



UNIVERSITÀ DEGLI STUDI DI BERGAMO
SERVIZI AMMINISTRATIVI GENERALI
GESTIONE PROCEDURE CONCORSUALI E SELEZIONI

Rep. no. 508/2013

Decree prot. no. 23184/IV/9

RE:
COMPETITION ANNOUNCEMENT FOR ADMISSION
ONTO COURSES OF RESEARCH DOCTORATE WITH ADMINISTRATIVE HEADQUARTERS AT THE
UNIVERSITY OF BERGAMO IN:

HUMAN CAPITAL FORMATION AND LABOUR RELATIONS.
ENGINEERING AND APPLIED SCIENCES;
INTERCULTURAL HUMANISTIC STUDIES
ANALYTICS FOR ECONOMICS AND BUSINESS, AEB;
LINGUISTIC SCIENCES

- XXIX CYCLE -

THE CHANCELLOR

HAVING REGARD TO:

- Art. 19 of Law 30th December 2010 no. 240, governing the rules regarding courses of research doctorate;
- Ministerial Decree 8th February 2013 no. 45 "Regulation governing the rules of accreditation of the institutions and of courses of research doctorate and criteria for the establishment of courses of research doctorate by accredited bodies";
- The ministerial note of address for the start of courses of research doctorate 2013/2014 of 22nd May 2013;
- The University's Rules and Regulations concerning courses of research doctorate issued with Chancellor's decree repertory no. 333/2013 of 28th June 2013;
- The University's rules and regulations regarding higher education courses of research doctorate issued with Chancellor's decree repertory no. 401/2013 of 1st August 2013;
- Circular prot. no. 17339 of 5th August 2013 of the DiChancellor General of the DiChancellorate General for Universities, the student is entitled to study in universities having as subject "operative indications relating to the publication of notices for admission onto courses of research doctorate";
- Legislative Decree 167/2011 "Consolidated text of apprenticeship";
- Council of Ministers Presidential Decree 9th April 2001 "Uniformity of treatment on the right to university studies";
- Legislative Decree 68/2012 "Revision of the legislation regarding the right to study";
- Italian Presidential Decree 28.12.2000, no. 445 "Consolidated text of laws and regulations relating to administrative documentation";
- The deliberation of the Academic Senate of 23rd July 2013 and of the Board of DiChancellors of 25th July 2013, relating to the establishment and activation of courses of research doctorate for the academic year 2013/14 - XXIX CYCLE in accordance with Ministerial Decree 45/2013 with administrative headquarters at the University of Bergamo on the basis of accreditation expressed by the Evaluation Group at the meeting of 22nd July 2013;



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- The Convention procedures for the activation and operation of the courses of research doctorate in Analytics for Economics and Business, AEB with the University of Brescia and in Linguistic Sciences with the University of Pavia approved at meetings by the Academic Senate of 23rd July 2013 and by the Board of Chancellors of 25th July 2013;

D E C R E E S

Art. 1

Is issued the competition announcement for the public selections for admission onto courses of research doctorate in: Human capital formation and labour relations; Engineering and applied sciences; Intercultural humanistic studies; Analytics for Economics and Business, AEB; Linguistic sciences.

Art. 2

The announcement and its annexes are available on the website of the University, in the section "Competition for schools and courses of research doctorate" organised by the office for management of competition procedures and selection.

Art. 3

This Chancellor's decree is published on the website of the University in the section "Register of the University".

Bergamo, 8th October 2013

THE CHANCELLOR
(Prof. Stefano Paleari)
Signed by Prof. Stefano Paleari



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Art. 1 INVITATION

Public selections for qualifications and examinations for admission on the XXIX cycle Courses of research doctorate indicated below will be held at the University of Bergamo whose activities will commence on or after 1st January 2014:

For each doctorate course are indicated:

- any curricula;
- the total number of places available;
- the number and quantity of the scholarships and the places with other forms of financial support available;
- the contributions of the doctoral students and the procedure for exemptions;
- the dates and methods of implementation of the admission tests;
- any reserved places;
- type of qualifications that can be assessed and score attributed to it.

The Courses of research doctorate refer to the doctoral higher education School.

