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Oggetto

Call notice for selection procedure for admission to doctoral course in "Catalisi"- XXXIX cycle
a.y. 2023/2024- n. 1 position with scholarship

Rector's Decree

The Rector

Pursuant to Article 4 of Law No. 210 of 3 July 1998;

Pursuant to Law No 240 of 31 December 2010;

Pursuant to General Regulations of the University, issued by R.D. No. 470 of 29 March 2013;

Pursuant to Ministerial Decree no. 226 of 14.12.2021 "Regulation laying down the modalities for the accreditation of doctoral seats and courses and criteria for the establishment of doctoral courses by accredited bodies", published in the Official Gazette on 29.12.2021 and entered into force on 13.01.2022;

Pursuant to the Regulation of Doctoral Courses at the University of Perugia, issued by R.D. no. 620 of 11.03.2022

Pursuant to Regulation on student contributions issued by R.D. no. 653 of 28.03.2023, and in particular Annex no. 8, which establishes the contributions for general expenses for admission to selective procedures for access to courses;

Pursuant to Ministerial Decree no. 301 of 22.03.2022 by which the guidelines for the accreditation of doctoral courses were issued in implementation of Ministerial Decree no. 226 of 14.12.2021;

Pursuant to prot. note no. 3992 of 2.03.2023, in which the MUR provides operational indications on the accreditation procedures for doctoral programmes A.Y. 2023/2024 and set 5 June 2023 as the deadline for entering documented proposals in the doctoral database;

Pursuant to the director's prot. note no. 111980 of 28.03.2023 with which, among other things, the terms for the submission of proposals for the activation of the XXXIX cycle PhD courses - A.Y. 2023/2024 were opened;

Pursuant to the resolutions of the Academic Senate and the Board of Directors dated 30 and 31 May 2023 respectively regarding the activation, following the completion of the accreditation procedures, of the XXXIX cycle - A.Y. research doctorate courses. 2023/2024;

Considering it appropriate, in accordance with the provisions of Annex 8 of the Student Contribution Regulations, to set a contribution for participation in the selective procedure under the heading "General expenses for admission to selective procedures for access to courses" in the amount of Euro 20.00 in order to encourage the participation of candidates from non-European countries in the selective procedure;

Ripartizione Didattica

Dirigente

Antonella Bianconi

Responsabile Area

Matteo Tassi

Responsabile Ufficio

Catia Dorilli

Responsabile del Procedimento

Catia Dorilli

Decrees

Art. 1 Call

A public selection is called for admission to the PhD course in Catalisi - cycle XXXIX, a.y. 2023/2024 – for n. 1 position with scholarship with administrative headquarters at the University of Perugia, as per **Annex 1**, which is an integral part of this Announcement.

Access to the courses takes place in accordance with the procedures established pursuant to Articles 14, 15, 16, 17 of the University Regulations for Doctoral Courses, issued by R.D. no. 620 of 11.03.022 and specified for each Course in Annex 1 above.

Art.2 Admission requirements

Those eligible to apply to take part in the selection referred to in the preceding article, without any nationality restrictions, are those who

- **On the date of 11 December 2023, the deadline for submitting the candidature have obtained** the qualification required for admission, i.e. a **master's degree ('laurea magistrale')** - pursuant to Ministerial Decree 270/2004, a **specialist degree ('laurea specialistica')** - pursuant to Ministerial Decree 509/1999, or a **degree awarded in** accordance with the regulations prior to the entry into force of Ministerial Decree 509/1999, at Italian universities, in accordance with the specifications for each doctoral programme in Annex 1 of this call for applications. 509/1999, at Italian universities, **in accordance with the specifications for each doctoral course in Attachment 1 to this call for applications concerning the degrees required for admission**, or are in possession of an **academic qualification obtained abroad** corresponding to those required for the course of interest in **Annex 1**, submitted at the same time as the application for admission and accompanied by the relevant documentation, recognised as equivalent, with a reasoned and detailed decision, by the Selection Committee at the request of the interested party; the equivalence of the foreign qualification, which is valid only for the purposes of admission to the tests, is recognised in compliance with the regulations in force on the subject in Italy and in the country where the qualification was awarded and with international treaties or agreements on the recognition of qualifications for the pursuit of studies; with reference to the documentation that candidates with

academic qualifications obtained abroad must produce, please refer to art. 3.

