



ANNEX TO THE R.D. 11 JULY 2022, N. 1

Call for admission to the PhD in "Humanities" XXXVIII Cycle - A.Y. 2022-2023

Art. 1

1. Induction

2. The PhD Programme in "Humanities" is activated at the Università degli Studi "Guglielmo Marconi" for the Academic Year 2022/2023, as part of the XXXVIII Cycle of PhD Programmes.
3. The main characteristics of which are described in the attached sheet, Annex 1.
4. The number of granted fellowships, assigned according to the Ministerial Decree n. 351 of 9 April 2022, is stated under the approval of MInisterial financing. The fellowships are activated in the framework of the contents and disciplines as determined by the above mentioned Decree and in compliance with the eligibility criteria referred to in Articles 6, 7, 8 e 9 of the Decree.

Art. 2

Participation requirements

1. It is possible to participate in the selection referred to in the previous article, without age and citizenship limits, for those who:
 - on the expiry date of this call are in possession of:
 - a) the master's degree obtained in accordance with Ministerial Decree n. 270 of 22 October 2004, at Italian universities;
 - b) the specialist degree obtained in accordance with the Ministerial Decree n. 509 of 3 November 1999, at Italian universities;
 - c) the degree obtained in accordance with the regulations prior to the entry into force of the Ministerial Decree n. 509 of 3 November 1999, at Italian universities;
 - d) second level academic qualifications issued by Institutions belonging to the AFAM (Higher Artistic and Musical Education) sector;
 - e) similar degree obtained at foreign universities, recognized as equivalent or for which equivalence is requested for the sole purpose of admission to the Course. The equivalence of the foreign qualification is recognized in compliance with current legislation on the subject, in Italy and in the country where the qualification was issued and in international treaties or agreements on the recognition of qualifications for the continuation of studies. With reference to the documentation that the candidate with an academic qualification obtained abroad must produce, please refer to the following art. 3.
2. Applications are accepted for those who will achieve their title, as referred above, within October 31, 2022, penalty of forfeiture of the admission. If the candidates pass the first selections, they will be enrolled upon approval. The enrollment will be performed after the submission of the documentation related to the achievement of the title, to be submitted via CEM to the following CE address:
dottoratidiricerca@pecunimarconi.it. **The title should be achieved before the starting course.** Candidates who don't prove the achievement of their



title will be excluded and asked to refund the grant amount they received.

3. Applications should be drawn up according to the Annexes A and A1 (in case of recognition of equivalence request), as integral part of the present call, including all the required elements.

Art. 3

Participation fee

1. Candidates are required to pay a participation fee of Euro 50.00 (fifty euro) as part of administrative fees, to the bank account at Banco BPM S.p.A. (IBAN: IT 87 M 05034 03204 000000003156) in the name of Università degli Studi Guglielmo Marconi - Rome, indicating the following reason "Contributo per l'ammissione al Corso di Dottorato di Ricerca in "Scienze Giuridiche e Politiche" - XXXVII Ciclo". This contribution will not be reimbursed under any circumstances.

Art. 4

Application for admission

1. The application for admission to the selection, drawn up on plain paper, in the form of a substitutive declaration of certification/deed of notoriety, pursuant to art. 46 and 47 of the Presidential Decree n. 445 of 28 December 2000, according to the scheme in Annex "A" of this call (Form A1 in the case of an equivalence request), duly signed under penalty of exclusion, and accompanied by all the documentation, must be addressed to the Rector and delivered by 11:59 pm (Italian time) on the thirtieth day starting from the day following the publication of the notice referring to this call in the Gazzetta Ufficiale della Repubblica Italiana - IV Special Series - "Competitions and Exams". If the deadline is a holiday, the deadline is extended by law to the next non-holiday day.
2. The application must be sent exclusively following the online procedure described below:
 - access the Research/PhD section of the University website. Select the XXXVII Cycle. Choose the Doctorate Course in "Humanities". Click on "Call";
 - you will be directed to the Calls and Competitions page on the University's institutional website at www.unimarconi.it/it/bandi-e-concorsi;
 - choose the desired competition again; click on the "Participate" button. If you do not have the credentials yet, you can register by selecting the "Register to participate" link and enter all the required information;
 - at the end of the aforementioned procedure you will receive an email, to the address entered during registration, which will contain a link to activate the account;
 - once activated the account, you will be redirected again to the previously chosen competition page, where it will be possible to attach the application form, along with the documentation referred to and requested;
 - through the "Browse" button it will be possible to locate the files to be uploaded on your computer. The weight of each attachment must not exceed 10 MB;
 - at this stage of the procedure, the Candidate can, alternatively:
 - a) click the "send documents" button: you will receive an email confirming that they have been sent. From that moment on it will no longer be possible to modify and / or integrate the attached documents, but only to view them;



