receipt confirming submission of the application and containing all details (items uploaded and payment) can be printed out. Requests for password recovery cannot be processed if received on very short notice, close to the deadline.

Applications shall be deemed valid upon signature by the candidate on the day of the examination, if applicable, or upon enrolment.

By submitting the online application, the applicant accepts the provisions of this Notice of Competition and the applicable University Regulations on Research Doctorates.

5.2 – Applicants with disabilities and learning impairments (LSD)

Candidates with a recognised disability (pursuant to Law no. 104/1992 as amended by Law no. 17/99), or with a disability of at least 66% may request special aids and up to 50% extra time for completing a written test, where applicable.

Requests must be submitted in writing along with a copy of the certificate from the Public Medical Board (the Italian *Commissione Sanitaria*), as provided by Law 104/1992, or official acknowledgement of disability, to the Disability Service (*Servizio Disabilità*). Before visiting the Service, candidates are advised to book an appointment by email or telephone at least 15 working days prior to the date of the examination:

Servizio Disabilità: disabili@units.it - tel. +39 040 558 2570/7663 - fax + 39 040 558 3288 - website: <http://www.units.it/disabili> - location: Piazzale Europa 1, 34127 Trieste, Building A (right wing), basement floor.

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Candidates with specific learning disorders (LSD) may request up to 30% extra time, where applicable, and in the event of serious issues, they may request special aids aimed at ensuring equal opportunities, provided they have the suitable certification (not older than 3 years) as provided by Law no.170/2010.

Requests must be submitted in writing to the Learning Impairment Service (*Servizio DSA*). Before visiting the Service, candidates are advised to book an appointment at least 15 working days prior to the date of the examination:

dislessia@units.it - tel. +39 040 558 7792 - fax +39 040 558 3288 - website: <http://www.units.it/disabili> - location: Piazzale Europa 1, 34127 Trieste, Building A (right wing), basement floor.

Art. 6 – ADMISSION EXAMINATION

6.1 – Terms and conditions

Terms and conditions of admission, as well as the planned schedule, are advertised on the “Admission” information sheets of each Doctoral Programme (see Attachments), which form an integral part of this Notice of Competition. The Doctoral Office has no obligation to notify applicants of any updates or changes to the examination dates. It is therefore recommended that the candidates consult the said attachments regularly.

During the oral examination, knowledge of one or more languages will be tested. Candidates may be required – if indicated on the Admission attachment - to have a minimum language level.

When sitting the examination, candidates must show proof of identity (ID card, passport or equivalent issued by the government).

6.2 – Videoconference interview

If mentioned in the relevant “Admission” attachment, interviews for admission to Doctoral Programmes may be held by videoconferencing or other suitable electronic means. Candidates who are unable to attend the examination in person and wish to be interviewed online shall upload the “Videoconference interview” form, available on <http://www2.units.it/dott/en/?file=DottBandi.inc&cod=1010>. Applicants need to indicate on the form the platform (Skype or similar) and the account that the Examination Panel shall use for the connection.

Candidates must be reachable at the personal account they have indicated on the form and on the day scheduled for the interview (see calendar on the relevant Admission attachment). The Examination Panel may agree with the candidate the time for the interview.

Before the interview starts, for identification purposes the candidates must present the same identity document they uploaded at the time of application.

Failure to connect online due to incorrect account or wrong date and time or technical issues, or else failure to show a valid ID document, shall result in the candidate’s exclusion.

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Applicants for video-conferencing can nevertheless attend the interview in person at the scheduled time, provided they bring a valid ID document.

The University of Trieste is not to be held responsible or liable for technical failures that may impede the interview.

Should a candidate – who had not requested a videoconference interview at the time of the application - be unable to attend the interview in person, due to exceptional and justified circumstances, he/she can send the videoconference form to the email addresses indicated in the “Admission” attachment up to four working days before the date of the interview.

