



1506  
UNIVERSITÀ  
DEGLI STUDI  
DI URBINO  
CARLO BO



Finanziato  
dall'Unione europea  
NextGenerationEU



Italiadomani  
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## SELECTION CALL FOR ADMISSION TO THE XXXIX CYCLE Ph.D. PROGRAMMES (ACADEMIC YEAR 2023/2024)

(Issued with Rectoral Decree no. 263 on May 30th, 2023)

**DEADLINE FOR APPLICATION: JUNE 29<sup>TH</sup>, 2023 at 11 am (Italian time)**

### Art. 1

#### Opening of the selection procedure

The University of Urbino Carlo Bo opens for the Academic Year 2023/2024 (XXXIX cycle) a public competitive selection for admission to the Ph.D. Programmes in:

- Biomolecular and Health Sciences
- Global Studies. Economy, Society and Law
- Research Methods in Science and Technology
- Humanities

This notice regulates access to the aforementioned Ph.D. programmes. In addition to the ordinary places, the University has provided for the assignment of scholarships from the PNRR funds pursuant to Ministerial Decrees no. 117 and 118 of 2 March 2023 (Art. 2).

According to Ministerial Decree 226 issued on December 14<sup>th</sup> 2021, the actual activation of the Ph.D. Programmes is subject to the positive conclusion of the accreditation procedures at the Italian Ministry of University and Research (MUR). In case of revocation of the accreditation, the activation of the Ph.D. Programmes is suspended.

With reference to PNRR-funded scholarships (Ministerial Decrees 117 and 118/2023), the Italian Ministry for University and Research (MUR) will proceed with the verification of the eligibility of the projects for the PNRR funding and the Italian National Agency for the Evaluation of Universities and Research Institutes (ANVUR) with the verification of their consistency with the foreseen requirements. Once these checks have been completed, the MUR will communicate the ultimate allocation of the funding due to each university. Therefore, admission to Ph.D. programmes with such scholarships is to be considered conditionally subject to the positive verification of consistency and eligibility and the assignment of ministerial funding.

This announcement is drawn up in Italian and in English in compliance with the provisions of current legislation on the subject and with the University Ph.D. Regulations and is published on the official register of the University of Urbino (<https://www.uniurb.it/alboufficiale>) and on the university website at the page: <https://www.uniurb.it/international/regular-students/phd-programs>. The notice is also published on the European Euraxess website and on the website of the Italian Ministry of University and Research (MUR).

The table at the end of this selection call (Annex A) specifies relevant information for each PhD Programme: the Department in charge of administrative procedures, the duration of the programme, the total number of available places with and without a scholarship, the types of scholarships available and the topics, the selection procedure and the exam calendar.

The number of positions with scholarships may be increased following additional public and private funding.



The Ph.D. Programmes are illustrated at the website <https://www.uniurb.it/international/regular-students/phd-programs>

The direct link to the page of each Ph.D. Programme is specified in the relevant table in Annex A.

The Ph.D. Programmes last 3 years, will commence on 1st November 2023 and end on 31<sup>st</sup> October 2026, except for different timing eventually dictated by MUR and ANVUR in the case of PNRR scholarships.

**This very call is an official notification valid for all legal purposes.** No private communication will be sent.

The University assumes no responsibility for the dispersion of communications due to inaccurate indications of personal contact details by the candidate or to failure or late communication of their change or to technological problems.

Any changes or additions to the contents of this notice and all the acts of the selections will be made known by publication on the website of the University of Urbino Carlo Bo at the following link: <https://www.uniurb.it/phd>, by selecting the relevant Ph.D. programme and clicking on "Official documentation".

Applicants failing to comply with the requirements stated in this Selection call will be excluded from the selection procedure.

## Art. 2

### **PNRR-funded restricted thematic scholarships (D.M. 117/2023 and D.M. 118/2023)**

The Ministerial Decree of 2 March 2023, n. 118 and the Ministerial Decree of 2 March 2023, n. 117 provided for the allocation of resources from the PNRR NextGenerationEU funds for admission to the Ph.D. programmes of the XXXIX cycle, active and accredited pursuant to the Ministerial Decree 226/2021.

Research projects must be:

- consistent with the objectives and purposes of Regulation (EU) 2021/241, with the general strategy and the detailed Sheet of the Component of the PNRR;
- oriented towards the achievement of results measured with reference to milestones and targets possibly assigned to the Investment in the terms established by the Plan;
- compliant with the principle "do not cause significant damage" (DNSH) pursuant to art. 17 of Regulation (EU) 2020/852 in line with the technical guidelines prepared by the European Commission (Communication of the European Commission 2021/C58/01);
- capable of addressing and bridging gender inequalities;
- in support of the participation of women and young people, also in line with the provisions of the decree-law of 31 May 2021, n. 77 (so-called Simplification Decree), amended by the conversion law of 29 July 2021, n. 108, relating to the management of the National Recovery and Resilience Plan (PNRR).