- b) click the "save in draft" button: the uploaded files can be deleted or modified at any time within and not beyond the expiry date of the call. From that moment on they will remain available for consultation only.
- finally, it will be necessary to specify again, by filling in the appropriate field:
 - a) the title of the Research Project;
 - b) participation as a fellow or supernumerary.

Non saranno prese in considerazione domande inviate con modalità diverse da quelle sopra descritte. It is candidates' responsibility to check the right conclusion of the procedure.

Any complaint won't be accepted, with regard to issues due to the IT system overloading approaching to the deadline.

3. In the application, the Candidate must declare clearly and precisely and under his own responsibility, pursuant to and for the purposes of Articles 46 and 47 of the Presidential Decree n. 445 of 28 December 2000:

- a) their personal details, date and place of birth, residence and the address chosen for the purposes of the competition, telephone number and e-mail or certified e-mail address;
- b) their citizenship;
- c) for graduated Candidates:
 - ✓ the academic degree held, as well as the date and the University at which it was obtained and the relative vote;
 - ✓ the equivalent degree (or whose equivalence is requested), obtained at a foreign university;;
- d) for Candidates who are going to award the graduation title:
 - ✓ the University where they are enrolled, the name of the faculty, the transcript and the prospective graduation date.
- e) to promptly communicate any changes in their details;
- f) to be/not to be a research grant holder;
- g) to have/not have already benefited, even if only for one year, of a scholarship for a PhD course;
- h) be/not to be an employee of the Public Administration, indicating, if so, the employer;
- i) to request
 - ✓ the assignment of the scholarship, or
 - ✓ the possible admission as supernumerary
- j) to be aware that in order to benefit from the grant, it is necessary not to have a personal gross annual income of € 16,243.00, excluding the scholarship, providing adequate certification or self-certification, which shows that the annual income gross received is less than this amount and to be therefore entitled to receive the scholarship;
- k) not to be enrolled, or, if enrolled, to undertake to suspend attendance and not to enroll in a University Course, another PhD, University Master, Specialization School, Postgraduate Course / Courses equal to or greater than 1500 hours, until the degree is awarded;
- l) to have been/not have been recognized as having a disability and to need/not need specific support during the performance of the tests as specified in the following art. 5;
- m) to allow the publication on the University website of the acts related the procedure;
- n) to accept all the provisions contained in this call.

4. The candidates' application should include:

- a) curriculum vitae;