Art.3

Application for admission

Interested parties must submit their applications, **no later than 11 of December 2023 (h 13:00, Italian time) under penalty of exclusion**, following the instructions contained in **Annex 2**, taking care in advance to complete the application form - **Annex A to this notice** - in all its parts, and, in the case of a qualification required for admission obtained abroad for which equivalence must be requested, the form for submitting the request for equivalence - **Annex A1** of this call notice. For the purposes of submitting the qualifications to be evaluated, **Annex B** of this call notice may be printed and completed; for the purposes of submitting the curriculum vitae, **Annex C** of this call notice may be used.

The application for admission, accompanied by all the documents outlined below, must be submitted exclusively by the ways described in Annex 2.

All candidates who have submitted their applications in accordance with the instructions contained in **Annex 2** are admitted to the selection process subject to verification of the requirements set out in the notice. The Administration may therefore exclude candidates from the selection procedure at any time. The Administration will also verify, ex officio, the truthfulness of the substitutive declarations of certification submitted by candidates.

The payment of €20.00 as "participation fee", required under **penalty of exclusion** from the procedure, must be made using the method indicated in **Annex 2**.

Under no circumstances will the above-mentioned contribution be refunded.

In the application for admission - Annex A - the applicant for admission to the PhD programme must declare under his/her own responsibility, pursuant to Articles 46 and 47 of Presidential Decree 445/2000:

1. personal details, date and place of birth, residence and elected domicile for the purposes of the selective procedure (specifying postal code), as well as telephone number and e-mail or PEC address, with an

express undertaking to send prompt notification of any changes. As regards foreign EU and non-EU citizens, they are requested to indicate an Italian address or their Embassy in Italy, chosen as their domicile;

2. citizenship;
3. to possess adequate knowledge of the Italian language (only for EU or non-EU foreign citizens, in the event that they are not allowed to take the tests in a language other than Italian pursuant to the provisions of Annex 1);
4. to possess a master's degree awarded pursuant to Ministerial Decree No. 270/2004, a specialist degree awarded pursuant to Ministerial Decree No. 509/1999, or a degree awarded in accordance with the regulations prior to the entry into force of Ministerial Decree No. 509/1999, which is required as an admission requirement pursuant to Article 2 of the present Call for applications and specified for each doctoral course in Annex 1, as well as the date the degree was awarded, the university that awarded it and the relative grade, or an indication of the degree for which equivalence is sought, if obtained from a foreign university;
5. the foreign language, the knowledge of which will be the subject of the language test during the interview (only for those who request to be interviewed in Italian, pursuant to the provisions of Annex 1);
6. the language, other than Italian, in which the candidate wishes to be interviewed, in accordance with the provisions of Annex 1);
7. To be or not to be recognised as having a disability or a Specific Learning Disorder (please note that candidates recognised as having a disability pursuant to Law no. 104/1992 and subsequent amendments and additions, who in relation to their disability require specific support during the test, and candidates with Specific Learning Disorders pursuant to Law no. 170/2010, **under penalty of forfeiture of the benefits requested**, must declare in their application form the type of disability/disorder and the support needed to undertake the test, attaching the original or a certified copy of the appropriate form, and the aid required to take the test attaching, in the original or certified copy, appropriate documentation attesting to the recognition of their disability by the competent authorities. Candidates with certified Specific Learning Disorders are granted an additional time equal to thirty per cent more than that defined for the admission tests for other candidates);
8. in the event that the Administration receives a reasoned request for access to the documents relating to the procedure and the candidate has the status of a counterinterested party, to allow a copy of the communication notifying the request for access to be sent electronically

to the email address indicated in the application, pursuant to Article 3 of Presidential Decree 184/2006, and the possibility of submitting a reasoned objection to said request, also electronically, within ten days of receipt of the communication

9. to accept all the provisions contained in this notice.

The application - Annex A - must be signed with a handwritten or digital signature, under penalty of exclusion.

Applicants must enclose with each application (in accordance with Annex 2):

- 1) Annex B, signed with a handwritten or digital signature under penalty of non-evaluation**
- 2) Annex C, signed with a handwritten or digital signature under penalty of non-evaluation**
- 3) photocopy of an identity document (required under Articles 46 and 47 of Presidential Decree 445/2000), under penalty of exclusion**
- 4) assessable qualifications, self-certified in Annex B, in relation to the doctoral course to which the candidate is applying for admission - see Annex 1 (e.g.: **dissertation, publications, marks obtained in individual examinations for the course of the qualification awarded or in the process of being awarded**, etc.), in accordance with the forms specified below under **penalty of non-assessment:**
 - a) a copy declared to be a true copy of the original using Annex B** (limited to authorised persons, as specified in footnote 1 below);
 - b) self-certification of possession of qualifications, made using Annex B** (limited to authorised persons, as specified in footnote 1 at the end of this article);**

In the event that the candidate intends to self-certify the possession of the qualifications by producing the Curriculum Vitae, this must be accompanied by a declaration in lieu of certification or affidavit, made using Annex 2, in which it must be declared 'that what is stated in the Curriculum Vitae corresponds to the truth'.