### **2.1 PNRR-funded restricted thematic scholarships D.M. 117/2023**

The University of Urbino Carlo Bo, in implementation of the Ministerial Decree of 2 March 2023, n. 117 announces under the PNRR, Mission 4 "Education and research", Component 2 "From Research to Business" - Investment 3.3 "Introduction of innovative doctorates that respond to the



innovation needs of companies and promote the recruitment of researchers from companies" no. 3 scholarships with restricted topics, funded by the European Union - NextGenerationEU and co-

financed by companies, for the attendance of the following Ph.D. programmes of the XXXIX cycle, active and accredited pursuant to the D.M. 226/2021:

Ph.D. Programme	Number of scholarships D.M. n. 117/2023
Global Studies. Economy, Society and Law	1
Research Methods in Science and Technology	2

The PNRR-funded scholarships pursuant to D.M. no. 117/2023, attributable exclusively in the year 2023, are selected and compulsorily assigned on the restricted research topics listed in the dedicated section of the table of each Ph.D. programme (Annex A).

## 2.2 PNRR funded restricted thematic scholarships D.M. 118/2023

The University of Urbino Carlo Bo, in implementation of the Ministerial Decree of 2 March 2023, n. 118, pursuant to the PNRR, Mission 4, component 1 "Enhancement of the offer of education services: from nursery schools to the University" - Investment 3.4 "Didactics and advanced university skills" and Investment 4.1 "Extension of the number of research doctorates and innovative doctorates for public administration and cultural heritage" announces n. 18 scholarships with specific topics funded by the European Union - NextGenerationEU for the attendance of Ph.D. programmes of the XXXIX cycle, active and accredited pursuant to the D.M. 226/2021:

	M4C1 – Inv. 3.4	M4C1 – Inv. 4.1			TOT.
	Digital and Environmental Transitions	PNRR	Public Administration	Cultural Heritage	
Biomolecular and Health Sciences		3			3
Global Studies. Economy, Society and Law		1	2		3
Research Methods in Science and Technology	1	4	2		7
Humanities		1	2	2	5

The PNRR-funded scholarships pursuant to Ministerial Decree no. 118/2023, attributable exclusively in the year 2023, are selected and compulsorily assigned on the restricted research topics listed in the dedicated section of the table of each Ph.D. programme (Annex A).

### Art.3

#### Admission requirements

Applicants, without any limitations of gender, age and citizenship, can submit their application if they hold one of the following degrees/qualifications by the deadline of this Call:



- a) Italian University Degree awarded prior to the reform (ante D.M. 509/99);
- b) Italian Laurea Specialistica (D.M. 509/99) or Laurea Magistrale (D.M. 270/04) degree;
- c) Other qualification equivalent to the degrees mentioned in the previous letters or higher academic titles issued by tertiary education institutions belonging to the AFAM (High Training in Arts) sector;
- d) Equivalent foreign academic qualification obtained abroad (Master's degree or equivalent) released by an officially recognized academic institution. The eligibility of the degree will be assessed by the Selection Board for the sole purpose of the admission to the selection procedure<sup>1</sup>. Such degree must be comparable to an Italian Master's degree (*Laurea Magistrale*) in terms of level and fields of study and must be valid for enrolment in a Ph.D. Programme in the country where it has been issued.

The selection procedure is also open to candidates who will achieve the qualification referred to in points a), b), c) or d) by **31<sup>st</sup> October 2023**. In this case, admission to the Programme is “conditional” on the achievement of the qualification. The documentation proving the achievement of the qualification must be sent by email to the Ph.D. Office ([dottorato@uniurb.it](mailto:dottorato@uniurb.it)) **under penalty of forfeiture**.

Candidates who have already obtained a Ph.D. title may take part in the selection procedure to be admitted to a second Ph.D. programme as long as the prevailing topics and scientific-disciplinary sectors are different from those relating to the Ph.D. programme for which the degree was awarded. Those who have already benefited, even partially, of a scholarship for a research doctorate course in Italy cannot benefit from another doctoral scholarship.

**All candidates are admitted to the selection procedure, subject to verification of self-certifications in line with art. 43 of DPR n. 445 of 28 December 2000.**

The **mandatory documentation regarding the requested academic qualification** to be uploaded during the online application procedure is as follows:

#### **A. Candidates holding an Italian degree/academic qualification**

**Qualification already achieved:** self-certification, pursuant to article 46 of the Presidential Decree 28/12/2000, n. 445 and subsequent amendments, with the indication of the exams taken with relevant credits and marks and of the date and grade of graduation.

**Qualification to be achieved by October 31<sup>st</sup> 2023:** self-certification, pursuant to article 46 of the Presidential Decree 28/12/2000, n. 445 and subsequent amendments, with an indication of the exams taken with relevant credits and marks.

**If the university studies of the candidate are divided into first and second level, the documentation regarding the first level (Laurea Triennale/Bachelor's Degree), including the list of exams taken, must also be attached.**

The self-certification can normally be downloaded from the online secretariat of the University where the degree was or will be awarded.

Candidates who have achieved or will achieve their degree at the University of Urbino can download the self-certification from the online secretariat Esse3 (<https://uniurb.esse3.cineca.it/Home.do>).

<sup>1</sup> <https://www.cimea.it/EN/pagina-riconoscimento-accademico>



Alternatively, the self-certification can be produced independently. A template is available at the following link: <https://www.uniurb.it/studiaconnoi/laureati/dottorati-di-ricerca/informazioni-perammissione>.