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- b) copy of a valid identity document;
 - c) copy of the tax code;
 - d) degree held, in compliance with the following requirements:
 - for candidates who have obtained their degree in Italy:
 - ✓ diploma, in certified copy, or copy declared to conform to the original pursuant to articles 19 and 47 of Presidential Decree n. 445 of 28 December 2000, in accordance with Annex Model C, or by substitutive declaration of certification, made pursuant to art. 46 of the Presidential Decree n. 445 of 28 December 2000, in accordance with the annexed Model B, indicating the final vote.
 - ✓ for candidates who have obtained their degree abroad, not yet declared equivalent to one of the required Italian degree:
 - ✓ documents necessary to enable the Commission to declare equivalence. In particular: the diploma, in certified copy, accompanied by an official translation in Italian, legalized (where necessary). Following the tests, and within six months of enrollment, admitted candidates must also submit, under penalty of forfeiture from the PhD Program, the declaration of value by the Italian diplomatic or consular representation responsible for the territory in the country where the degree was awarded;
 - ✓ for candidates who are going to graduate:
 - self - certification, pursuant to article 46 of the Presidential Decree n. 445 of 28 December 2000, in compliance with Annex B, indicating the University where they are enrolled, the faculty, the study cycle (if 1st or 2nd, the transcript and the prospective graduation date;
 - E) publications, in copy declared conform to the original pursuant to articles 19 and 47 of the Presidential Decree n. 445 of 28 December 2000, in accordance with the annexed Model C;
For works published abroad, the date and place of publication or, alternatively, the ISBN code or equivalent must be shown.
For works published in Italy, certification of legal deposit in the forms provided for by Law no. 106 and the related Regulations issued with Presidential Decree n. 252 of 3 May 2006, cited in the introduction;
 - f) any other degrees in certified copy, or copy declared conform to the original pursuant to Articles 19 and 47 of the Presidential Decree n. 445 of 28 December 2000, in accordance with Annex Model C, or by substitutive declaration of certification, made pursuant to art. 46 of the Presidential Decree n. 445 of 28 December 2000, in accordance with the Annex Model B;
 - g) list on plain paper of publications and qualifications presented as an attachment to the application;
 - h) research project to be carried out over the three-year period, drawn up as indicated in the attached sheet;
 - i) receipt of the transfer of Euro 50.00 (fifty euro), to the bank account in the name of the University as a contribution for administrative fees pursuant to art. 2. This contribution will not be returned under any circumstances.
 - j) The university administration assumes no responsibility in the event that the files transmitted are not legible.

Art.5

Provisions for the candidates with disabilities

1. The candidates with disabilities are required, pursuant to art. 20 of the law n. 104 of 5 February 1992, to request the necessary assistance and to



indicate any additional times for the completion of the tests. For this purpose it is necessary that they submit, by the expiry date of the procedure, the medical certification confirming the validity of the request.

Art. 6

Exclusion from the comparative assessment

1. All candidates are admitted to the selection subject to verification of the requirements set out in the call. The University will also, ex officio, ascertain the truthfulness of the self-certification declarations submitted by the candidates.
2. Sono causa di esclusione i seguenti motivi:
 - a) lack of the application form;
 - b) submission of the application after the peremptory deadline for the expiry of the call and / or with different methods provided for in the previous article 4;
 - c) lack of participation requirements provided for by art. 2;
 - d) existence of situations of incompatibility.
3. The exclusion for the above reasons is arranged at any time of the procedure, with a motivated decree of the Rector and notification to the interested parties.
4. The University may arrange, even after enrollment and at the beginning of the Course, with a reasoned provision, the exclusion from the Course of Candidates whose documentation is lacking in the prescribed requirements or whose self-certified declarations are false. In the latter case, the candidate is required to pay compensation for any scholarship accruals unduly received.

Art. 7

Waiver of the procedure

1. The waiver of the candidate of the selection procedure must be formalized by signing the appropriate Form "D" attached to this call of which it is an integral part. The aforementioned form, together with a copy of a valid document, can be delivered in one of the following ways:
 - a) transmission by certified e-mail, exclusively from another personal PEC, to the following PEC address: dottoratidiricerca@pecunimarconi.it
 - b) transmission by fax to 06/37725647.

Art. 8

Selection commission

1. The Selection commission is appointed by Rector's Decree after the expiry of the call, and is composed of a number of members ranging from three to five - including foreigners - belonging to the sectors of the PhD. The aforementioned professors can be chosen from the PhD Board or among the professors of the University or external to it.
2. In addition to the effective members a certain number of members chosen among Professors or Researchers may be envisaged, at the University or in other institutions. In case of motivated resignation, the effective member can be replaced.
3. The Commission may also be completed by experts in the field with recognized qualification, or by representatives of the companies that finance scholarships. In any case, the number of teachers must be greater than that of experts.
4. No later than 90 days from the appointment decree, the Commission will have to complete all the competition tests provided for in the call.