The mode of presentation referred to in point **b)** is not valid for certain titles (such as **dissertations and publications**) which presuppose, for the purposes of evaluation, the reading of their contents and, therefore, these titles must be produced according to the mode referred to in point a);

c) For the qualifications to be assessed that are prepared in languages other than Italian, French, English, German, Spanish and Portuguese and any other languages expressly indicated in **Annex 1**, a translation must be attached, in Italian, certified as conforming to the foreign text, provided by the competent diplomatic or consular representation or by an official translator or, where permitted (as specified in footnote 1 below this article) provided by the candidate and declared to be conforming to the original text by means of a declaration in lieu of affidavit made by the candidate himself pursuant to art. 47 of Presidential Decree no. 445/2000, using **Annex B**.

5) qualification possessed, in accordance with the following forms:

- for candidates who obtained their qualifications in Italy:

- copy of the qualification declared conforming to the original drafted using **Annex B**, in accordance with articles 19 and 47 of D.P.R. 445/2000, or self-certification in the form of a declaration in lieu of certification drafted using **Annex B**, in accordance with art. 46, D.P.R. 445/2000, certifying possession of the qualification, required under art. 2 of this call for applications and better specified for each doctoral course in **Annex 1**, as an admission requirement (it should be noted that those who graduated from the University of Perugia may directly print the aforementioned self-certification from the SOL);

- for candidates who have obtained their qualifications abroad:

- a foreign second-cycle degree awarded at a foreign official higher education institution and giving access to the doctoral course, in the original or certified copy, **which must be accompanied** by

- certificate issued by the competent university stating the examinations passed, credits and grades (transcript). Post-secondary studies (examinations and credits) completed can be attested by the 'Diploma Supplement', where adopted;
- Documentation certifying the veracity of the foreign qualification, i.e. verification certificates issued by the Italian ENIC-NARIC centre (CIMEA) or legalisation (such as the Hague Apostille where applicable);
- Certificate of comparability of the foreign qualification issued by CIMEA-NARIC ITALIA or other ENIC/NARIC bodies or, alternatively, "Dichiarazione di valore" by the Italian

Diplomatic or Consular Representation competent for the territory in the country where the qualification was obtained; (see note 1 below)

Applicants are reminded to produce the RESEARCH DRAFT, if the application is submitted for doctoral courses that require it, in accordance with the provisions of Annex 1, taking care to comply with any specifications regarding the drafting of the RESEARCH DRAFT also set out in the aforementioned Annex 1.

For the purposes of this selective procedure, published publications (including print excerpts) are eligible for evaluation, provided they are produced in accordance with the procedures set out in this article.

For publications printed in Italy before 2.9.2006 (the date of entry into force of the Regulation set out in Presidential Decree no. 252/2006), the obligations set out in Lieutenant's Decree no. 660/1945 must have been fulfilled; if printed in Italy after this date, the legal deposit must have been made in accordance with Presidential Decree no. 252 of 3.5.2006.

Pursuant to Article 15 of Law 183/2011, public administrations cannot accept certificates issued by other public administrations.

No reference may be made to documents or publications submitted to this or other administrations, or to documents attached to another application to take part in another selective procedure.

Applications and documents provided for in this Article that are not produced by the deadline and in accordance with the terms of this notice will not be considered.

Any information or clarifications on how to apply can be requested from the Selective Procedures Office (telephone number 075/5856655 e-mail servizio.accessoprogrammato@unipg.it).

The University Administration accepts no liability for the unavailability of the addressee or for the loss of communications due to the inaccurate indication of the address on the part of the candidate or due to failure or delay in communicating a change of address indicated in the application. The Administration accepts no liability for any misunderstandings relating to the transmission of the application in the manner set out in **Annex 2**.