## B. Candidates holding a foreign degree/academic qualification

### Qualification already achieved

Copy of the academic diploma requested for the admission to the Ph.D. programme accompanied by the list of exams taken with relevant credits and marks (Transcript of Records) and, if available, by the Diploma Supplement<sup>2/</sup> Rector's Decree of equivalence/Statements of comparability and verification issued by CIMEA, the Italian ENIC-NARIC centre<sup>3</sup>.

### Qualification to be achieved by October 31<sup>st</sup> 2023

Enrolment certificate including the list of exams taken with relative credits and marks (Transcript of Records).

**If the university studies of the candidate are divided into first and second level, the first level degree diploma (Bachelor's degree) and the list of exams taken to obtain the relative title (Academic Transcript of Records of Bachelor's degree) must also be attached.**

Certificates in Italian or English are accepted under penalty of exclusion from the competition. In cases where self-certification is not permitted (e.g. non-EU candidate with a qualification obtained abroad), if the official documentation issued by the university where the qualification was obtained is not already in English, the candidate must attach also a certified translation in Italian or English. The Commission assesses the suitability of the foreign qualification based on the documentation attached to the application for admission to the competition and can therefore exclude the candidate even if the documentation submitted does not provide sufficient elements for the assessment.

The scientific suitability of the foreign qualification is ascertained by the Selection Board, in compliance with the legislation in force in Italy and in the country where the qualification was issued as well as with international treaties or agreements regarding the recognition of qualifications for further studies.

Candidates holding a foreign academic qualification whose equivalence to a second level Italian qualification has not yet been recognized by the competent academic bodies of an Italian University must request, during the online application procedure, the evaluation of their qualifications and will be admitted conditionally to the selective procedure.

Any additional admission requirements requested for admission to the selection procedure under penalty of exclusion, are indicated in Annex A to this announcement and must be met on the expiry date of the announcement. The verification of the existence of these requirements is the responsibility of the Selection Board.

## Art. 4

**Application procedure and deadline** Under penalty of exclusion, the application form to the selection procedure, including the mandatory documentation, must be submitted **by and no later**

<sup>2</sup> <http://www.cimea.it/en/servizi/il-sistema-italiano-di-istruzione-superiore/diploma-supplement.aspx>

<sup>3</sup> <https://www.cimea.it/EN/pagina-attestatati-di-comparabilita-e-verifica-dei-titoli>



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than **June 29<sup>th</sup> 2023, h 11:00 a.m. (Italian time)**, exclusively using the **dedicated online procedure PICA** available at the following link:

**<https://pica.cineca.it/uniurb/dottorato39>**

It is also possible to access the application procedure using SPID (Public Digital Identity System), choosing the University of Urbino Carlo Bo from the page of available institutions.

The requested documentation specified for each Ph.D. Programme in Annex A as well as a copy of a valid identity document must be attached to the application form in PDF format (maximum size of each attachment: 30 Mb).

**The application is to all effects of law a self-certification, pursuant to articles 46 and 47 of the Italian Presidential Decree 445/2000 and subsequent amendments, of the data contained therein as well as in the attachments.**

Candidates who intend to apply to more than one Programme must submit an application for each chosen Ph.D. Programme.

Within each Ph.D. programme, candidates who wish to compete for a place with a thematic scholarship (PNRR D.M. 117 or 118/2023) must indicate this in the application, selecting the relative topic. This option will be configured as a binding priority choice.

In the Ph.D. programme in **Global Studies. Economy, Society and Law** and in the Ph.D. programme in **Research Methods in Science and Technology**, candidates who choose to compete for a PNRR thematic scholarship can request to compete also for free-topic positions.

For the Ph.D. Programme in **Biomolecular and Health Sciences**, candidates who wish to compete for places with a priority research topic scholarship must indicate this in the application form, selecting only one topic. This choice will be binding. Candidates who compete for places with a priority research topic scholarship automatically compete also for free topic positions.

For the Ph.D. Programme in **Biomolecular and Health Sciences**, candidates who wish to compete for the position funded by an external body, must indicate this in the application form. This choice will be binding.

For the Ph.D. Programme in **Humanities**, which is divided into 4 curricula, the candidate must choose and indicate the curriculum he/she wants to apply for. It is only possible to apply for one curricula of the Ph.D. Programme.

Separate rankings will be drawn up for each curriculum.

For each of the Ph.D. Programmes, candidates who meet the requirements who wish to compete also for the positions with scholarship reserved for candidates with a foreign degree must compulsorily indicate this in the application form.

All other positions (with and without scholarship) are open to both candidates with an Italian Degree and candidates with a foreign Degree.

Candidates interested exclusively in a position without scholarship must indicate this in the online application procedure for the purpose of merit ranking defining. The choice is irrevocable.

Only candidates who have expressly requested it in the admission application will be able to compete

Pag. 6/17



for scholarships with a specific topic, for PNRR funded scholarships and for scholarships reserved to candidates holding a foreign degree. These choices are irrevocable.

Candidates must pay the non-refundable **competition fee of euro 30,00**. The payment of the competition fee to the University of Urbino Carlo Bo must be made using the modalities provided by the online application procedure.

Non-EU candidates who have been recognized an **international protection status**, as defined by the Italian Legislative Decree n. 251 of November 19, 2007, article 2, are exempted from paying the competition fee. They must declare such status in the online application and attach the official documentation attesting to their international protection status. Failure to attach the relevant documentation will result in the exclusion from the selection procedure.

