

UNIVERSITÀ DEGLI STUDI DI NAPOLI FEDERICO II



PhD programmes – 39th cycle – academic year 2023/2024

Call for applications of foreign students

APPLICATION DEADLINE

August 2nd 2023, 3:00 P.M. (CET)

This document cannot be used for legal purposes and it is only meant to provide information in English on the call for applications.

The Università degli Studi di Napoli *Federico II* has opened the call for the PhD programmes of the 39th cycle (2023-2024)¹

The Admission to the PhD programmes will be on a competitive basis. The selection of the candidates will be based on the evaluation of their academic records, written tests and/or interviews, as published in the attachment A-Engl.

Therein, for each PhD Programme the following items are listed:

- the criteria of selection;
- the number of places for which the competition is held;
- the number of fully funded scholarships (including the number of scholarships and vacancies solely reserved to candidates with foreign degrees and/or resident abroad);
- the duration, the Coordinator and the Department/Institutions where the PhD student will be registered at;
- the address where candidates must deliver or send their documents and assessment transcripts, and the timetable of the admission exams;
- the webpage address of each PhD course, which provides the candidates with information about the organization, research topics and educational activities.

Vacancies with scholarships pursuant to Ministerial Decree no. 117 of 2nd March 2023 and the Ministerial Decree n. 118 of 2nd March 2023 are published under the condition of the approval of the ministerial funding. The PhD scholarships are granted to the candidates only to pursue the restricted topics indicated in the aforementioned decrees and in compliance with the eligibility criteria pursuant to art. 7 of the Ministerial Decree 117 of 2nd March 2023, and art. 7, 8, 9 and 10 of the Ministerial Decree n. 118 of 2nd March 2023. Positions with scholarship pursuant to Ministerial Decree no. 117/2023 they will be activated subject to the signing of the agreement by the co-financing entities.

The places covered by scholarships may be increased as a result of funding by public or private entities. The authorization to sign the relevant agreement must take place before the beginning of the examination's procedure of the research doctorate. The agreement can take into account some specific modalities of the research and training program.

The timetables reported in the announcement (see attachment A-Engl) has to be considered as the official notification to candidates, who will not receive any further written notice about the modalities of the examinations.

Any changes to the calendars will be promptly published on the University website, at <http://www.unina.it/didattica/post-laurea/dottorati-di-ricerca/bandi-di-ammissione>. The candidates are supposed to refer to this link constantly.

¹ Pursuant to the MIUR Decree No. 226 of 14/12/2021, PhD programmes can start only after being accredited by the Ministry in accordance with the consistent opinion of ANVUR. Therefore, candidates will be able to enroll once the final ranking list is published, and only if the programme has been accredited for the 39th cycle.

Admission Requirements

To apply to the above PhD Programmes, candidates (who have no restriction about age and citizenship) should have obtained one of the following degrees:

- master degree, equivalent to *laurea specialistica* or *laurea magistrale* (as defined in the Italian Ministerial Decree nr. 509/1999 and its subsequent modifications and integrations);
- academic degree, equivalent to the *laurea vecchio ordinamento* degree, at least a 4-year course;
- an equivalent degree obtained at foreign universities.

Furthermore, also those who will obtain the required degree by 31st October 2023 can apply and participate in the contest.

Foreign Academic Degree

The equivalence of the degree of the candidates graduated abroad will be evaluated on the basis of the documents provided by the candidate through the application form. The equivalence of the foreign degree will be established only for the purposes of the admission procedure. The candidates need to document their application by attaching all the documents listed in the following section.

Application

All the candidates are supposed to submit the application only via link <https://pica.cineca.it/unina/> **by August 2nd 2023, 3:00 P.M. (CET)**.

Applicants graduating from foreign universities are exempted from the obligation to pay the contribution of €50 for the procedure.