Note 1

Considering that Annexes A and B contain substitute declarations made pursuant to Articles 46 and 47 of Presidential Decree 445/2000, it should be noted that declarations in lieu of certification pursuant to Article 46 of Presidential Decree 445/2000 (by which states, personal qualities, and facts peremptorily listed in the aforementioned Article 46 may be declared) and substitute declarations of affidavit pursuant to Article 47 of Presidential Decree 445/2000 (by which states, personal qualities, facts that are within the direct knowledge of the declarant may be declared, and by which it may be declared that a photocopy of a deed, document, publication, educational qualification, or service title is in conformity with the original) may be validly made, pursuant to Art. 3 of D.P.R. 445/2000, by Italian citizens and citizens of the European Union; citizens of non-EU states regularly residing in Italy may use the substitutive declarations of papers referred to in Art. 46 and 47 limited to the states, personal qualities and facts certifiable or attestable by Italian public entities, unless the laws or regulations concerning immigration and the condition of foreigners provide otherwise, and provided that the usability of the aforementioned substitute declarations is permitted by international conventions between Italy and the country of origin, within the limits of such provisions. Substitutive declarations of certification and affidavit are duly made if they are signed and submitted together with a non-authenticated photocopy of an identity document of the signatory, pursuant to Article 38, paragraph 3, of Presidential Decree 445/2000 for the purposes of their validity and effectiveness (a model of such declarations is attached to the notice: Annex 2). The Administration is obliged to carry out appropriate checks, also on a sample basis, and in all cases where grounded doubts arise, on the truthfulness of the declarations of the substitutive declarations pursuant to Articles 46 and 47 of Presidential Decree No. 445/2000. Should the check reveal that the content of the declaration is not true, the declarant shall forfeit any benefits deriving from the measure issued on the basis of the untrue declaration, pursuant to Article 75 of Presidential Decree 445/2000, without prejudice to the provisions of Article 76 of the same Presidential Decree.

Art.4**Procedure for the evaluation of candidates**

In order to ensure a complete assessment of each candidate, the selection procedure will be carried out in accordance with one of the methods set out in Article 15 of the Regulation of Doctoral Courses of this University, and more precisely as indicated, for each doctoral course, in **Annex 1** to this Notice, which **the candidate is invited to read carefully.**

In general, the following should be noted:

- the thresholds of sufficiency, if any, which the candidate must meet in the assessment of qualifications for admission to the interview and in the interview for passing the interview, are indicated in **Annex 1**;

- the minimum overall mark (i.e. the sum of the marks obtained in the assessment of the qualifications and oral test) for obtaining the final qualification is indicated in **Annex 1**.

The selection board, at its first meeting, identifies and reports in the relevant minutes, the criteria and methods for awarding marks in the assessment of qualifications and interview.

The assessment of qualifications is carried out by the Selection Board before the interview is held; in the event that a minimum score in the assessment of qualifications is required for admission to the course, the score awarded by the Selection Board on the qualifications will be published before the interview is held. In the event that no minimum score is required in the evaluation of qualifications, the score obtained on the same will be made known to each candidate at the interview.

The Selection Board shall draw up the general merit rankings by including in the same only those candidates who have obtained a total score equal to or higher than the minimum total score laid down in Annex 1 to this notice for eligibility, adding together the scores obtained, in compliance with any thresholds of sufficiency, during the assessment of qualifications and interview.

The interview will take place **on 13 December at 10.30 am** (Italian time) via videoconference by connecting to the link in Attachment 1.

This diary has the value of a formal meeting and no personal communications will be sent in this regard.

Failure on the part of the candidate to appear or to be connected in the case of online mode on the day and at the time of the interview will be considered an implicit renouncement of participation in the selection, whatever the cause.

In order to be admitted to undertake the test referred to in this article, candidates must be in possession of one of the **following identification documents**: identity card, passport, driving licence, nautical licence, pension booklet, licence to operate heating equipment, arms licence, identification cards, provided they bear a photograph and a stamp or other equivalent marking, issued by a State administration.

The aforementioned documents must not have exceeded the expiry of the period of validity foreseen.

If the person concerned is in possession of a non-valid identity or identification document, the status, personal qualities and facts contained therein may be proved by producing it, provided that the person concerned declares, at the foot of the photocopy of the document, that the data contained in the document have not changed since the date of issue.