At the end of the online procedure, the application will be registered. In confirmation of the correct submission of the application, the candidate will receive a communication to the email address he/she provided in the application itself containing the identification number of the application, needed for any subsequent communication as well as to consult the results of the selection procedure which will be published at the link <https://www.uniurb.it/phd> on the page of each PhD programme under "Official documentation".

Candidates are held responsible for the correct conclusion of the application procedure.

Any documentation presented by methods other than the dedicated online procedure will not be accepted. No documents must be sent nor delivered to the Ph.D. Office.

**Applications which are at the stated deadline have not been correctly concluded (not submitted, in the absence of due payment or submitted in any different way other than the online procedure outlined above) will not be considered for the selection procedure.**

Complaints related to potential problems due to a system overload close to the deadline will not be taken into consideration. Candidates are therefore strongly invited to complete the application form, to pay the competition fee and to submit the application well in advance of the deadline to avoid running into any technical problems.

Once submitted, the online application will no longer be editable. The candidate can withdraw the application using the dedicated procedure on the PICA platform and submit a new application, paying again the competition fee.

For any further information or communication, please contact the Ph.D. Office ([dottorato@uniurb.it](mailto:dottorato@uniurb.it)).

#### 4.1 Reference letters

If requested for the specific Ph.D. Programme in Annex A, once the application form has been submitted and within the same deadline (**June 29<sup>th</sup> 2023, h 11:00 am - Italian time**), the candidate can re-enter the online procedure and request two reference letters using the dedicated function.

The referees will automatically receive an email from the PICA with instructions on how to fill in and submit the reference letter form through the platform. Referees must submit their references no later than **July 4<sup>th</sup> 2023, h 11:00 am (Italian time)**.

The candidate can monitor the submission of the Reference letters by the referees directly on the online platform.



**Reference letters attached directly to the application form by the candidate or submitted in ways other than the one described above will not be considered.**

#### **4.2 Candidates with disabilities or Specific Learning Difficulties (SpLD)**

Applicants with disabilities or with specific learning disabilities who intend to request the support provided for by current legislation must do so using the relevant function of the online procedure available once the application has been submitted.

The certification of disability must be:

- issued by INPS, pursuant to law no. 118 of 30 March 1971 (civil invalidity);

or

- issued by the competent public health facility for the area, pursuant to law no. 104/92 and subsequent amendments (certificate of handicap).

DSA certifications must:

- meet the criteria of the 2011 Consensus Conference;
- be issued by NHS structures or by accredited bodies no earlier than 3 years from the date of the admission interview, except in the case of certifications drawn up after the age of majority (art. 3 Law n. 170/2010 and subsequent State-Regions Agreement of 07/24/2012).
- be complete with diagnosis and reference nosographic codes, according to Law 170/2010

Applicants with disabilities or with specific learning disabilities (DSA) residing in foreign countries who intend to take advantage of the measures referred to in the previous paragraph, must present a certificate certifying the status of disability or DSA issued in the country of residence accompanied by a translation certified in Italian or in English.

**Failure to upload the documentation within the terms set out in this announcement will not give the right to use the requested support.**

According to the Italian law number 104 of February 5th 1992 and subsequent amendments and additions, and Law number 170 of October 8th 2010, **candidates with disabilities or Specific Learning Difficulties (SpLD)** can request extra time and/or assistance during the selection procedure.

Once the candidate has submitted the application form, he/she can request extra time and/or assistance using the dedicated section of the online procedure and providing a medical certificate supporting the validity of the request.

Documentation that can be presented to request personalized support includes:

- Certification pursuant to Italian Law 104/1992 (issued no longer than 3 years ago)
- Civil disability certification
- SpLD certification (issued by structures of the National Health Service or by specialists and structured accredited for this purpose).

Candidates with disabilities or with specific learning disabilities (SpLD) residing in foreign countries must present a certification attesting the status of disability or SpLD issued in the country of residence accompanied by a sworn translation into Italian or English.

Based on the documentation provided and, if necessary, following an interview with dedicated staff and with methods to be agreed upon, adequate support for the selection procedure will be foreseen.





## Art. 5 Selection procedure

The selection procedure consists of an evaluation of the qualifications and documentation provided and an oral exam (videoconference interview).

A total of 80 points can be scored for the whole selection procedure, allocated as follows.

A maximum of 20 points is awarded to the assessment of the titles and documentation detailed for each Ph.D. Programme in Annex A.

A maximum of 60 points is awarded to the oral interview.

The final score will result from the sum of points awarded to the assessment of qualifications and to the oral interview.

The assessment of qualifications is made by the Selection Board before the oral exam (interview). **The outcome of the qualification assessment process will be published, prior to the oral interview, on the university website, at the link <https://www.uniurb.it/phd>, on the page of each PhD programme.**

The following information is detailed for each Ph.D. Programme in Annex A:

- Eventual minimum points requested at the qualification assessment in order to be admitted to the interview;
- Topics of the interview;
- The date and the starting time of the interviews. **This information must be considered an official convocation valid for all legal purposes. No communication will be sent to individual candidates.**

Any change in the date and time of the oral exam will be published on the university website, at the page: <https://www.uniurb.it/phd>.

The selection procedure is carried out by ensuring an appropriate comparative assessment of the candidates.