The Examination Panel will inform the candidates whether their request is accepted, no later than two days before the date of the interview. If no reply is received, the request shall be deemed rejected and the candidate will need to attend the interview in person. Failure to do so shall result in the candidate’s exclusion. Any requests sent to email addresses other than those indicated in the Admission attachments will not be considered.

6.3 – Examination Panels

Examination Panels are appointed by the Rector to carry out a comparative evaluation of the candidates, in compliance with art. 17 of the Regulations on Research Doctorates.

The composition of the Panel will be posted on the Doctorates website, next to the attachments of the relevant PhD Programme.

6.4 – Merit lists

On completion of the evaluation process, each Examination Panel will draw up the merit list, which will be approved by Rector’s Decree. Assessment of the candidates may differ depending on the place/scholarship offered, based on particular competencies needed for carrying out research in subject-specific projects.

The candidates’ preferences about the type of PhD places as well as the project submitted upon application are not binding for the examiners nor for the Doctoral Board when allocating the places.

Successful candidates will be offered the places by rank order. Should two or more candidates obtain the same score on a non-funded place, the younger candidate shall prevail.

The names of the candidates, the results of the initial and/or intermediate assessments and the final merit lists will be posted on the PhD website in the relevant information sheets. Merit lists will be also published on the University Official Notice Board (*Albo Ufficiale*), and will be available until 31st December 2018, or else for 60 days.

Candidates will be notified of the publication on their personal email account. Publication on the University Notice Board will be considered as official notification.

The successful candidates can be enrolled conditionally, should the accreditation process not be completed.

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Art. 7 – ENROLMENT APPLICATION

7.1 - Procedure

Successful candidates must submit the enrolment application and pay the first instalment of fees by the deadline and according to the terms and conditions posted at the bottom of the merit lists. **The online publication is considered as official notification.**

Enrolment on each Doctoral Programme is subject to the limit of places available.

Candidates failing to submit their enrolment applications by the deadline or submitting incomplete applications shall be considered to have withdrawn and the vacant places shall be made available to the next eligible candidates on the list.

After applying for enrolment, PhD candidates shall consult with the Programme Coordinator for guidance.

As a rule, attendance and research activity of the PhD programme start on 1st November 2019.

Candidates applying for enrolment who have not yet obtained the required academic degree are given the “pre-enrolled” student status until achievement of the qualification. Candidates graduating from the University of Trieste will have to inform the Doctoral Office staff of their graduation (email to dottorati@amm.units.it) who will verify the information provided. Candidates graduating from other Italian universities will need to submit a self-declaration in lieu of certificate **within 10 days of their graduation.**

If the Doctoral Programme offers funded places only, successful candidates cannot accept the place and waive the scholarship or grant they qualified for.

Before the start of their activity, any PhD student shall inform the University Prevention and Protection Service of the type of activity they will perform by filling out the dedicated form. For further information: http://www2.units.it/prevenzione/procedure/nuovi_arrivati.php.

7.2 – International candidates

In order to complete their enrolment, successful candidates holding a foreign qualification must submit the original supporting documentation which was uploaded online at the time of application for admission (see art. 3), bearing the legalization or Apostille stamp.

They shall also submit an official translation of their certificates in English or Italian (if the certificate is delivered in a different language), ie legalized or sworn before a Court in Italy.

7.3 – Candidates residing abroad

In order to complete their enrolment, successful candidates from abroad must provide a copy of their Italian tax code and an address in Italy.

7.4 – Candidates from non-EU countries

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**Area dei Servizi Istituzionali
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In order to complete their enrolment, successful candidates from non-EU countries need to submit their permit of stay or – if still to be delivered – the receipt of their application for the permit.

Successful non-EU candidates who are awarded a research grant shall submit a permit of stay for the purpose of “scientific research”. For further information about research grants, see art. 9.