COURSE OF RESEARCH DOCTORATE IN HUMAN CAPITAL FORMATION AND LABOUR RELATIONS

Coordinator: Prof. Giuseppe Bertagna

CURRICULA

- *Pedagogical sciences*
- *Clinical psychology*
- *Social anthropological sciences*
- *Law of industrial relations and Industrial labour - Courses of Research Doctorate in Labour Productivity and Workplace Change*

Duration	Places	Places covered by scholarships	Places covered by apprenticeship agreement	Places without a scholarship
3 years	40	22	4	14

Scholarships:

no. 3 funded by the University
no. 4 funded by ADAPT - Association for International comparative studies on labour law and industrial relations for the conducting of research in *Law of industrial relations and Industrial labour*, one of them is entitled to the memory of *Matias Sperotti* ;
no. 1 funded by Labour Lar S.r.l. for the conducting of research within the context of *Law of industrial relations and Industrial labour*;



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- no. 1 funded by IFG S.r.l. for the conducting of research within the context of *Law of industrial relations and Industrial labour*;
- no. 4 apprenticeship agreements for the conducting of research within the context of; *Law of industrial relations and Industrial labour*
- no. 13 funded by MIUR.

Interview: proof of knowledge of the *English language in addition to Italian*

COURSE OF RESEARCH DOCTORATE IN ENGINEERING AND APPLIED SCIENCES

Coordinator: Prof. Valerio Re

CURRICULA

- *Technologies for energy and the environment*;
- *Technologies for conservation, protection, recovery and environmental sustainability*;
- *Technologies for information engineering and mechatronics*.

Duration	Places	Places covered by scholarships	Places without a scholarship
3 years	14	8	6

Scholarships:

- no. 6 funded by the University
- no. 2 Funded by MIUR - Ministerial Decree 198/03 "Fund for the support of young persons and to promote the mobility of students" for the conducting of research within the context of the overall strategic program:
 - advanced manufacturing systems with impact on machine tools industry and on manufacturing fields of the "Made in Italy" products such as textile, clothing, mechanical engineering;
 - energy efficiency and distributed microgeneration.

Interview: proof of knowledge of the *English language*

COURSE OF RESEARCH DOCTORATE IN INTERCULTURAL HUMANITIES

Coordinator: Prof. Alessandra Violi

CURRICULA

Euro-American and Post-Colonial Literary Cultures
Theory and analysis of artistic-literary processes
History of sciences, philosophies and cultures
Interculturality and International Cooperation



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Duration	Total number of places	Places covered by scholarships	Places reserved for fellows from foreign States	Places without a scholarship
3 years	13	6	1	6

Scholarships: no. 6 funded by the University

Interview:

For Italian candidates there is a test of knowledge of at least one *European language* besides Italian;

For international applicants the interview will be conducted in *English, French, Spanish, German or Russian*, but, in any case, it will include testing of the *knowledge of the Italian language*.

Selection of the place reserved for fellows from foreign States will be carried out under the same rules and on the same dates of selection as for the other places. If the reserved place is not filled, it will not be made available for other suitable candidates.

COURSE OF RESEARCH DOCTORATE IN ANALYTICS FOR ECONOMICS AND BUSINESS, AEB

Coordinator: Prof. Maria Bertocchi

Duration	Places	Places covered by scholarships	Places without a scholarship
3 years	11	8	3

Scholarships: no. 3 funded by the University
no. 1 Funded by the Pension Fund for Staff of the Companies of the Unicredit Group for the conducting of research involving "Optimisation approaches and dynamic stochastic programming for Pension Fund asset-liability management";
no. 1 funded by RSE S.p.A. for the conducting of research involving "The development of models and algorithms for the simulation and clearing of energy markets and for analysis of their operation";
no. 3 funded by the University of Brescia;

Associated sites: *University of Brescia*

Interview: proof of knowledge of the *English language*

COURSE OF RESEARCH DOCTORATE IN LINGUISTIC SCIENCES

Coordinator: Prof. Pierluigi Cuzzolin

CURRICULA

- Theoretical and typological linguistics
- Linguistics of the synchronic and diachronic variation



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- Applied linguistics and the teaching of modern languages
- Philologies of European tradition

Duration	Total number of places	Places covered by scholarships	Places reserved for fellows from foreign States	Places reserved for fellows in specific programs of international mobility
3 years	9	6	1	2

Scholarships: no. 3 funded by the University
no. 3 funded by the University of Pavia;

Associated sites: University of Pavia

Interview:

For Italian candidates there is a test of knowledge of *at least one language from among the following: English, French, Spanish, German or Russian* as well as Italian;

For international candidates the interview will be conducted in *English, French, Spanish, German or Russian*, but, in any case, it will include testing of the *knowledge of the Italian language*. The written test will be held in Italian.

Selection of a place reserved for foreign state fellows and places reserved for fellows in specific programs of international mobility will be carried out under the same rules and on the same dates of selection for the other places. If these reserved places are not filled, they will not be made available for other suitable candidates.