### **5.1. Procedure for the remote oral interview**

Candidates admitted to the interview, will take the oral exam via videoconference and must ensure the use of a webcam to allow their identification by the Selection Board.

Before the beginning of the interview, under penalty of exclusion from the selection procedure, **each candidate must show to the Selection Board the same Identity Document of which a copy has been attached to the application form.**

The failure to connect, the unavailability of the candidate on the day or time established or the failure to produce the valid identification document as stated in the previous paragraph constitute grounds for exclusion from the selective procedure.

The University of Urbino declines any responsibility for the eventuality that technical reasons prevent the smooth conduct of the oral interview.

Oral exams, also when carried out remotely, are public.

The oral examination also includes an **evaluation of English language skills and proficiency**. To be considered eligible, a candidate must get no less than 40 points at the oral exam (interview).



The **results of the oral interviews** will be published on the university website, at the link <https://www.uniurb.it/phd>, on the page of each Ph.D. programme.

## Art. 6 Selection Boards

The members of the Selection Boards will be appointed in compliance with current regulations and with the provisions of the Ph.D. Regulations of the University of Urbino Carlo Bo.

For the selection procedure for the scholarships under Ministerial Decree 117/2023, the participation of the legal representative of the company that co-finances the scholarship or one of his delegates is also envisaged for each scholarship.

The minutes of each selection procedure will be sent by the Chairperson of the Selection Board to the Rector for final approval.

## Art. 7 Ranking

At the end of the selection procedure, the Selection Board will draw up the general merit ranking, or specific merit rankings when foreseen, for admission to the Ph.D. Programme. Candidates will be admitted according to such merit rankings.

In the event of two or more candidates with the same score in the merit ranking, the assessment of the economic condition prevails for the allocation of places with scholarship, while for the assignment of places without scholarship the candidate with the lowest age prevails.

**7.1 The scholarships reserved to candidates entering the competition with a foreign academic qualification** (Master's Degree or equivalent) will be assigned to the first candidates in the merit ranking in possession of the requirements. In any case, only candidates who have specifically requested it in their application can compete for these positions.

In the case of absence of eligible candidates, the scholarships cannot be awarded.

### **7.2 Allocation of positions for priority themed scholarships**

In the case of the Ph.D. Programme in **Biomolecular and Health Sciences** in which priority themed scholarships are foreseen, the general admission ranking to the Ph.D. Programme will indicate whether candidates are eligible for the priority-themed scholarships for which they have applied.

If more than one candidate is eligible for the same priority scholarship, the Commission will assign the scholarship on the basis of the merit ranking.

### **7.3 Allocation of the restricted topic position funded by an external body**

For the Ph.D. programme in **Biomolecular and Health Sciences**, the eligibility of candidates for the restricted-topic scholarship for which they have applied for will be indicated in the general ranking for admission to the Programme and the scholarships will be assigned on the basis of the merit ranking.

### **7.4 Assignment of positions for Ph.D. Programmes with separate rankings by curricula**

For the Ph.D. Programme in **Humanities**, which is divided in 4 curricula, the rankings are specific for each curriculum and candidates are admitted to each curriculum up to the number of positions available for that curriculum.

If the number of candidates admitted to a curriculum is lower than the foreseen positions, the remaining scholarships can be assigned to candidates who have competed on the other curricula, according to a general merit ranking, compiled on the basis of the score obtained in the selection procedure and formed by those who are admitted without a scholarship and those who resulted suitable within the same Ph.D. Programme.

### **7.5. Assignment of PNRR thematic scholarships (D.M. 117 and 118/2023)**



For the thematic scholarships PNRR D.M. 117 and 118, two separate rankings will be drawn up. If several candidates are found to be suitable for the same thematic scholarship, the Selection Board will assign the scholarship on the basis of the relevant merit ranking.

In Ph.D. programmes which provide for the possibility for candidates to compete for both types of positions, a candidate who is the winner of both a PNRR scholarship and an ordinary position will have to choose the PNRR thematic scholarship.

The Rector, with his own decree, approves the merit rankings declaring the candidates usefully placed in the merit ranking as winners.

**The Rector's Decree with the final merit ranking will be published in the Official Register of the University ([www.uniurb.it/alboufficiale](http://www.uniurb.it/alboufficiale)) and on the webpage <https://www.uniurb.it/phd> on the page of each PhD programme.**

In the event that the candidate is a winner in more than one doctoral course at the time of enrollment, he/she must exercise the right of option for only one course.

**No private communication will be sent: the publication of the merit ranking shall constitute the sole and official means of communication to the interested parties.**

#### Art.8

#### Enrolment in the Ph.D. Programmes

Successful candidates are admitted to the Ph.D. Programmes according to the ranking position and in a number equal to the number of places available.

**Winning candidates must enrol within the deadline indicated in the Rector's Decree reporting the merit ranking; failure to do so will be considered as a tacit renunciation.**

For the enrolment procedure, please check the following link:  
<https://www.uniurb.it/international/regular-students/phd-programs/enrolment-procedure-to-the-first-year>

**The enrolment of successful applicants that have not yet achieved their academic qualification will be made contingent upon the actual earning of their degree.**

The achievement of the qualification must be communicated to the Ph.D. Office within the deadline indicated in the Rector's Decree with the merit ranking.