7.5 – Reserved places

With regard to reserved places, selection procedures and times might be different, and a separate merit list shall be made. Enrolment is allowed after approval from the Doctoral Board, provided that the candidate meets the qualifications as required by article 2.

Some PhD programmes may offer places which are reserved for graduates from foreign universities, with or without scholarship (code R/B and R/F, respectively), or for candidates who are granted a scholarship by a foreign country (code R/C), or else for candidates joining programmes of international mobility (code R/D). Candidates selected in the framework of international research agreements or programmes where the University of Trieste is involved as coordinating or partner institution can also enrol, providing that there are places reserved for such category and that the research programme covers the entire duration of the PhD (code R/D).

There might be also places reserved for highly-qualified staff employed in companies (“industrial PhD”) or in public institutions or research centres (code R/E). Such candidates shall be allocated the reserved place while remaining on salary from the employer. For this purpose, the institution involved must sign an agreement with the University of Trieste.

7.6 - Vacant places

Any places that may become vacant is advertised and allocated to other eligible candidates by rank order on the merit list as follows:

- a) after the enrolment deadline, any places/scholarships that may remain available will be posted on the PhD site on the relevant “Merit list - Possible new registrants” file;
 - b) all eligible candidates who are interested in the vacant places – regardless of their ranking in the merit list - are required to submit the dedicated form within the deadline indicated below the relevant merit list (<http://www2.units.it/dott/files/CoverVacantPlaces.pdf>);
 - c) the list of candidates who have applied for the vacant places will be posted on the relevant “Possible new registrants” file. The places will be allocated following the rank order. For details on funded places, see art. 8;
 - d) candidates entitled to vacant places shall apply for enrolment within the deadline and according to the terms indicated at the bottom of the merit list, otherwise they shall be excluded. The Doctoral office will notify the candidates of the places available and will further allocate the vacant places within the limit of their number.
- Failure to receive such notice shall not involve the University in any liability.

Please note that:

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- vacant places must be allocated as soon as possible to avoid delays in the Programme scheduling;
- any scholarships that shall remain vacant will be offered first to candidates who have enrolled on a non-funded place;
- successful candidates on a non-funded place can decline the offer of such a place and apply for vacant (funded) places, provided that they are eligible for a funded place.

Art. 8 – SCHOLARSHIPS

8.1 – General provisions

Scholarships are available for all applicants, save if otherwise stated in the “Admission” attachments of the Doctoral Programme (eg ESF scholarships).

Scholarships are granted annually and are renewed every year for the entire duration of the Programme, as long as the PhD student has successfully completed the planned activities, as assessed by the Doctoral Board.

The PhD scholarship is paid in monthly installments for a total annual amount of € 15,343.28, gross of national insurance contributions to be paid by the student. The said amount may be increased by a maximum of 50% if the PhD candidate conducts his research abroad for a length of time not exceeding the maximum number of months allowed (over three years), as indicated in the relevant “Overview” attachment. Different conditions may apply to scholarships funded by third-party institutions. In any event, the scholarship increase can be granted only for uninterrupted stays abroad of at least sixty days.

If a candidate has ever been awarded a doctoral scholarship, even partially, he/she is no longer eligible to receive a PhD scholarship.

Scholarships cannot be granted along with fellowships or other grants, except for scholarships awarded by Italian or foreign institutions for the purpose of supporting the PhD activity with stays abroad.

As far as incompatibility with work activity is concerned, see art. 24 of the University Regulations on Research Doctorates.

PhD students may waive or suspend their scholarship at any time, if they benefit from an alternative funding source, while keeping their place in the Programme.

Should any PhD student decide to no longer work on the assigned project with their research group and Supervisor, the PhD Board may revoke the scholarship and assign a new research project or else dismiss the PhD student.

The award of a scholarship confers no legal or financial rights for the purpose of career advancement.

For information on unemployment benefits following completion of the Doctoral Programme, PhD candidates (scholarship recipients only) are advised to contact the local INPS office (ie the Italian authority for State pensions).