At the end of the admission procedures, a Rectoral Decree shall be issued to approve the relative documents, or to refer them back to the Commission for any regularisations and additions. Admitted to the course are those who have been placed in the ranking list, according to the provisions of Article 6 below. After approval, the rankings are published on the **website** at <https://www.unipg.it/didattica/percorsi-post-laurea> under the headings **“Dottorati di ricerca” – “Bandi, avvisi e modulistica” [“Research Doctorates” - “Announcements, notices and forms”]** and on the University's online notice board **(no personal communications will be sent in this regard).**

Candidates are granted access to the documents in the manner established by Law 241/1990 and by the University Regulations on administrative procedures and the right of access. The Administration may postpone access until the conclusion of the selective procedure.

Art.5 Selection Boards

Selection Boards for admission to doctoral courses will be formed and appointed in accordance with the provisions of Article 15 of the University Regulations for Doctoral Courses.

Art.6 Admission to courses

At the end of the access procedures, a provision of the Rector is issued to approve the relevant acts.

Candidates are admitted to the course according to the order of the merit ranking, up to the number of places available for competition. In the event of equal merit, the younger candidate prevails.

Candidates admitted to the course must enroll within the deadline and according to the instructions established in the document approval provision which will be published on the web page <https://www.unipg.it/didattica/percorsi-post-laurea/dottorati-di-ricerca/bandi-avvisi-e-modulistica>, under penalty of forfeiture of the right

to matriculate (**no personal communications will be sent in this regard**); similarly, any changes in the rankings and the timetable for subsequent matriculation will be published on the website <https://www.unipg.it/didattica/percorsi-post-laurea/dottorati-di-ricerca/bandi-avvisi-e-modulistica> on the dates that will be indicated in the aforementioned deed approval decree.

No personal communications will be sent out in this regard and therefore all successful candidates will be required to consult the site periodically.

If an admitted candidate withdraws or fails to register, another eligible candidate will take over in the order of the ranking list. Scrolling of the ranking list will be possible until **31 December 2023**.

Details on grants and fees for access to and attendance on the Course can be found in Annex 3 to this notice.

Art. 7

Rights and duties of doctoral students and grounds for exclusion

With regard to the rights and duties of doctoral students and causes of exclusion, please refer to the provisions of Articles 19 and 20 of the Regulation of Doctoral Courses at the University of Perugia.

Art.8

Title conferment

The title of “Dottore di Ricerca” [PhD] is conferred by the Rector, in accordance with the University Regulations for Doctoral Courses at the University of Perugia.

Art. 9

Return of documents submitted for admission

Candidates may request, after four months from the date of publication on the University's online notice board of the decision approving the selective procedure documents, not counting the period of suspension of judicial terms, and within the following two months, the return of the documents submitted.

The return will be made, within the aforementioned terms and subject to any litigation in progress, directly to the person concerned or to a person with a proxy. Once the above-mentioned terms have expired, the University is no longer responsible for the conservation and return of the documentation.

Art.10

Processing of personal data

The processing of personal data required by this notice is exclusively for all activities related to the procedure. The information notice, provided pursuant to Article 13 of EU Regulation 2016/679 - General Data Protection Regulation, is available at the following address: <https://www.unipg.it/protezione-dati-personali/informative>.

Art. 11

Person in charge of the procedure

The person responsible for the proceedings in this notice is Dr Catia Dorilli - Head of the Selective Procedures Office - e-mail: catia.dorilli@unipg.it; servizio.accessoprogrammato@unipg.it - tel. 075/585 6655.

Art. 12

Call Publication

This call for applications will be published on the University of Perugia's website at <https://www.unipg.it/didattica/percorsi-post-laurea> under the tabs **“Dottorati di ricerca” – “Bandi, avvisi e modulistica”** ["Research Doctorates" - "Notices, Announcements and Forms"] and on the University's own online Albo [Bulletin Board]. The same, moreover, is publicized on the MUR website and on the European Euraxess website.

Any amendments, updates or additions to this call for applications will be announced exclusively through publication on the University's website; candidates are therefore required to consult this site at <https://www.unipg.it/didattica/percorsi-post-laurea> under the headings tabs **“Dottorati di ricerca” – “Bandi, avvisi e modulistica”.**

Article 13

Final Provisions

For all matters not provided for in this notice, please refer to the regulations in force concerning research doctorates and to the University Regulations for Research Doctorate Courses at the University of Perugia, issued by R.D. no. 620 of 11.03.2022.

The Rector

Prof. Maurizio Oliviero

(digitally signed computer document
pursuant to Legislative Decree 82/2005 as amended and related regulations,
which replaces the paper document and the handwritten signature)