Art. 2 ADMISSION REQUIREMENTS

Those persons that, upon the expiry date of the invitation are in possession of a master's degree or a suitable foreign qualification or that achieve the qualifications required for admission within the maximum period of 31st December 2013 may submit an application for participation in the competition for admission, without limitations of citizenship. In the event of the latter, admission will be denied upon the failure to meet this deadline. In such case, the admission will be placed "in reserve" and the candidate will be required to submit, or subject to the penalty of being denied a place, a statement in lieu of certification signed by the same, within the meaning of Art. 46 of Italian Presidential Decree 28th December 2000, no. 445 by 31st December 2013.

The suitability of the foreign qualification is determined by the doctorate of research selection committee in compliance with the applicable legislation in Italy and in the country where the same qualification was released and the international treaties or agreements with regard to the recognition of qualifications for the continuation of studies.

A stateless person is equated to a foreign citizen that does not belong to the member states of the E.U.

For suitability of a foreign qualification that has not already been declared equivalent to the Italian degree, the foreign candidate must - **solely for the purposes of**



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admission onto the course of research doctorate for which they intend to compete - make an express request for equivalence in the application for participation in the competition and accompany the same application with the necessary documents (listed in the example annex) to enable the selection committee to issue a written statement of equivalence in writing, translated and legalised by the competent Italian representations according to the rules for the admission of foreign students onto degree courses in Italian Universities.

For Italian citizens in possession of a foreign academic qualification that has not already been declared equivalent to an Italian degree, the same provisions of the preceding paragraph shall apply. The parties concerned should prepare the applications according to the form attached to this notice, that forms an integral part, with all the necessary accompanying documentation.

Exclusion from the admission exam due to non-compliance with the requirements is provided with a decree issued by the Chancellor within 90 days of the date of termination of this announcement.

Art. 3

APPLICATIONS FOR ADMISSION AND MODE OF ENTRY INTO THE COMPETITION

Applications for admission to the public selections, completed in accordance with the procedures below provided by the next paragraph, must be submitted within the peremptory time limit of **thirty days**, commencing from the day following the day of publication of this announcement in the Official Journal. If the deadline indicated falls on a national holiday, the deadline is moved to the first normal working day.

Entry into the competition will take place on-line by following the instructions on the page of the web site of the University of Bergamo
http://www.unibg.it/struttura/struttura.asp?cerca=dottoratibg_bandimoduli.

On-line registration will be possible until 12.00 a.m. of the last day.

It is the responsibility of the candidate to check the correct conclusion of the procedure, with successful printing of the receipt; complaints for any malfunctions of the computer system will not be accepted; as such, candidates are requested to complete the application for participation in sufficient time.

Any applications submitted in a manner other than that indicated above will not be taken into consideration.

Depending on the type of selection (see next art. 4), upon application, the candidate shall attach in electronic format (.pdf) the following documents of size not exceeding 30 MB each:

TYPE OF SELECTION A:

- 1. a list of candidates' academic qualifications;**
- 2. candidates' curriculum studiorum in .pdf format** specifying studies and experiences relating to the doctorate;
- 3. any request for equivalence of foreign qualification** (as per the example available on the internet site http://www.unibg.it/struttura/struttura.asp?cerca=dottoratibg_bandimoduli) with attachments referred to therein



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TYPE OF SELECTION B:

1. **candidates' curriculum studiorum in .pdf format** specifying studies and experiences relating to the doctorate course as per the example available on the website http://www.unibg.it/struttura/struttura.asp?cerca=dottoratibg_bandimoduli (for the Phd course in Human capital formation and labour relations please refer to example published at the website <http://www.unibg.it/struttura/struttura.asp?cerca=DOT-FPDLM>);
 2. **a research project written by the candidate in .pdf format** as per the example available on the internet site http://www.unibg.it/struttura/struttura.asp?cerca=dottoratibg_bandimoduli (for the Phd course in Human capital formation and labour relations please refer to example published at the website <http://www.unibg.it/struttura/struttura.asp?cerca=DOT-FPDLM>).
- The aim of this research project is solely for selection purposes and is not necessarily the research project that must be entrusted.
3. **two letters of reference from Italian or foreign academics;**
 4. **any request for equivalence of foreign qualification** (as per the example available on the internet site http://www.unibg.it/struttura/struttura.asp?cerca=dottoratibg_bandimoduli) with attachments referred to in it.

Candidates with disabilities

Candidates with disabilities or sufferers of SLD (Specific Learning Disorders), under Law 5th February 1992 no. 104 and subsequent changes and additions may make explicit request, in relation to their disabilities, for necessary assistance, as well as additional time to complete the test.

Candidates with disabilities are defined as: candidates that are visually impaired, i.e. affected by absolute blindness or with a residual vision not more than one-tenth in both eyes; hearing impaired candidates, i.e. affected by deafness from birth or before the learning of spoken language; candidates with a percentage of civil disability equal to or greater than 66%, candidates in possession of a certification of disability provided by the above-mentioned law 104/92. These states must result from an appropriate medical certification issued by the competent health authorities.