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8.2 – Scholarship award

Scholarships are awarded by the Doctoral Board to successful candidates according to their rank order, also by taking into account the assessment of the candidate's competence in the specific research subject, when required by the funded place. The overall aim is to allocate as many scholarships as possible in the best interest of the candidates.

Should two or more candidates obtain the same score on a funded place (except for subject-specific places), the income value of the candidate's family, known as Equivalent Economic Indicator (ISEE), shall be taken into account for the scholarship or grant allocation, and the lowest one shall prevail.

Successful candidates need to confirm acceptance of the scholarship using the appropriate form.

Any scholarships that may be offered after the publication of this Notice of Competition or after the selection process shall be allocated to the successful candidates, following the criteria as given above.

Vacant scholarships cannot be offered to candidates whose competence on the research subject has been assessed as unsatisfactory by the Examination Panel.

Scholarships will be paid monthly from the start of attendance of the PhD activity, normally on the 25th day of the following month. Should attendance start after the first day of the month, the first monthly payment of the scholarship is ensured in full.

Students starting to attend the activities after November will have to retrieve attendance by the end of the Programme, and the respective scholarship will be paid during attendance recovery.

Art. 9 – RESEARCH GRANTS

Research grants may be offered if advertised in the "Admission" attachments, and are awarded to successful applicants by way of term contracts regulating the research activity.

Research grants are regulated by the provisions of art. 22 of the Law no. 240 of 30th December 2010 and by the University Regulations issued by Rector's decree no. 653 of 24th May 2013.

For non-EU grant holders living outside Italy, the University will sign a "Hosting Agreement" with the candidate and send it to the competent Italian Consulate that will issue an entry visa for the purpose of "scientific research". Grant holders shall sign the contract only after completion of the process for obtaining their permit of stay.

Art. 10 – EXCLUSION FROM THE MERIT LIST

All candidates are admitted to this competition, subject to verification that all requirements have been met (art. 43 of D.P.R. 28th December 2000, no. 445). Therefore, the University may exclude a candidate from the competition at any time. The University shall also verify the truthfulness of the candidate's statements as well as

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Settore Servizi agli studenti e alla didattica
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the authenticity of the documents submitted. Any false statements or documents shall be punished as violation of the Criminal Code and of the laws regulating the matter.

Under no circumstances, can candidates be admitted if one of the following occurs:

- lack of mandatory documentation, as displayed in the “Admission” attachments;
- non-compliance with the provisions of art. 6.2 on videoconferencing;
- failure to pay the admission fee by the given deadline, ie within the first day of assessment of qualifications;
- any other non-compliance with the provisions as given in this Notice of Competition as well as with the rules in force on Doctoral Programmes.

Art. 11 – JOINT ATTENDANCE OF DOCTORAL PROGRAMMES AND POSTGRADUATE MEDICAL TRAINING

Joint attendance of a Doctoral Programme and a postgraduate Medical Training Programme (residency) is allowed if the following general criteria are met:

- a) the medical trainee is admitted to a Doctoral Programme at the same University where they follow their medical training;
- b) the trainee is a final-year student of a Medical Training Programme and is attending his first year of the Doctoral Programme. The joint attendance must be compatible with the activity and work load of the Medical School, and must be approved by the Board of the School;
- c) the Doctoral Board approves the student admission to the second year after assessment of the research carried out at the Medical Training Programme during joint attendance, as attested by the Board of the Medical School;
- d) during the joint attendance year, the trainee cannot obtain a doctoral scholarship.

Art. 12 –FEES

Enrolled students shall pay tuition fees and the regional fee rate – if applicable - as set out in the “Fees Policy” (under the section “Corsi di dottorato”), available on <http://www2.units.it/dott/en/?file=DottTasse.inc>.