5. The Rector may extend, for one time only and for no more than two months, the deadline for the conclusion of the selection for proven reasons indicated by the President of the Commission.
6. After the deadline for the conclusion of the work without the delivery of the documents, the Rector will dissolve the Commission and appoint a new one to replace the previous one.

Art.9

Examinations

1. The competition is based on qualifications and exams as indicated in the single form attached to this call, **Annex 1**, of which it is an integral part and to which reference is made.

Art. 10

Verification of the reliability of the documents

1. The documents of the procedure, consisting of the minutes of the meetings, are approved by Rector's Decree within thirty days of delivery to the Offices. The Rector approves the general ranking of merit. In the event that the Rector finds irregularities in carrying out the selection, she returns the documents to the Commission with a motivated provision, assigning it a deadline to make any changes.
2. The above mentioned Rector's Decree will be announced on the University website, in the "PhD" and "Calls and Competitions" section, at the same time as it is issued. By means of this notice, the obligation relating to the publicity of the documents will be deemed fulfilled.
3. The publication will be noticed to the Candidates via email or CEM, as indicated by the Candidates in their application. **The University Administration assumes no responsibility in case of failure to receive the communication.**
4. Candidates are allowed access in the ways established by Law no. 241. The Administration may postpone access to the time of the conclusion of the competition.

Art. 11

Admission to the Programme

1. Candidates are accepted to the Programme according to the ranking order up to the number of positions available. According to the principles of clarity and transparency, the supernumerary Candidates will be included in a separated ranking.
2. In the event of an equal score:
 - a) For Candidates with fellowship, would succeed the Candidate with the most disadvantaged background according to the current regulation. In case of further equal scores, would succeed the Candidate with the highest graduation score. For any further equal score, would succeed the youngest Candidate;
 - b) For Candidates without fellowship, would succeed the Candidate awarded with the highest graduation score. In case of further equal score, would succeed the youngest Candidate.
3. Procedures and deadline for finalizing the enrollment will be published on the University website with the R.D. approving the reports and acts as issued by the Commission. Any notification related to the Candidates, please refer article 10, point 3.
4. In case those entitled do not accept, before the starting of the Course, they will be replaced by the eligible Candidates following the score ranking, provided that they submitted their application by the deadline. After the Course starting it is possible to take part within the following 2 months and not after this time range, following a favourable opinion expressed by the Academic Board. The resigning Candidate who has



already got a part of the grant amount, should return it. In case of placement in more rankings, the Candidate must choose one PhD Course.

Art. 12

Outnumbered Admission

1. Upon completion of the competition, the Academic Board, once assessed the actual compatibility with:
 - ✓ the University structures;
 - ✓ the ability of the Academic Board to follow PhD students in carrying out training and research activities;
 - ✓ the possible work performance by PhD students,may admit as supernumerary, without a scholarship, an adequate number of candidates considered eligible in the ranking, and who fall into the following situations:
 - a) recipients of research scholarships pursuant to art. 22 of the law n. 240 of 30 December 2010;
 - b) foreign citizens who do not compete for the scholarship;
 - c) employees of Public Administrations, who can benefit from the leave provided for by collective bargaining for the normal duration of the course or, for employees under public law, who benefit from the extraordinary leave for study purposes, compatibly with the needs of the administration, pursuant to art. 2 of the law n. 476 of 13 August 1984, and subsequent amendments, with or without grants and unless explicitly waived, only if they are enrolled for the first time in a PhD course, regardless of the disciplinary context;
 - d) recipients of personal gross annual income equal to or greater than € 16,243.00.
 - e) Non - EU citizens awarding fellowship provided by the Italian Government or by national and international institutions and awarding fellowships granted by the EU or other European or international scientific institution;
 - f) Holder of apprenticeship contract for PhD, not included in the present call;
 - g) Those who have been already selected in the European framework of research or in other international cooperation programmes, even if they haven't submitted the application within the deadlines, they submit their request of enrollment in the PhD programme. The enrollment is anyway subject to evaluation of the awarded titles as well as to the preventive approval by the PhD Board, that decides over the title's eligibility in case it has been achieved abroad;
 - h) Those who are enrolled in PhD programmes at foreign Universities and who signed an agreement with the University for the awarding of the PhD co-supervised title.
 - i) The University Administration will be responsible for communicating to those entitled to proceed with the registration.