In order to assess the academic titles, candidates are supposed to upload the following documents on the <https://pica.cineca.it/unina/> platform:

A) Applicants who already have the italian degree

1. Graduation mark and weighted average on the basis of the European Credit Transfer System Credits (ECTS) of the marks of each exam passed during the *Laurea Specialistica/Laurea Magistrale* and other elements deemed suitable for evaluation (for example, list of the exams taken with the relative marks). Such titles must be submitted by substitutive declaration of certification, made pursuant to article 46 of Presidential Decree n. 445/2000 and subsequent amendments;
2. graduation mark and weighted average on the basis of the ECTS marks of each exam passed during the *Laurea Triennale* and other elements deemed suitable for evaluation (e.g. list of the exams taken with their marks). These qualifications must be proven by substitutive declaration of certification, made pursuant to Article 46 of Presidential Decree n. 445/2000 and further modifications;
3. master's degree thesis and any publications accompanied by the *dichiarazione sostitutiva di atto notorio concernente la conformità all'originale*;
4. any other qualifications (e.g. scholarships, further academic qualifications) by means of substitutive declaration of certification, made pursuant to Article 46 of Presidential Decree n. 445/2000 and further modifications.
5. Cover letter which must be submitted as follows below.

B) Candidates who are finishing the required course in Italy

1. Weighted average on the basis of the ECTS with the marks of the exams taken during the *laurea specialistica / laurea magistrale* and other elements deemed suitable for evaluation (for example list of exams taken with the relative marks). These qualifications must be presented by substitutive declaration of certification, made pursuant to Article 46 of Presidential Decree n. 445/2000 and further modifications;
2. graduation mark and weighted average on the basis of the ECTS with the marks of each exam passed during the *laurea triennale* and other elements deemed suitable for evaluation (e.g. list of the exams taken with the relative marks). These qualifications must be provided by substitutive declaration of certification, made pursuant to Article 46 of Presidential Decree n. 445/2000 and further modifications;
3. any publications followed by the *dichiarazione sostitutiva di atto notorio concernente la conformità all'originale*;
4. any other qualifications (e.g. scholarships, further academic qualifications) by the substitutive declaration of certification, made pursuant to Article 46 of Presidential Decree n. 445/2000 and further modifications;
5. Cover letter which must be submitted as follows below.

C) Candidates with foreign academic degrees

1. degree certificate for each level, indicating the exams taken and the study plan followed (the certificate must be translated when not in English);
2. postgraduate degree thesis and any publications followed by *dichiarazione sostitutiva di atto notorio concernente la conformità all'originale*;
3. any further qualification (scholarships and certificates of attendance of post-graduate courses, qualifications linked to research activities, scores reported in standardized tests used for the admission to university courses at national or international levels etc.)
4. Cover letter which must be submitted as follows below;
5. Curriculum Vitae.

D) Candidates who are finishing the required course abroad

1. academic certificate, with a list of the exams and the study plan followed (the certificate must be translated when not in English);
2. any publication followed by *dichiarazione sostitutiva di atto notorio concernente la conformità all'originale*;
3. any further qualification (scholarships and certificates of attendance of post-graduate courses, qualifications linked to research activities, scores reported in standardized tests used for the admission to university courses at national or international levels etc.);
4. Cover letter which must be submitted as follows below;
5. Curriculum Vitae.

The application must be printed, signed and uploaded as part of the procedure, following the instructions described, attaching a copy of a valid identity document. The absence of a signature and/or identity document is grounds for exclusion from the contest. The candidate can still ask for the cover letter and filling in the appropriate section taking into account the fact that the deadline for delivery is **August 2nd 2023, 3:00 P.M. (CET)**; the notice of completion of the letter will be sent to the referee only after the final closure of the application. The referee will be automatically notified by the system and will have to fill in the letter model himself through the online procedure and send it by **4th August 2023, 3:00 PM (CET)**.

The Administration has no responsibility for the non-delivery of the documentation dependent on an error attributable to the candidate, or on any misunderstandings attributable to third parties, in case of accident or in cases of force majeure.

To applicants with disabilities, who declare in the procedure they request further support during the selection, the procedure provides the indications on how they have to fill in the declaration, pursuant to

current legislation (Law No. 104/1992 as supplemented and amended by Laws No. 17/1999 and n. 53/2000 and subsequent amendments and additions), and the uploading of the relative medical certification.

Selection Procedure

The selection is aimed at ensuring an appropriate comparative assessment of candidates and to evaluate the preparation and aptitude of the candidate for scientific research.