By candidates with Specific Learning Disorders it is meant candidates with a diagnosis of: dyslexia, dysgraphia, dyscalculia or dysorthography. These states will need to be certified by appropriate clinical documentation no older than three years from the National Health Service or by self-employed professionals.

With regard to candidates suffering from dyslexia, certified within the meaning of the law no.170 /2010, additional time equal to 30 per cent more than the time defined for the admission tests is granted.

Certifications (scanned) must be attached to the application for admission to the selection.

Art. 4 TYPES OF SELECTION



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Selection can take place according to the following two alternatives on the basis of that indicated in the table shown at the end of this article:

SELECTION A:

Evaluation of academic qualifications and possible curriculum studiorum, a written test and an interview

The entrance examination for admission onto the course consists of:

- evaluation of academic qualifications and possible curriculum studiorum;
- in a written test;
- in an interview.

The aim of the tests is to ascertain the preparation, skills and abilities of the candidate for scientific research; the interview includes testing of the knowledge of at least one foreign language (see art. 1).

The Committee gives each candidate:

- up to 30 points for the assessment of academic qualifications and possible curriculum studiorum;
- Up to 30 points for each of the two tests in relation to the qualities identified.

Candidates are admitted to the interview that have achieved a score of not less than 21/30 in the written test. The interview is considered successful if the candidate achieves a score of at least 21/30.

The examinations are held at the University of Bergamo. If not already indicated in this announcement, the calendar of the written test, with indication of the day, month and time in which the same will take place, is communicated to the parties concerned at least 10 days before the date fixed for the test. Invitation to the interview is communicated to those who have passed the written test, at least 10 days before the date fixed for the test, or by means of communication during the competition by the examining committee.

B SELECTION:

Assessment of the qualifications and interview

The selection committee will make the selection in two phases:

- 1st phase: Assessment of the qualifications and documentation submitted with the attribution of a maximum score of 60 points;
- 2nd phase: Admitted to the interview are candidates who, in the first phase, have achieved in the assessment of qualifications a score of not less than 42/60. The interview is considered successful if the candidate achieves a score of at least 21/30.

The interview can take place, if possible and on the basis of the decision of the Committee following the previous request forwarded by the candidate, via video conferencing and in a foreign language and, in any case, includes testing of the knowledge of at least one foreign language (see art. 1) .

If not already established in this announcements, invitation to the interview must be issued at least 10 days before the date fixed for the test.

The interview may also be knowledge-based only without any evaluation.

To participate in the tests, candidates must present an appropriate identification document. At the end of each session dedicated to the oral test, the selection committee compiles the list of the candidates tested, with an indication of the marks obtained by each one. The list, signed by the President and by the Secretary of the Committee, is published on the website of the University. Upon completion of the competition tests, the selection



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committee will compile a list of merit on the basis of the marks obtained by each candidate in each examination and any qualifications.

The documents of the competitions are public and access is permitted in the manner established by law. The Chancellor may postpone access upon conclusion of the competition.

If the announcement reserves a number of places to graduate students in foreign universities, or to fellows of foreign states or on specific programs of international mobility, there may be a specific selection procedure, with the formation of a separate ranking. In this case, any reserved places not allocated may be made available for the selection referred to in the preceding paragraphs.

The calendar of the tests for the admission test onto the courses of research doctorate of the XXIXth cycle is as follows:

COURSE RESEARCH DOCTORATE	OF	TYPE OF SELECTION	DATE AND TIME OF TESTS	PLACE OF TESTS
Analytics for economics and business, AEB		B	<u>Interview only for those admitted</u> (the results of the evaluation of qualifications will be made available on the website of the University): 29 th November 2013 9.00. The afore-mentioned communication has a value of notification to all effects	Via Dei Caniana, 2 BERGAMO
Intercultural humanistic studies		B	<u>Interview only for those admitted</u> (the results of the evaluation of qualifications will be made available on the website of the University): 12 th December 2013 9.00. The afore-mentioned communication has a value of notification to all effects	Via Dei Caniana, 2 BERGAMO
Linguistic sciences		A: assessment of qualifications, written test and interview	Invitation via e-mail at least 10 days before the date fixed for the test.	Via Dei Caniana, 2 BERGAMO
Human capital formation and labour relations		B	<u>Interview only for those admitted</u> (the results of the evaluation of qualifications will be made available on the web site of the University):	Piazzale Sant'Agostino, 2 BERGAMO