Art. 13

Registration, admission and attendance fees

After verification of the regularity of the competition documents, the relative ranking will be made known exclusively by publication on the University website in the area reserved for PhDs and Calls and Competitions.

1. The published ranking will also report the methods and timing for proceeding with the completion of the registration, after which, the candidates who have not complied with the requirements will be considered renouncers and will proceed, according to the order of the ranking, to take over another candidate.



2. Supernumerary candidates declared eligible and admitted to the programme in accordance with the provisions of Article 12 above, are required, upon registration, to **pay an annual contribution of € 5,000.00 (five thousand euro/00)**. The payment of the regional tax fee is added to this contribution. Scholarship recipients are also required to pay the regional tax fee. The contribution to be paid by foreign citizens, eligible in the general merit ranking, and who do not compete for the assignment of the scholarship, will be quantified with a specific resolution by the competent Academic Bodies.

The contributions paid will not be returned under any circumstances.

Art. 14 Scholarships

1. The present call foresees the assignment of fellowships granted by:
 - a) The University;
 - b) PNRR fund under Ministerial Decree n. 351 9 April 2022, according to the distribution as indicated in the Annex of the present call. The above mentioned Ministerial Decree through the activation of PhD courses on specific topics, is aimed at promoting interdisciplinarity, international networks membership as well as cooperation as stated in the PNRR. PNRR grants are activated in the framework of specific contents as indicated in the Decree and according to the eligibility criteria referred to in articles 6, 7, 8 e 9. Candidates who get the grant under Ministerial Decree n. 351 of 9 April 2022, must respect the following requirements:
 - a) PNRR grants: to carry out a period of study abroad, whose minimum duration is three months;
 - b) Public Administratio, Cultural Heritage, Digital and Environmental Transitions Grants: to carry out a period of study abroad, whose minimum duration is six months and to manage periods of study and research in enterprises, research centers or Public Administration offices, whose duration is from six to twelve months;
2. Scholarships are assigned according to the order defined in the merit ranking formulated by the Commission of selection, for an amount equal to that determined pursuant to Ministerial Decree no. 40 of 25 January 2018, corresponding to € 16,243.00 (sixteen thousand two hundred and forty-three euro/00), except for further ministerial amendment.
3. The Candidates included in the ranking as eligible, but with a lower score with respect to the last fellowship's attribution will be admitted as **"no granted"**. The "no granted" number is indicated in the Annex of the present call, in compliance with the ranking order.
4. The above mentioned amount, provided in monthly installments is tax-free pursuant to article 4 of the Law n. 476 of 13 August 1984 and subject to the social security rules pursuant to article 2, subparagraph 26 et seq, of the law n. 335 of 8 August 1995, and subsequent amendments. Scholarships have an annual duration and are renewed on condition that the student has completed the program of activities planned for the previous year, verified according to the procedures established by the Academic Body, for a maximum period of three years overall.
5. The payment of scholarships financed by external bodies by virtue of agreements entered into with the University, is subject to the payment of the amount due by the institution to the University.
6. The gross annual taxable income limit to be eligible for the PhD scholarship is set at € 16,243.00 (sixteen thousand two hundred and forty - three euro) - excluding the scholarship - and can be updated with Rector's Decree. Those who are granted with fellowship agree to inform that their income do not go beyond the value, as indicated for each year, that is related to the most granted year. If the income goes



beyond the value, the candidate should return the grant amount received during the year that amount is related to. The candidate should submit a declaration of the income and of compliance with the requirements.