The selection can consider:

- a) assessment of the qualifications, plus both written test and oral exam;
- b) assessment of the qualifications, plus oral exam;
- c) assessment of the qualifications, evaluation of research proposal, plus oral exam.

In the attachment A) eng, the selection procedures are indicated for each PhD programme.

Furthermore, all the applicants must prove to be good at a foreign language (among English, French, Spanish and German). Only for the PhD programmes in “Physics” and “Cardiovascular Pathophysiology and Therapeutics”, English will be mandatory during the language test.

All the exams could be taken in one of the mentioned languages. Required qualifications and subjects of the exams must be connected to the frame of scientific interest of each PhD Programmes: they could be divided and linked to the fields of interest of the PhD Programme itself.

The Admission Board can assign a total amount of 100 marks.

In cases described in a) the marks for the admission will be assigned as here stated: maximum of 20 to assess the qualifications; a maximum of 30, for the written test; a maximum of 50, for the oral part.

Qualifications will be assessed in agreement with the rating reported, as follows:

- the entire university career, using the graduation grade or average weighted on the basis of the ECTS and the marks of the exams taken and, when possible, others elements deemed suitable by the Committee as evaluation elements: up to a maximum of 15 marks;
- scientific publications, postgraduate/master's degree thesis and other relevant qualifications (awards, license, grants of study, etc.), any cover letter: up to a maximum of 5 points.

To participate in written tests, the applicants must get no less than 8 out of 20 in the assessment of their qualifications.

The written test consists in writing a text on a topic chosen by the candidate among those indicated by the Committee (they will be at least three).

Those who will register at least 18 out of 30 in the evaluation of their written tests will proceed with the oral exam. To pass the oral exam, the candidate is supposed to obtain at least 30 out of 50.

In cases described in b) the marks for the admission will be assigned as here stated: a maximum of 30 for the assessment of the qualifications, and a maximum of 70 for the oral exam. Qualifications will be assessed by following the rating here reported:

- the entire university career, using the graduation grade or average weighted on the basis of the ECTS, the marks of the exams taken and, when possible, others elements deemed suitable by the Committee as evaluation elements: up to a maximum of 22 points;
- scientific publications, postgraduate/master's degree thesis and other relevant qualifications (awards, license, grants of study, etc.), any cover letter: up to a maximum of 8 points.

To participate in the oral exam, the candidates must get at least 12 out of 30 in the assessment of their qualifications. To pass the oral exam, the candidate is supposed to obtain at least 42 out of 70.

In cases described in c) the marks for the admission will be assigned as here stated: : a maximum of 20 for the assessment of the qualifications, a maximum of 30 for the evaluation of the research proposal, a maximum of 50 for the oral exam.

Qualifications will be assessed by following the rating here below reported:

- the entire university career, using the graduation grade or average weighted on the basis of the ECTS, the marks of the exams taken and, when possible, others elements deemed suitable by the Committee as evaluation elements: up to a maximum of 15 points;
- scientific publications, postgraduate/master's degree thesis and other relevant qualifications (awards, license, grants of study, etc.), any cover letter: up to a maximum of 5 points.

To participate in the oral exam, the candidates must get at least 8 out of 20 in the assessment of their qualifications and 18 out of 30 in the evaluation of the research proposal.

To pass the oral exam, the candidate is supposed to obtain at least 30 out of 50.

The final mark will result by the sum of every single mark for each part in the assessment of the qualifications, written tests (when required), and oral exam.

To take part into the contest, the applicants need to provide one the following identity document, legally recognized: ID card, or passport, or driving license.

The absence of the applicant on the day, place and time of one of the tests will be considered as a waiver of the contest, whatever the reason.

If the committee deems it appropriate, the oral exam can be held remotely.

Further Information Merit Ranking

In case of PhD Programmes which offer differentiated selection methods for reserved vacancies, two separate merit rankings will be drawn up: one for non-reserved vacancies and one for reserved ones (i.e. vacancy reserved to candidates graduated abroad).

The rankings will be formulated according to the descending order of the overall score reported by each candidate in the individual tests and approved by Rector's Decree. In the event of a tie between two or more candidates, the youngest candidate will have priority in the ranking.