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		11th December, from 9.00 a.m. onwards. The afore-mentioned communication has a value of notification to all effects	
Engineering and applied sciences	B	Interview only for those <u>admitted</u> (the results of the evaluation of qualifications will be made available on the web site of the University): 3rd December 2013 9.00 with any continuation on 4th December. The afore-mentioned communication has a value of notification to all effects	Viale Marconi, 5 DALMINE (BG)

Art. 5
SELECTION COMMITTEE

The Chancellor, on a proposal from the Academic Board, appoints with his Decree the committee responsible for the comparative evaluation of the candidates, which is composed of three regular members and two alternate members chosen from among the professors and university researchers in roles also confirmed by other Italian and foreign Universities, experts in the disciplines relevant to the scientific areas covered by the course. A further two experts may join the Committee, including foreigners, chosen within the context of institutions and public and private research structures. The appointment of these experts is mandatory in the case of invitations with public or private subjects, aimed at the funding of scholarships. The Committee appoints the President and the Secretary, choosing from its members.

Art. 6
ADMISSION TO COURSES

Candidates will be admitted to courses according to the ranking order, until filling of the number of places available in the competition.

In the case of equal merit, for the allocation of places with a scholarship, the candidate with a more disadvantaged family economic situation shall take precedence on the basis of the University Equivalent Economic Situation Indicator (ISEEU).

For places without a scholarship the anagraphically younger candidate shall take precedence.

Should there be any withdrawals before the start of the course, other candidates shall be offered the vacated places in the order of the merit list. In the case of placement in several rankings, the candidate must choose only one course of research.



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Art. 7

REGISTRATION, CONTRIBUTIONS OF DOCTORAL STUDENTS AND PROCEDURE FOR EXONERATIONS

Successful candidates will be contacted via e-mail with regard to requirements for registration that will be made on-line; registration must take place within the peremptory time limit of 20 days from the date of receipt of the afore-mentioned e-mail. Failure to do so will result in unsuccessful application.

All doctoral students, at the time of enrolment, are obliged to pay :

- 140.00 Euro per year for the regional tax for the right to study, except otherwise provided for by the Lombardy Region;
- 1,033.00 Euro by way of contribution for enrolment and attendance for the three years of study;
- 16.00 Euro for reimbursement of stamp duty.

Doctoral students eligible for scholarships under former Legislative Decree 68/2012 are entitled to exemption of contributions for access and attendance.

Art. 8

SCHOLARSHIPS, HOUSING AND CATERING

A) Scholarship or research grant

The annual amount of the scholarship is 3,638.47 Euro gross subject to INPS separately managed tax deductions according to current legislation. The scholarships are awarded according to comparative evaluation of merit and according to the order defined in the list of results compiled by the selection committee.

Scholarships funded by external bodies are subject to the successful conclusion of the Agreement between the University and the body in question.

Scholarships funded by external bodies, which provide for the conducting of a particular research activity, are binding on recipients for the performance of this activity.

Funding that may become available before the completion of competitions will enable the implementation of agreements for further scholarships.

In view of the aims and objectives of the Courses of research doctorate, candidates that are recipients of a scholarship funded by external individuals may be offered the option of conversion of the scholarship into an apprenticeship agreement secured by external bodies for higher education to be entered into directly with the funder.

Individual scholarships (as well as any apprenticeship agreements) and the corresponding research projects will be awarded to candidates admitted on the basis of an assessment of consistency with their academic profile, also in agreement with the external body that finances the scholarship.

The scholarships are annual and are regulated in accordance with that established by the regulations.

In the event of withdrawal from the course or suspension by a doctoral student of a scholarship, the latter will lose the right to use the scholarship for the part not undertaken.

The doctoral student, also at the time of admission onto the course of research doctorate, may waive the scholarship, with formal communication to the Chancellor. In this case, the doctoral student, while maintaining their status, loses any right to enjoyment of the same and the entire scholarship or the part not enjoyed can be attributed, in the same



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terms and in the same manner, to the highest ranked of the doctoral students though not scholarship holders.

The scholarship, whose minimum payment is required by law, is paid in monthly instalments

The amount of the scholarship is increased to a maximum of 50% for periods of actual stay abroad of not less than 30 days and not more than 18 months, with the prior approval of the Academic Board for the candidate to conduct their activities abroad.

Starting from the second year, each student is assured, in addition to the scholarship or other financial support and, as part of the financial resources provided by the budget of the University, an amount for the research activities in Italy and abroad, depending on the type of course and in any event of an amount not less than 10 per cent of the same scholarship.

These funds are used in accordance with the procedures provided for research funds allocated to the teaching staff of the University, with the approval of the Coordinator of the Research Doctorate. If the doctoral student is not positively evaluated for the purposes of renewal of the scholarship, or upon waiver of the same, the unused amount remains available to the University.