The declaration should be issued at the beginning of each year and the candidate should start the procedures at Inps, first of all the registration at the "Gestione Separata".

7. The cases of total or partial no compliance with the fruition of the fellowship are determined by the current law and university regulation. The fellowship is not compatible with other kinds of grant, except for complementary grants provided by a different institution for research purposes. The grants are not compatible with apprenticeship and specialised training contracts. In these cases, the fruition of the grant will decay.
8. In case of incompatibility, the grant amounts should be refunded. The refund is referred to the Academic Year or to a part of it.
9. The candidate can give up the grant fruition, through a formal notice to the Rector and to the course Coordinator, at the moment of the enrollment or after. In these cases, the grant amount or part of it, if corresponding to 12 months or more, can be assigned to the first candidate in the ranking who has the requirements, is admitted without grant and who won't be returned back the amount already paid for the registration. The fellowship waiver is considered definitive, even if the candidate keeps the PhD status till the conclusion of the course, by paying the total amount for the registration, related to the whole year.
10. Candidates with fellowships are exempted from the tuition fees payment for attending the courses, apart from the fees related to the administrative matters, such as certificates or procedures related to the final exam.
11. Candidates who were already granted, even partially, in an Italian University for a PhD course, cannot be granted for a second time.
12. Granted candidates can carry out paid activities, allowed by the Academic Board reaching a gross annual income whose amount should not go beyond € 16.243,00, excluding the grant.
13. Candidates who work in the Public Administration can be granted only if they renounce to their salary during the PhD path. In case of admission at PhD courses without grant, or in case of resignation, the candidate maintains the same economic treatment according to the Public Administration where he/she is employed. If, after the achievement of the PhD title, the employment at the Public Administration finishes by the will of the employee, the predicted amounts should be paid in the following two years.

Art. 15

Incompatibility

1. With regard to the incompatibility, reference should be made to the current regulation.

Art. 16

Rights and obligations of PhD students

1. Candidates acquire the PhD status at the moment of their registration and from the starting date of the path till the achievement of the title or exclusion or decay, or resignation.
2. Admission to PhD involves an exclusive and full-time commitment, for the entire legal duration of the course, according to the procedures agreed with the Academic Board.



PhD students are therefore required to regularly follow the activities planned for the training curriculum, carry out research activities relating to the plan approved by the Academic Board by attending with full commitment all the activities planned for them, dedicating themselves to individual study programs; they should therefore respect the University Ethical code.

3. At the end of each year, the candidates submit to the Board a report on the activities and research carried out, such as participation in seminars, congress and other scientific activities, eventual publications as well as a research thesis with original contributions at the end of the course. The positive evaluation by the Academic Board of the above mentioned activities allows the candidates to move forward to the following course year, while a negative evaluation causes the exclusion of the candidate from the course, officialized with Rectoral Decree. In this case, the payment of the grant is interrupted from the RD date. The amount paid by the candidate for the registration is not refunded.
4. The Academic Board can authorize:
 - a) The granted PhD, to carry out paid activities, not going beyond the above mentioned income amount;
 - b) The no granted PhD, to carry out paid activities, without any particular income amount limits;
 - c) In this regard, it is necessary that the Board evaluates the incompatibility deriving from any other job activity without interfering with the rights that are preserved by the Constitution.

In both cases, the activities should allow the Candidate to acquire knowledge and competences related to the PhD path, by verifying the compatibility between the job activities and the contents of the PhD course. The Candidate must notice the Tutor and the course Coordinator on the paid activity, even before the registration, in order to get the authorisation in advance by the Academic Board, penalty of exclusion from the course from the incompatibility acknowledgement.