The candidates will be declared winners according to the order of the ranking up to the last available vacancy (vacancies with grand, or with no grant)

When any vacancy reserved to the ones who have been graduated abroad is not given out, it could be made available for ordinary access procedures and vice versa.

If a suitable candidate does not finalise the enrollment procedure by the deadline established in the following section, or waives by the beginning of the academic activities, the vacancy will be assigned to the candidate who follows in the ranking.

Enrollment procedure

The Rectoral Decrees approving the rankings of the PhD courses will be published, from **26th September 2023**, in the Official Register of the University at the link <http://www.unina.it/didattica/post-laurea/dottorati-di-ricerca/bandi-diammissione>.

This announcement will be formally valid as notification to the winners in the contest who will have only 5 days on – from the issue of the Rectoral Decrees – to send the enrolment form duly filled in; the form is available via link <http://www.unina.it/didattica/post-laurea/dottorati-di-ricerca/bandi-di-ammissione> and will include the following documents:

- 1) a substitute self-certification confirming the awarding of a master's degree, and its final grade;
- 2) a substitute self-certification where the admitted candidate declares they are not (and that even in the past she/he has not been) a recipient of other PhD scholarships; the enrolling PhD students must also declare they are not attending a *scuola di specializzazione non medica* (non-medical graduate school), a master's degree or a Ph.D. programme: should this not correspond to their position, candidates must sign a declaration confirming the suspension of this attendance;
- 3) a declaration where the candidate confirms they are aware of the prohibition to attend a *scuola di specializzazione non medica* (non-medical graduate school), a master's degree or a Ph.D. programme all over the duration of the PhD course.

If their academic degree has not been already declared equivalent to the Italian one, admitted candidates who be non-italian citizens and graduate abroad, must also deliver to the PhD offices a certificate of the master degree, which must be previously translated and legalized (with an attached *dichiarazione di valore* - Declaration of value) by the Italian Embassy/Consulate with competencies on the Country where the University that conferred that degree is. Further information is available at the MIUR (Italian Ministry for University and Research) available at the link <http://www.studiare-in-italia.it/studentistranieri/>.

Any self-certification previously mentioned, in a unique form, can be downloaded vialink <http://www.unina.it/didattica/post-laurea/dottorati-di-ricerca/bandi-di-ammissione>.

With the enrolling form, a photocopy of an identity document (duly signed) and the receipt of the payment of the regional fee for the right to education (*tassa regionale per il diritto allo studio*) have to be submitted. The Rectoral Decree will set the procedure to send the required documents for the enrollment.

Students who do not fulfill such requirements will be no longer enrolled in the PhD Programme.

If a suitable candidate does not finalise the enrollment procedure, or waives by the beginning of the academic activities, the vacancy will be assigned to the candidate who follows in the ranking; the related funds will be available when the next candidate (following in the ranking) may apply for the vacancy: winners who already enrolled with no scholarship, or winners of a vacancy with no funds who haven't enrolled by the deadline for the enrolment, the following eligible candidates in the ranking.

The notice about the vacancies will be published, on the webpage of the Ph.d. office <http://www.unina.it/didattica/postlaurea/dottorati-di-ricerca/bandi-di-ammissione>, from 27th September 2022.

No further communication will be given to the candidates.

Student grants

The grants will be conferred considering the order in the final ranking, until full coverage of the available vacancies.

For the sole purpose of the assignment of scholarships, in the event of a tie between two or more candidates, the one with a lower income will have priority in the ranking (the economic status of the candidates will be evaluated with the same procedures adopted for the enrolment fees of the students.).

Grants cover the period of 1 year; they are renewed year per year, on the condition that the PhD student has completed the timetable for the previous year, plus the admission to the following one. The annual grant is **€16.243,00**, plus social security contributions. The grant covers the whole duration of the PhD programme.

The instalments will be set every monthly, through postponed payments. PhD students who exceed **€16.243,00** (the grant itself is not calculated) cannot be the recipients of the grant.

The amount of the grant can be increased of 50% of the gross amount, when the PhD student carries the research abroad; the extra funds can cover a maximum of 12 months. The period of time the PhD student will spend in her/his own Country, or in the Country in which she/he has the residence will not be included in the calculation for extra funding.