The scholarship lasts one year and shall be renewed provided that the student has completed the program of activities planned for the previous year, verified according to the procedures laid down in the University Regulations.

For maintenance of the apprenticeship agreements and other forms of financial support referred to in the law in force during the years of courses after the first, the same principles established for maintenance of the scholarships referred to in the University Regulations in paragraph 9 of this article apply.

The above standards do not apply to scholarship holders of foreign states or beneficiaries of financial support within specific mobility programs in relation to the provisions of specific regulations.

B) Scholarship former Legislative Decree no. 68/12

The notice and application for participation in the scholarship provided by the Service for the Student support are available each academic year, in Italian and English, from the middle of July until the end of September at the address: http://www.unibg.it/struttura/struttura.asp?cerca=isu_intro

C) Residential service

In reference to the residential service at one of the university residential halls, it is possible to contact the Service for the Student support (see contacts available at the web page http://www.unibg.it/struttura/struttura.asp?cerca=isu_intro) to check for any availability.

It is also possible to benefit from the service managed by the Print Centre regarding residency in apartments. For further information tel. +39 035 2052 555 - Fax: +39 035 2052 614 E-mail: centro.stampa@unibg.it .

D) Catering service

All doctoral students will have access to the university catering facilities at the External Students rates. Anyone that has, also for the purpose of obtaining the scholarship or the housing Service, ISEE/ISEEU certification relating to 2012 income declared in 2013,



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issued by the CAF in association with the University <http://www.unibg.it/struttura/struttura.asp?cerca=tassestudenti> will enjoy additional discounts according to the parameters provided for inclusion in the bands regarding the payment of university fees.

For further information regarding points B, C, and D, visit the website: http://www.unibg.it/struttura/struttura.asp?cerca=isu_intro

Art. 9

OBLIGATIONS OF THE DOCTORAL STUDENTS AND INCOMPATIBILITY

Admission onto the Course of Research Doctorate involves an exclusive full-time commitment, except as provided by law.

Doctoral students, as an integral part of the training project, may engage in, subject to the approval of the Academic Board, without this leading to any increase in scholarship, tutoring of students in undergraduate and master's degree courses and, within the maximum limit of forty hours in each academic year, supplementary teaching activities.

Doctoral students may, with the authorisation of the Academic Board, may engage in the research activities carried out at the University that are congruent with their training.

The scholarship for the course of research doctorate is subject to the payment of INPS separately managed tax deductions under article 2, paragraph 26, of law 8th August 1995, no. 335, and subsequent modifications; doctoral students enjoy the related protections and rights.

Existing legislation or special leave of absence is applied to state employees admitted onto courses of research doctorate.

Interventions under Legislative Decree 29th March 2012, no. 68 on the right to study are extended to doctoral students with regard to the right to study.

The provisions for the protection of maternity apply to doctoral students pursuant to the Decree of the Minister of Labour and Social Welfare 12th July 2007, published in Official Journal no. 247 of 23rd October 2007.

Doctoral students may undertake external employment activities that should in no way impede the occasional research and training activities, with the approval of the Academic Board.

The doctoral student has the obligation of confidentiality in relation to the activities of research participated in where requested by the Academic Board. In the field of patents the legislation in force shall apply.

Enrolment on course of research doctorate is incompatible with the simultaneous enrolment on degree courses, specialisation courses, TFA, master courses in Italy or other courses of research doctorate in Italy or abroad except in cases of international doctorates and in joint supervision of doctoral theses. Students enrolled on degree courses or master courses, that, having the appropriate qualification, intend to enrol on a course of research doctorate, are required to request a temporary suspension of their career. Students that have registered on non medical specialisation schools are also required to request temporary suspension.

Attendance for the activities of courses of research doctorate is mandatory.



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Attendance for the activities of courses of research doctorate shall be suspended during maternity, at the request of the doctoral student and may also be suspended in the following cases:

- a) in the event of a serious and documented illness;
- b) for serious and justified documented family reasons;
- c) civil service.

In these cases, rights to a possible scholarship are maintained, except with interruption to the relevant provision with subsequent recovery upon resumption of attendance, provided that the annuities of the scholarship do not exceed the duration of the course.

The suspension is granted for a maximum of one year that may also be non-consecutive. With the cause of suspension of the frequency no longer an impediment, the college of teachers shall decide on the mode of resumption of the training activities, on the understanding that in no case may the duration of the course be shortened.

Periods of absence exceeding 30 consecutive days involve the interruption of the provision of the scholarship, where granted. It is the duty of the Coordinator to report the failure by those enrolled on the course to comply with compulsory attendance to the relevant administrative offices.