Failure to obtain the qualification will result in the exclusion from the Ph.D. Programme.

**Winning candidates with foreign academic qualifications must also provide:**

**1 - For qualifications achieved outside the European Union:** statements of comparability and verification issued by CIMEA, the Italian ENIC-NARIC centre<sup>4</sup>.

**2 - For qualifications achieved in a country belonging to the European Union:** Diploma Supplement in English or statements of comparability and verification issued by CIMEA, the Italian ENIC-NARIC centre<sup>4</sup>.

The Carlo Bo University of Urbino has signed an agreement with CIMEA for the evaluation and verification services of foreign qualifications through the use of the DiploME platform. To take

<sup>4</sup> <https://www.cimea.it/EN/pagina-attestatati-di-comparabilita-e-verifica-dei-titoli>



advantage of this agreement, please use the following link to register to the platform:  
<https://cimea.diplo-me.eu/uniurb/#/auth/login>

Candidates holding a foreign qualification who should not produce the required documentation at the time of enrolment will be enrolled conditionally and will be excluded from the Ph.D. Programme with the obligation to return the unduly received scholarship instalments, if:

- they did not deliver this documentation within the deadline indicated in the Rector's Decree reporting the merit ranking;
- following verification, the qualification produced did not comply with the requirements of this call.

Once enrolled, non-EU winners must deliver to the Ph.D. Office a copy of their residence permit/card or a copy of the receipt proving that they have requested their residence permit to the competent authorities.

## Art. 9

### Reallocation of vacant positions

In case of an express or tacit renunciation of winning candidates, other suitable candidates will take over the positions according to the following criteria:

**9.1 Reallocation of positions with scholarship:** if positions with scholarship become available following an express or tacit renunciation (forfeiture of enrolment at the expiry of the enrolment deadline), other suitable candidates who have sent a manifestation of interest in taking over a position with scholarship will take over such positions according to the order of the merit ranking. Those who have declared to compete exclusively for positions without a scholarship during the application procedure cannot take over a position with scholarship.

**9.2 Reallocation of positions without scholarship:** if a position without scholarship becomes available following an express or tacit renunciation (forfeiture of enrolment at the expiry of the enrolment deadline), another suitable candidate who has sent a manifestation of interest in taking over a position without scholarship will take over such position according to the order of the merit ranking.

**9.3 Reallocation of positions with scholarship reserved to candidates with a foreign academic qualification:** scholarships reserved to candidates accessing the competition with a foreign academic qualification (Master's degree or equivalent) can eventually be reassigned to the first candidates in the merit ranking in possession of the requirements, provided that in the application they have declared to compete also for such positions. In the absence of eligible candidates, such scholarships cannot be awarded.

**9.4 Reallocation of priority-theme scholarships:** if priority thematic scholarship become available following express or tacit renunciation or forfeiture of enrolment of winning candidates, the positions will be offered to other suitable candidates who have expressed interest in taking over with scholarship according to the ranking order. In the absence of eligible candidates, these scholarships are made available as free-topic scholarships.

**9.5 Reallocation of the restricted scholarship financed by an external body:** in the absence of eligible candidates, the scholarship will not be assigned.

**9.6 Reallocation of PNRR-funded thematic scholarships:** PNRR-funded thematic scholarships can be reassigned to the subsequent candidates in the relative ranking, who are found to be suitable for the same restricted topic. In the absence of eligible candidates, the scholarships will not be assigned.

**The manifestation of interest in taking over a position with and/or without scholarship must be sent via email to the Ph.D. Office (dottorato@uniurb.it) within the enrolment deadline stated in the Rector's Decree approving the merit ranking. The template for the manifestation of interest will be sent via email by the office to all suitable candidates in the merit rankings.**



## Art. 10 Enrolment Fees

The PhD student is exempt from paying university fees, for enrolment purposes he is required to pay the amount, for each academic year, equal to Euro 156.00 corresponding to the regional contribution to the right to study and stamp duty.

The payment must be made:

- for the first year, upon registration;
- for subsequent years by 30 November of each year.

## Art. 11 Scholarships

Scholarships are awarded according to the ranking or rankings drawn up by the Selection Board.

Scholarships reserved to candidates accessing the competition with a foreign academic qualification (Master's degree or equivalent) are bound. In the absence of eligible candidates, the scholarships cannot be awarded.

All candidates in possession of the requested academic qualification, achieved in Italy or abroad, freely compete for the other scholarships.

For topic-specific scholarships, the research topic is also indicated. The recipients of these scholarships are bound to carry out the indicated research activity and to comply with the provisions of the agreement between the University and the funding body of the scholarship.

With regard to the PNRR funded thematic scholarships (D.M. 117/2023 and D.M. 118/2023), all positions must be filled with a scholarship (not renounceable), as required by the D.M. 301/2022 in par. 3.3 lett. e). Furthermore, Ph.D. students receiving these scholarships are required to carry out the funded project.

### 11.1 - Amount and increases

As determined by the Ministerial Decree 247 dated 23th February 2022 the scholarship amounts to €16.243,00 gross/ year and is subject to National Social Insurance (INPS) in compliance with current regulations. Taxation of scholarships for attending a Ph.D. Programme is regulated by article 4 of Law number 476 dated 13th August, 1984.