When the PhD student who has won the grant, exceeds the personal income per year and at the same time of the collected instalments, needs to give back them to the University. The same happens if the PhD student does not fulfil the requirement stated below (see section on "Rights and Obligations of PhD Students").

Whoever has already received a student grant for a PhD Programme, even for a half of the total duration of the PhD course, cannot apply again for a new grant.

Multiple grants cannot be combined, except for those which refer to national or foreign institutions, and integrate training or research activities abroad.

Scholarships will be credited according to the actual periods of attendance to study and research activities. Starting from the second year of the PhD course, in addition to the scholarship (and limited to the availability of resources in the financial budget of the university) an extra budget will be assigned to the PhD student, to support the research in Italy and abroad: this budget depends on the typology of the PhD program, and it will be at least 10% of the PhD gross scholarship amount.

In the act of enrolling, who is eligible for a grant has to set a declaration about presumed gross personal income and absence of the mentioned incompatibilities. Such a declaration must be done at the beginning of each new academic year of attendance of the PhD Programme. Moreover, students supported with grants must register themselves to "Gestione separata" position at INPS (the Italian National Social Security Institute), via <http://www.inps.it>:

Fees and contributions

Students enrolled at PhD Programme are supposed to pay, for each year of course, the **regional tax** for education of **€ 140**.

Rights and obligations of PhD Students

Attending a PhD course implies an exclusive and full time engagement.

Ph.D. students recipient of scholarship assigned under Ministerial Decree 117/2023 and Ministerial Decree 118/2023 have to satisfy the following requirements:

The recipients of scholarships funded pursuant to D.M. 117/2023 and of the D.M. 118/2023 are also required to comply with the following obligations:

a) for D.M. scholarships 117/2023 (art. 7): spend a period of study and research, even non-continuous over the three-year period, in the company, from a minimum of six (6) months to a maximum of eighteen (18) months, and abroad from a minimum of six (6) months to the maximum period set forth in art. 9, paragraph 3, of the D.M. no. 226/2021;

b) for D.M. scholarships 118/2023 digital and environmental transitions (art. 7): spend a period of study and research, even non-continuous over the three-year period, in a company or research centre, for a minimum of six (6) months to a maximum of twelve (12) months, and abroad from a minimum of six (6) months to a maximum period provided for in art. 9, paragraph 3, of the D.M. no. 226/2021;

c) for D.M. scholarships 118/2023 PNRR Research (art. 8): spend a period of study and research abroad, even non-continuous over the three-year period, from a minimum of six (6) months up to the maximum period envisaged to art. 9, paragraph 3, of the D.M. no. 226/2021;

d) for D.M. scholarships 118/2023 PNRR Public Administration (art. 9): spend a period of study and research, even non-continuous over the three-year period, at a Public Administration or a company or a research centre, from a minimum of six (6) months to a maximum of twelve (12) months, and abroad from a minimum six (6) months to the maximum period set forth in art. 9, paragraph 3, of the D.M. no. 226/2021;

e) for scholarships D.M. 118/2023 Cultural Heritage (art. 10): spend a period of study and research, even non-continuous over the three-year period, in Public Administrations, including museums, institutes and training institutions of the Ministry of Culture (e.g. Foundation of the school of goods and cultural activities and other Higher Education Schools), archives, libraries, from a minimum of six (6) months to a maximum of twelve (12) months, and abroad from a minimum of six (6) months to the maximum period set forth in art. 9, paragraph 3, of the D.M. no. 226/2021;

f) report the activity carried out, through the appropriate online platform (<http://dottorati.mur.gov.it>), with a half-yearly report, indicating the time commitment (divided into months in company/institution, in headquarters, abroad) and a summary of the main activities carried out, validated by the course coordinator doctorate.

Periods of study and research at institutions and abroad, where both envisaged, are separate and must be carried out in different subjects.