The course of doctorate shall be withdrawn, as decided by the Academic Board with justified decision, in the case of:

- a) negative judgement at the annual verification of the activity;
- b) unjustified and prolonged absence;
- c) behaviour in contrast with the rules on incompatibility contained in the University's rules and regulations;
- e) in the case of work activities without the written permission of the Academic Board.
- f) for non-acquisition of the university educational credits required in the training plan (if applicable).

Art. 10

ACHIEVEMENT OF THE QUALIFICATION

Upon conclusion of the course, the Academic Board expresses an opinion on the overall activity of each doctoral student.

Within 15 days from the conclusion of the course of research doctorate, candidates who have received authorisation from the Academic Board may submit to the competent office of the University an application for admission to the final examination. Upon receipt of the names from the members of the selection committee, the candidates shall send them a copy of their dissertation together with the judgement of the Academic Board.

The Chancellor, on a proposal from the Academic Board, may grant only one extension for a maximum period of one year, as an exception to the terms determined for the purposes of further exploration of the thesis.

The title of doctor of research, abbreviated with the letters: "*Doc. Res.*" or "*Ph.D.*", is issued following the positive evaluation of a research thesis that contributes to the advancement of knowledge or methodologies in the field of inquiry selected. The doctoral thesis, accompanied by a summary in Italian or English, is prepared in Italian or in English or in another language provided that permission is granted by the Academic Board. The thesis, to which is attached a report by the doctoral student on the activities carried out



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during the course of research doctorate and on any publications, is assessed by at least two highly qualified teachers, also belonging to foreign institutions, external to persons that have contributed to the issuance of the course of research doctorate, hereinafter referred to as Assessors. The Assessors express a written analytical assessment on the theory and propose admission to public discussion or postponement for a period not exceeding six months if they deem significant additions or corrections are necessary. After this period, the argument is in any case admitted for public discussion, accompanied by a new written judgement by such assessors, produced in the light of the corrections or additions that may have been made.

Public discussion of the thesis takes place before a committee appointed by decree of the Chancellor, on a proposal by the Academic Board.

The selection committee is composed of at least 4 members, selected from among the professors, researchers and experts in the disciplines relevant to the academic areas covered by the courses; in any case at least two members must be university professors. Members of the Academic Board and tutors for the relevant doctoral students may not be part of the Committee. The Committee appoints the President and the Secretary.

The Committee is obliged to conclude the evaluation within 90 days from the date of the Chancellor's Decree of appointment; after that date, the Committee that has not concluded its work is disbanded and the Chancellor appoints a new Committee excluding the former dismissed members.

Upon conclusion of the discussion, the thesis, with a written justified collegial judgement is approved or rejected.

The Committee, by unanimous vote, may decide to give praise for results of special academic importance.

Within 30 days of discussion and approval of the thesis the University shall file a copy, in electronic format, in the ministerial data base. Subject to the approval of the Academic Board, parts of the thesis may be made unavailable in relation to the use of data protected by trade secrets pursuant to the regulations in force.

The issuance of certification of attainment of the qualification is subject to the filing of the final thesis in the institutional file of the University of Bergamo with open access which will ensure its conservation and public consultation.

The obligation of filing of the thesis at the national central libraries of Rome and Florence persists.

Art. 11

INTERNATIONAL AGREEMENTS OF JOINT SUPERVISION OF RESEARCH DOCTORATE THESES

Within the framework of the international agreement of joint supervision concluded by the University of Bergamo with a foreign university, the doctorate of research thesis may be carried out with the supervision of a teacher from each of the two institutions.

The conducting of research may be carried out, for alternating periods, at the two facilities and the final thesis may be developed and discussed with the supervision of a teacher from each institution.

The joint supervision agreement must be approved by the Academic Board and by the Doctoral School.



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The Committee for conferring of the qualification, provided by the University's rules and regulations, must include at least one scientific representative of the two countries. The doctorate of research thesis thus processed will be discussed in a single place and then upon discussion, as a result of a favourable report of the Committee, a double qualification of research doctor will be issued by the Universities which enter into the agreement.

The research doctorate thesis is written in the language of one of the countries concerned or in English and will be supplemented by a summary the another language.

The title of Doctor of research is completed with the wording "thesis joint supervised with the University of".

The title of "**Doctor Europaeus**" has been introduced.

The University, at the request of the concerned party and following a favourable opinion of the Academic Board, issues certification of "Doctor Europaeus" that is additional to the national title of research doctor where the following four conditions are fulfilled:

- a) discussion of the final thesis after the presentation of two counter reports on the thesis work by two professors from two universities in different European countries from that in which the thesis is discussed;
- b) at least one member of the committee that awards the qualification must belong to a university of a European country different from that in which the thesis is discussed;
- c) discussion of the thesis, at least in part, in one of the official languages of the European Union, other than that of the country in which the thesis is discussed;
- d) part of the research presented in the thesis must have been carried out during a stay of at least 3 months in a European country other than that of the country in which the thesis is discussed.