In the event that the PhD students waive their scholarship in the course of the academic year, they will be exempt from paying the fees as from the following year; should they waive it upon enrolment in their second or third year, they will be exempt from the payment as from that year.

Art. 13 – RIGHTS, RESPONSIBILITIES AND COMPATIBILITY

Doctoral students are committed to ensuring performance of their PhD activity on an exclusive full-time basis, with the exceptions set out in art.11.

13.1 - Rights

Doctoral students can carry out their research and training activity in Italy and abroad, subject to prior authorization of their supervisor and of the Doctoral Board. During their study away from the University, students shall interact with their supervisor and take assessment tests where required by the Doctoral Board.

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UNIVERSITÀ DEGLI STUDI DI TRIESTE

Area dei Servizi Istituzionali
Settore Servizi agli studenti e alla didattica
Ufficio Dottorati di ricerca

As part of their PhD Programme, students - if authorized by the Doctoral Board and with no increase in the scholarship amount - may tutor university students enrolled in first and second-level degree programmes, or carry out teaching assistance activity (“didattica integrativa”) for up to forty hours in an academic year. Once the Doctoral Programme is completed and suspension periods - if any - are retrieved, the limit of forty hours no longer applies.

As from the second year, a budget is allocated to each PhD student – except for recipients of fellowships funded by international/EU mobility programs - to cover their research activities in Italy and abroad, which may vary according to the Programme but can under no circumstances be lower than 10% of the amount of the scholarship, as determined by ministerial decree. This budget shall be managed by the Department where the PhD student is attending his/her Programme. Any expense shall be authorised by either the supervisor, if they are a member of the Doctoral Board, or by the co-supervisor.

Should any disputes arise with the Supervisor, the student can turn to the Doctoral Board for settling the matter. The Board may replace the supervisor by reasoned decision, after hearing the parties.

PhD students have access to all facilities, equipment and IT resources of the University which are needed to carry out their research programme.

PhD students are covered by mandatory national insurance against accidents at work, issued by I.N.A.I.L. (Italian Insurance Against Injuries and Accidents at Work) in compliance with art. 4 of decree D.P.R. no. 1124 of 30th June 1965. They are also provided with third-party liability insurance, which the University has contracted with a major insurance company. Please note that insurances only cover accidents that occur whilst carrying out the PhD activity.

Doctoral students from the Medical area can take part, on request, in clinical activities, provided they are licensed medical practitioners and are covered against professional risks.

To civil servants attending the Doctoral Programmes apply the provisions pursuant to art. 12 par. 4 of DM 45/2013.

The University of Trieste is committed to ensuring equal opportunities to all individuals.

13.2 - Responsibilities

PhD students have to comply with the following duties:

- a)** attend the lectures included in the PhD programme;
- b)** carry out the research activity as determined by the Doctoral Board;
- c)** take any assessment tests, as required;
- d)** comply with the University Ethical Code;
- e)** submit, either yearly or whenever requested, a report on the progress of their research to the Doctoral Board;

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Settore Servizi agli studenti e alla didattica
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- f) submit to the Supervisor a report on the research and training activity performed abroad;
- g) deposit their publications in the University archive (ArTS) every academic year.

Students who fail to comply with their duties shall be excluded from the Programme by reasoned decision of the Doctoral Board. Any exclusion will result in the interruption of the scholarship, or the equivalent financial grant, as from the date of exclusion. The students will be notified of the decision by Rector's decree. Doctoral students who have been excluded cannot enrol again on the same Programme.

All communications by email will be given to the university's account, which is made available to PhD students after enrolment and which they are required to use for all correspondence. The only information that will be sent to the students' private account concerns their IT credentials for access to the U-Gov and U-Web systems through which they will be able to deliver their publications and to verify scholarship payments.

Through the ESSE3 Student Management System, enrolled students can access their academic records.