Recipients of grants funded by Extended Partnerships (PE), National Centers (CN) and Research Infrastructures (RIs) are also required to carry out the entire doctoral, training and research, in line with the themes and objectives of the projects that finance the grant, in collaboration with the respective scientific representatives of Spoke and the project, will also have to report the research activity, as foreseen by the PhD program and by the project, producing:

- a periodic summary of the main activities carried out, countersigned by the tutor and the scientific manager;
- suitable documentation certifying the activity carried out;
- a report indicating the time commitment.

Research and training activities are ordinarily foreseen for each PhD student, consistent with the doctoral project, at highly qualified institutions abroad.

PhD students are obliged to attend and undertake all the scheduled activities, to present all the oral and written reports required, and carry out whatsoever is established by the Academic Board of the PhD Programme. At the end of each academic year the Board, on the basis of a detailed report of the activities and research carried out by each PhD student, will rate the admission to the next year, or ask the Rector for the exclusion from the PhD Programme.

At the end of the PhD programme, the students must provide the Academic Board with a report concerning all the activities they attended to, and their publications, if any.

Simultaneous attendance of a PhD Programme and another Ph.D. programmes is forbidden.

Students enrolled in a PhD Programme may request suspension from attending the courses for maternity, civil service (for this last occurrence, no more than 1 year). The Academic Board will take note of these suspensions.

Students enrolled in a PhD programme may request suspension from attending the course due to serious illness for no more than 6 months.

Suspension with a duration more than 30 days obliges the PhD students to recover all the time corresponding to the interruption of their academic activities; additionally, for PhD students granted with scholarship, this suspension entails the cessation of the grant payment for the period involved.

The entire duration of the PhD course cannot be reduced due to these suspensions: thus, the completion of the course will be deferred for a corresponding time.

PhD students are allowed to carry out the research activities abroad, for a period no longer – as a whole – than 12 months; in case of a joint (cotutela) agreement, the period abroad can be extended to a maximum of 18 months.

In that event, the authorization has to come from the Academic Board, after the previous consent from the Supervisors. If the period spent abroad lasts up to 6 months, it will be sufficient the authorization of the PhD coordinator, and the previous consent by the supervisor.

Degree of Doctor of Philosophy and PhD Thesis

The degree of “Doctor of Philosophy” (in its shorted Italian form “Dott. Ric.”, corresponding to “Ph.D.”) is obtained by passing the final examination, i.e. defending a PhD thesis at the end of the PhD Programme.

The Rector confers it in conformity with the university regulations.

The final dissertation can be written in English, or in a different language, with the previous approval of the Academic Board. By 30 days after the discussion of the PhD thesis, the University will record them – as electronic files – in the MIUR (Italian Ministry for University and Research) data-base.

The Università di Napoli *Federico II* uploads the full text of the PhD thesis on its Open Archive, with a free internet access. The University also provides to transfer the PhD works to the National Libraries of Rome and Florence. On duly justified request by the PhD student, the Academic Board could allow to inhibit parts of the PhD thesis to the open access, so that data covered by industrial secret cannot be consulted – for a certain period – by third parties.

Access, Treatment of Personal Data and Responsible of the Procedure

All the candidates are allowed to require the access to the procedures related to the competitive examinations, within the frame of rules and criteria stated in the University Regulation about the right to be informed on its administrative acts.

The University will take care of respecting the privacy of the personal data of the candidates. The Head of the Office of the PhD courses and Scholarships area is responsible of any fulfilment of the competitive examinations, apart from the procedure which is strictly competence of the Admission Board.

Publication of the PhD Call

This Call is published as a digital format on the website of the Università degli studi di Napoli *Federico II*, on **Euraxess** the European website, and on MIUR's (Italian Ministry for University and research). All the documents related to this Call will be exclusively published on the Official register of the Università degli studi di Napoli *Federico II* (www.unina.it).

The digital publication must be considered as an official notice to all the interested candidates: no *ad hoc* communication will be sent.

All the acts and documents here above mentioned will be also showed in the bulletin board at the PHD office, located in Via Giulio Cesare Cortese, 29 (1st floor) – Napoli.

Reference

For what is not specified in the present document, one must refer to the announcement published in the Unina Website <http://www.unina.it/didattica/post-laurea/dottorati-di-ricerca/bandi-di-ammissione> (see also the Italian D.M. nr. 226/2021).