Art. 12

PROCESSING OF PERSONAL DATA

The personal data collected will be the subject of processing according to the provisions of art. 18 Legislative Decree 30th June 2003, no. 196 and subsequent modifications in compliance with the criteria of fairness and transparency, and exclusively for the purposes for which it was compiled with the assistance of paper, computer and telematic instruments and with the adoption of all appropriate measures to ensure its security.

The same information may only be communicated to the public administration directly involved in the legal and economic position of the successful candidates.

Art. 13

PROCEDURE MANAGER

Procedure manager for these selections is Dr. Natalia Cuminetti - Head of the U.O. Management of competition procedures and selections of the General Administrative Services of the University of Bergamo Via Dei Caniana, 2 - 24127 Bergamo, fax +39 035/2052.862, e-mail: selezionipersonale@unibg.it.

Additional administrative information and detailed rules can be requested directly from Dr. Zara Zappella at the General Administrative Services - U.O. Management of competition procedures and selections - located in Via dei Caniana, 2 - 24127 Bergamo, tel. +39 035/2052.876, fax +39 035/2052.862.



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Art. 14

MANAGER FOR THE PREVENTION OF CORRUPTION

We would like to inform you that at the University of Bergamo, the three-year plan for the prevention of corruption 2013 - 2015 was approved within the meaning of Law no. 190 of 6th November 2012 and the DiChancellor General Dr. Giuseppe Giovanelli was appointed to the role of prevention of corruption.

Any reports of irregularities of the process may be made to the e-mail address [prevenzione.corruzione @unibg.it](mailto:prevenzione.corruzione@unibg.it)

Art.15

COMPLIANCE FOR PUBLICATION

The announcement for selection will be published in the complete version on the website of the University of Bergamo at the address http://www.unibg.it/struttura/struttura.asp?cerca=bandi_dottorati, while the English version will be available at the following address: http://www.unibg.it/struttura/en_struttura.asp?cerca=en_dottorati_home.

The announcement of selection will be published by notice in the computerised Register of the University, in the Competitions and exams Official Journal, on the MIUR website at link <http://bandi.miur.it> and on the website of the European Union at the link <http://ec.europa.eu/euraxess>.

Art. 16

REFERRAL REGULATIONS

For matters not explicitly covered in this announcement, reference should be made to the provisions contained in art. 19 of Law 30th December 2010, no. 240 in the University Regulations currently in force regarding Courses of research doctorate and Italian Presidential Decree 487/1994, as amended by Italian Presidential Decree 693/96.



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EXAMPLE OF THE APPLICATION OF EQUIVALENCE FOR QUALIFICATION OF STUDY

FOR THE SELECTION COMMITTEE

OF THE COURSE OF RESEARCH DOCTORATE IN _____

The undersigned (full name) _____ born in _____
_____ (Prov. _____) on _____ residing at _____
(Prov. _____) road _____ Postal code _____

R E Q U E S T S

equivalence of their qualification of study in **(Specify: the original name of the academic title to be recognised, the date, place and the University where this was obtained, the duration of the university studies)** to an Italian degree, only for the purposes of admission onto the competition for the Course of research doctorate in.....

To this end, aware of criminal sanctions, in the case of perjury, referred to by art. 76 of Italian Presidential Decree 445/2000 the candidate attaches the following documents:

(Please attach all the documents deemed appropriate subject to evaluation of the Academic Board):

- *declaration of value on the qualification for which recognition is being requested, issued by the Italian diplomatic or consular mission in the country to whose educational system the same qualification relates;*
- *original academic qualification for which recognition is being requested or, accompanied by an official translation in Italian and by a declaration of value, issued by the Italian diplomatic or consular mission in the country to whose educational system the same qualification relates;*
- *original certificate with detail of the courses attended and exams completed abroad in order to obtain the foreign qualification for which recognition is being sought;*
- *official translation into Italian of the certificate referred to in the previous point;*
- *programs of study (on the letterhead of the foreign university or corroborated by the stamp of the same university) of all the disciplines included in the foreign curriculum (e.g. exams), with a translation in Italian; the authenticity of these programs, as well as all the previous documentation, must be confirmed by the Italian diplomatic or consular mission in the original country.*

Address chosen for the effects of the competition:

City _____ (Prov. _____) road _____ postal
code _____ phone number _____ e-mail: _____
(for foreign nationals, indicate an Italian address chosen as personal domicile)

Date,

Signature