5. Public service employees who are admitted at the course, do not get any income during all the PhD path or get the ordinary approval for study purpose, pursuant to article 2 of the Law 13 August 1984, n. 476, and following modifications and integrations, granted or not and excluding the resignation request, only for the first time of registration at a PhD course, no matter the discipline involved.
6. The right to special leave decays, either granted or not, for public Service employees who have already achieve the PhD title or who have attended the PhD courses for at least one academic year, benefiting from the above mentioned leave.
7. The PhD candidates can support the academic staff in the tutoring for undergraduate and postgraduate students, as well as integrated didactic activity for 40 hours per year. At the end of the thirs year this limitati s not applied and these activities do not give the right to access to major roles in the University.
8. In their research activities, the PhD candidates are supported by a tutor, as member of the Academic Board as well as final thesis supervisor.
9. PhD candidates can carry out reasearch activities in Italy and abroad with nihil obstat by the Academic Board, recording the activities carried out to the Tutor and doing all the foreseen assessment activities as defined by the Board.
10. The granted Candidates will:
 - a) Maintain the research grant and renounce to the three years fellowship;
 - b) Renounce to the research grant and keep the fellowship.In both cases the option is irrevocable.
12. PhD candidates are represented by the Board regarding didactic and



methodological matters.

13. The candidate should respect the regulation related to personal data protection as well as the specific regulations of the University, keeping the confidentiality on information, data and documents in the University or in other institutions involved.
14. At the end of the cycle, the candidate should fill in the evaluation survey of the PhD course.

Art. 17

Attendance

1. The attendance is mandatory. Injustified absences should be noticed by the Coordinator to the University offices of competence, after discussing with the tutor and with the Academic Board, in order to decide over a suspension of the grant and decay of the candidate's path.

Art. 18

Exclusion and forfeiture

2. The Academic Board may resolve to exclude from the Course in the following cases:
 - a) No participation in the activities;
 - b) failure to comply with the obligations established for the change of year and/or for the conclusion of the PhD;
 - c) repeated negative judgment on the activity carried out;
 - d) unjustified and prolonged absence or prolonged unavailability beyond four months;
 - e) engaging in behaviors that are not compatible with the ethics of research and with the rules of good behavior prescribed by the University;
 - f) violation of the incompatibility rules;The exclusion, as decided by Rectoral Decree, causes the status forfeiture and the decay of the right to be granted. Candidates who are excluded cannot apply to the same PhD course. Candidates who do not finish their path within the official three years term are automatically applied the official forfeiture.

Art. 19

Suspension

1. The attendance can be suspended, after the Board deliberation, for proven reasons that do not allow the attendance for a certain period. In particular, the suspension can be asked in the following cases:
 - a) Maternity/paternity leave, in compliance with the current regulations;
 - b) Community service;
 - c) Serious and documented illness;
 - d) Attendance of Traineeship (Tirocinio Formativo Attivo - TFA) and Percorsi Abilitanti Speciali (PAS);
 - e) Attendance of Traineeship embedded in the study curriculum;
 - f) Job experiences or related to research, as a significant contribution for the PhD course;
 - g) Serious and documented personal or family issues;
 - h) In other case as foreseen by the the current regulations
2. The suspension:
 - a) Can have a minimum duration of 1 month and a maximum duration of 6 months
 - b) is not retroactive;
 - c) Leads to the suspension of the grant or other equivalent financial support;
 - d) Leads to the career freezing, penalty of being considered null;



- e) Leads to the sliding of the legal duration for a time range corresponding to the suspension period.
- 3. The candidate receives the grant at the end of the suspension period, during which no grant is provided.
In case of suspension even the grant provided by external bodies is interrupted, after confirmation by the funder body. In this case, the candidate can restart the PhD ppath only after paying the contribution referred to the left period.
- 4. Tuition fees and contributions already paid by the non-granted candidate slide to the following academic year.
- 5. In order to restart, the candidate should submit a request. Deadlines will be differed on an equal time range in respect to the suspension period. The Board will indicate the didactic path to be followed in order to continue and to complete the course.
- 6. The candidate career cannot be suspended after the course duration's deadline.
- 7. The admission to the following year or to the final thesis session is not possible when the suspension period has not been fully recovered.