The amount of the scholarship will be increased by 50% during eventual research periods abroad. Research periods abroad may not exceed a total of eighteen months.

Each PhD student is insured for each academic year, within the financial resources allocated in the balance sheet as per current laws, a budget for research activities in Italy and abroad which will not be lower than 10% of the amount of the scholarship.

### 11.2 - Effective date and duration

The scholarship starts from November 1st and is paid in deferred monthly instalments.

The scholarship lasts one year and is renewed at the end of each academic year based on the Board of Lecturers favourable opinion regarding the Ph.D. student's admission to the following course year, provided that the student has completed the requested activities.

The total duration of the scholarship is equal to the official duration of the Ph.D. Programme.

### 11.3 - Incompatibilities

- The scholarship cannot be combined with any other scholarship, except those granted by national or foreign institutions aimed at integrating the training and research activities of scholarship holders with periods abroad.
- Scholarships are incompatible, under penalty of their forfeiture, with: a) employment relationships with private or public entities, on a fixed and permanent basis, without prejudice to the possibility



- that the scholarship holder is placed by the employer on unpaid leave; b) carrying out industrial and commercial activities or freelance activities with characteristics of habitualness.
- c) Scholarships are paid exclusively to those who do not earn, during the period of attendance of the Ph.D. programme, a gross annual income exceeding the annual amount of the scholarship (€16.243,00).
- d) **Students who have received a Ph.D. scholarship in the past, even for a limited amount of time, cannot benefit from a new one.**
- e) Any Public Employee admitted to the Ph.D. programme is placed, upon request and compatibility with his/her administration's needs, on special unpaid leave for study reasons for the duration of the programme, and where the required conditions are met, he/she may benefit from the scholarship. In the event of admission to a Ph.D. programme without a scholarship, or of waiver of the scholarship, the Public Employee on leave, keeps his/her salary, pension and retirement contributions from the public institution with which he/she has an employment relationship in place.

## Art.12

### Rights and duties of Ph.D. students

1. The PhD student is requested to attend the Programme for its entire duration with an exclusive and full-time commitment, following regularly the foreseen training, teaching and research activities (total commitment 1500 hours/year) according to the instructions and deadlines set by the Board of Lecturers.
2. Ph.D. students with scholarship can carry out paid activities (external activities), but such activities must be limited to those related to the acquisition of skills related to the doctoral training programme.
3. In the case of Ph.D. students without a scholarship, the incompatibility of the working activity with the Ph.D. Programme must be assessed without causing any damages to constitutional rights, such as the right to study for capable and deserving students even without means.
4. Paid working activities must undergo authorization by the Board of Lecturers.
5. Doctoral students must promptly notify the Ph.D. Office in case they exceed the income limit indicated in art. 11, point 3 of the Incompatibility section.
6. The incentives for the mobility of Ph.D. students granted by the University of Urbino also within the framework of European training grant mobility programme can be combined with the Ph.D. scholarship, subject to the declaration of the Ph.D. programme Director certifying the consistency between the training and research abroad and the doctoral programme.
7. Ph.D. students can carry out research periods at Italian and foreign universities and research institutions.
8. For periods abroad of up to 6 months, the authorization of the Ph.D. Director is requested. Longer periods must be authorised by the Board of Lecturers.
9. Ph.D. students may carry out, as part of their training programme, upon authorization given by the Board of Lecturers and without an increase of the scholarship, up to 40 hour/year of tutoring activities of Bachelor and Master as well as integrative teaching activities. Such commitments must in no case compromise the training and research activities and to not give rise to rights regarding access to University roles.
11. At the end of each academic year, Ph.D. students must submit a written annual report to the Board of Lecturers on the research activity carried out and the results achieved, as well as the eventual participation in seminars, workshop and other scientific events and eventual publications. The Board of Lecturers can decide whether the Report must be integrated with an interview.
12. The Board of Lecturers rules about the admission of Ph.D. students to the following year. In the case of Ph.D. students enrolled in the last year of the Ph.D. Programme, the Board of Lecturers,



- upon reception of the evaluation of the two reviewers, rules about the admission to the Final Exam (Thesis Defence).
13. An eventual negative evaluation by the Board of Lecturers results in the exclusion of the Ph.D. student from the Ph.D. programme and the loss of the eventual scholarship.
  14. At the beginning of each academic year following the first one, the Ph.D. student must renew the enrolment. Failure to do so for over a year, except for reasons specified in article 19 of the Regulations on Ph.D. Programmes, results in the exclusion of the student from the Ph.D. programme.
  15. As far as compatible, the conditions for the use of university services provided for students enrolled in University degree programs are applied also to doctoral students.