13.3 – Incompatibility

Enrolment on a Doctoral Programme is incompatible with enrolment on other PhD Programmes (with the exception of joint supervisions of theses), or on any degree programmes and Training Schools, both at Universities and Research institutes, in Italy or abroad, with the exceptions given in art. 11.

Should a PhD candidate be enrolled in another study programme or non-medical training school, they can apply for a leave for the purpose of enrolment in the Doctoral Programme before the start and for the entire duration of the PhD Programme, in accordance with the Regulations of the other Programme.

Students are no longer enrolled on a University Programme only if they have notified in writing their withdrawal from the University where the Programme is held, or if they have achieved the qualification after completion of the Programme.

As regards compatibility of PhD attendance with other activities performed outside the doctoral training project, please refer to the University Regulations on Research Doctorates.

Art. 14 – CONFERMENT OF DOCTORAL DEGREE

At the end of the doctoral training, students shall take an examination in which they need to demonstrate the attainment of results of scientific relevance by submitting a written thesis or a graphic project.

In order to be admitted to the final examination, candidates shall submit their doctoral thesis in electronic format by the set deadline.

Doctoral theses are made public in Open Access, in compliance with the provisions of the Institutional Open Access Policy available on <http://hdl.handle.net/10077/8791>.

Terms and conditions for admission to the final examination and for the submission of theses are announced every year.

Legge 241/1990 - Responsabile del procedimento: Nives Cossutta



UNIVERSITÀ DEGLI STUDI DI TRIESTE

Area dei Servizi Istituzionali
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Art. 15 — DATA PROCESSING - ACCESS TO DOCUMENTS - OFFICER IN CHARGE OF THE ADMINISTRATIVE PROCEDURE

All personal data collected for the purpose of this competition shall be processed and stored, including by automated means, in compliance with art. 13 of the General Data Protection Regulation (EU) 2016/679.

The provision of personal data is compulsory, as they are required in order to manage the recruitment process. Failure to provide them will result in the applicant exclusion from this competition.

The Data Controller is the University of Trieste having its legal address in Piazzale Europa, 1 – 34127 Trieste.

The data used for the mentioned purposes will be disclosed to or accessed by staff and their co-workers, as instructed by the Controller.

The University may also disclose the controlled personal data to other public administrations, should this be required for the execution of their public functions, as well as to other public bodies, where disclosure is mandatory pursuant to EU provisions or laws and other legal acts.

The collected data are filed and managed by means of University's servers and/or - should this be required for the administrative management - external servers of service providers, who – for the sole purpose of the required service – may access personal data if duly designated as Processors pursuant to art. 28 of the GDPR Regulation.

Participation in the competition implies tacit consent to the online publication of the applicants' names and results.

By virtue of artt. 15-21 of the said Regulation, applicants have a number of rights, namely the right to access their personal data, to request to have them rectified, completed or erased or to have the processing of their data restricted, by sending their request via email to the Controller or the Data Protection Officer: ateneo@pec.units.it or dpo@units.it.

Where applicable, candidates have the right of access to the documentation related to this competition, under existing law (L. 241/90 and D.P.R. 184/2006).

The Head of the Doctoral Office is the Officer in charge of the administrative procedure, pursuant to Law 241/1990.

Any publications submitted by the candidates at the time of application shall be used only for the assessment of candidates and the formation of merit lists. Foreign qualifications may be submitted to third parties for the purpose of assessment or verification.

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Doctoral Office	
Location and opening hours	Contacts
<p>Address: Main University building (Building "A") right-hand wing – room 234 Piazzale Europa, 1 - 34127-TRIESTE</p> <p>Opening hours: Monday: 3:00 to 4:00 pm Tuesday, Wednesday, Thursday: 9:00 to 11:00 am</p> <p>Telephone assistance: Monday to Thursday: 12:00 am to 1:00 pm.</p>	<p>web: http://www2.units.it/dott/en/</p> <p>telephone:+39 040.558.3182</p> <p>email:dottorati@amm.units.it</p>

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