Art. 20

Extension

1. For scientific and proved reasons, the Board may approve an extension in respect to the legal course's duration, for no longer than twelve months, by ensuring at the same time the corresponding grant amount during the whole the period by drawing on University funds. The proposal should be submitted under the Board of Directors approval.
2. For proven reason preventing the candidate from presenting the thesis according in respect to the course's deadlines, the Academic Board may allow the candidate, under specific request, to extend till twelve months but without drawing on any other University. Such a request can be issued only during the last course year.

Art. 21

Waiver

1. Anytime the candidate can ask a waiver, by formal request to the Rector and to the course Coordinator:
 - a) To end the attendance;
 - b) To renounce to the fellowship, keeping the course registration, after paying the related amount. The candidate should return back the grant received after the resignation.
2. By ending the attendance of the course, the financial obligation toward the University decay as well. Tuition fees and other paid contributions are not refunded.

Art. 22

Intellectual property and privacy obligation

1. In case the candidate issues publications awarding intellectual property on which it is possible to get a industry property (like for special patent, lables), the know-how, models and design, software, data) these ones will be regulated according to the current regulations on University Researchers' inventions and with the University rules.
2. The candidate should respect and support the privacy and the acknowledgement of intellectual property rights related to confidential information, data and documents that the candidate may find during the study path, even carried out in a different institution.
3. Candidates are guaranteed the possibility to keep on issuing publication as predicted in the PhD path, that should be carried out in compliance with the privacy and with specific agreements according to particular



kinds of activity (for example cross-sectoral, Executive PhD or Apprenticeship contract).

Art. 23

Awarding of the title

1. The title of Doctor of Philosophy, abbreviated as "PhD", is awarded by the Rector following the positive evaluation of a research thesis that contributes to the advancement of knowledge or methodologies in the chosen field of investigation.
2. Pending delivery of the original diploma, the relative certification is issued.
3. Admission to the final exam is approved by the Academic Board and the exam must take place according to the procedures and deadlines set by the University and appropriately communicated to the interested parties.
4. Following the issue of the degree, the University takes oversees the deposit of the final thesis at the National Libraries of Rome and Florence.

Art. 24

Documents translation and legalization

1. Acts and documents should be translated by the competent authorities as well as legalized by the Italian Consulate located in the foreign country of origin. They should be in compliance with the national current regulation.

Art. 25

Privacy Policy

1. The personal data collected will be processed in accordance with the provisions of the regulations in force regarding the processing of personal data. The data will be processed by the individuals authorized to process it with manual, IT and telematic tools for the purposes of managing this procedure, in compliance with the security measures adopted by the University and in accordance with the provisions of EU Regulation no. 2016/679, concerning the protection of individuals with regard to the processing of personal data and the free circulation of such data, as well as the legislative decrees for the adaptation of national legislation to the provisions of the aforementioned Regulation. The same information may be shared only with the public administrations directly interested in the legal and financial status of the winning candidate. The data controller is Università degli Studi "Guglielmo Marconi", with registered office in Via Plinio n. 44, 00193 - ROME.

Art.26

Responsible for the procedure

1. Pursuant to the law n. 241 of 7 August 1990, the person in charge of the administrative procedure referred to in this call is Dr. Marco Belli, Head of the University Rector's Offices.

Art. 27

Dissemination

1. This call is published on the University website in the "Calls and Competitions" and "PhD" section.
2. Information on the publication of the notice is given on the websites of the Ministry of University and Research and on the European website Euraxess. The notice is published in the Gazzetta Ufficiale - IV Special Series.



Art. 28

Safeguard provisions

1. The legislative and regulatory provisions on the subject of PhD are applied to all matters not covered by this call. This call constitutes the *lex specialis* of the selection, therefore participation in it implicitly implies the acceptance, without any reservation, of all the provisions contained therein.
2. Acknowledged that the present call is translated in English language, in case of complaints, only the Italian language version shall prevail.