### 12.1. Additional duties for Ph.D. students with a PNRR-funded scholarship (Ministerial Decrees 117 and 118/2023)

In addition to the duties foreseen in art. 19 of the University Ph.D. Regulations, detailed in the previous section, PhD candidates who enrol with a PNRR funded thematic scholarship (D.M. 117 and 118/2023) must also undertake to carry out the foreseen compulsory research and study periods abroad and in a company:

Ministerial Decree	Investment	Type of action	Study and research periods abroad (minimum 6 months, maximum 12 months – extendible to 18 months within a joint-supervision agreement)	Study and research periods within a company or other institutions (minimum 6 months, maximum 12 months)
D.M. 117	M4C2 – Inv. 3.3		<b>COMPULSORY</b>	<b>COMPULSORY</b> within the company which co-funds the scholarship
D.M. 118	M4C1 – Inv. 3.4	Digital and Environmental Transitions	<b>COMPULSORY</b>	<b>COMPULSORY</b> within companies or research centers
		PNRR	<b>COMPULSORY</b>	<b>OPTIONAL</b> within companies or research centers
	M4C1 – Inv. 4.1	Public Administration	<b>COMPULSORY</b>	<b>COMPULSORY</b> within Public Administrations, companies or research centers
Cultural Heritage		<b>COMPULSORY</b>	<b>COMPULSORY</b> within companies, research centers or Public Administrations, including museums, institutes and training institutions of the	



				Ministry of Culture, archives and libraries
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The Ph.D. student will have to scrupulously comply with the theme of the assigned project assigned, i.e. the project admitted to funding, under penalty of revocation of the scholarship. Any deviation from the financed project must be requested in advance and subsequently authorized by the MUR. The Ph.D. student will have to report on a six-monthly basis, through the dedicated online platform of the MUR and using the forms present therein, the activities carried out and the related time commitment (months in the company, months at the university, months abroad) and also declare to comply with the principle of "not causing significant damage to the environment" pursuant to art. 17 of regulation (EU) 2020/852.

The winner of the thematic scholarship D.M. 117 and D.M. 118 must also undertake to:

- receive the doctoral scholarship avoiding causes of incompatibility with the receipt of the scholarship itself (Art. 11.3);
- ensure compliance with the obligations regarding communication and information provided for by art. 34 of Regulation (EU) 2021/241, indicating in all the documentation that the Program is financed under the PNRR, with explicit reference to the financing by the European Union and to the NextGenerationEU initiative, reporting in the documentation the emblem of the 'European Union.

Scholarship revocation is foreseen in the following cases:

- if the doctoral program is carried out in a way that differs from that envisaged by the project admitted to funding, if the necessary authorization by the MUR has not been requested in advance and subsequently granted;
- failure to carry out the minimum period of study and research within companies, research centers or public administrations and abroad, as indicated in the table above, during the doctoral course (three-year duration).

#### Art.13

##### Ph.D. title achievement

The Ph.D. title is obtained by passing the final exam. This examination takes place through an interview with the candidate, concerning his/her thesis.

The selection commissions for the final exam will be formed and appointed in accordance with the relevant legislation.

#### Art.14

##### Property rights on results

The intellectual and industrial property rights on any results achieved by the Ph.D. student, including but not limited to software, patentable or non-patentable industrial inventions, know-how, models, data and data collections, are governed in accordance with the law in force and with the University regulations and possibly, on the basis of what is established in the individual agreements with the Universities, Companies or Organizations involved.

PhD students are required to sign a specific confidentiality agreement in relation to information, data and documents of a confidential nature which they may become aware of in carrying out their activity at and/or on behalf of the University.

#### Art. 15

##### University Benefits issued by the Regional Body for Student Financial Aid (ERDIS)

In accordance with Legislative Decree no. 68 dated 29th March, 2012, Ph.D. students may use the benefits made available by the Regional Body for Student Financial Aid. Candidates can apply for services (Scholarship, Halls of Residence lodging, University canteen benefits, etc.) by submitting their application form according to the Call for Applications published at: <http://www.erdis.it/>, where the admission terms and conditions are published.





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DEGLI STUDI  
DI URBINO  
CARLO BO



Finanziato  
dall'Unione europea  
NextGenerationEU



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PIANO NAZIONALE  
DI RIPRESA E RESILIENZA



#### **Art. 16**

##### **Reference regulations**

All matters not included in the present Selection Call will be governed by the current Italian regulations and legislation concerning Ph.D. Programmes.

#### **Art. 17**

##### **Personal data protection**

In compliance with the principles of lawfulness, fairness, transparency, adequacy, relevance and necessity stated in Article 5, paragraph 1 of the General Data Protection Regulation (UE Regulation no. 679/2016), the University of Urbino Carlo Bo as Data Controller will handle the personal data provided during the registration to the selection procedure exclusively to allow the such procedure to be carried out in compliance with current regulation.

The Data Protection Officer is Mr. Mauro Raimondi, tel. 0722-305234 e-mail: [rpd@uniurb.it](mailto:rpd@uniurb.it). For more details, view the link <https://www.uniurb.it/ateneo/utilita/privacy>

#### **Art. 18**

##### **Administrative Procedure Manager**

The Person in charge of the administrative procedure, appointed pursuant to Art. 4 of Law no. 241, 7 August 1990, is Donatella Travaglini, responsible of the Ph.D. - Post Graduate - State Examination Office of the University of Urbino Carlo Bo ([dottorato@uniurb.it](mailto:dottorato@uniurb.it)).

Holder of the substitutive power is Simona Pigrucci, Responsible of the Didactic and Responsible (ad interim) of the International Mobility and Student Service Sectors.

Candidates are entitled to exercise the right to access the procedural deeds according to the current legislation. The request, addressed to the Rector of the University of Urbino, must be sent to the Protocol and Archive Department/Office, Via Saffi, 2, 61029 Urbino (PU) – PEC: [amministrazione@uniurb.legalmail.it](mailto:amministrazione@uniurb.legalmail.it)