



ANNEX TO DECREE NO. 1 OF 12 JULY 2023

Notice of competition for admission to the XXXIX Cycle PhD Courses A.A. 2023-2024

Art. 1

Issue of the Call for Proposals

1. For the A.Y. 2023-2024, within the framework of the XXXIX Cycle of the PhD Courses, the Call for Admission to the PhD Courses in
 - a) "Legal and Political Science";
 - b) "Human Sciences";
 - c) "Physical and Engineering Sciences for Innovation and Sustainability".
2. The places advertised and the main features of the Courses can be found in the information sheets annexed to this Call for Proposals as a substantial part of it, respectively:
 - ✓ **Annex 1: 'Legal and Political Sciences';**
 - ✓ **Annex 2: 'Humanities';**
 - ✓ **Annex 3: 'Physical and Engineering Sciences for Innovation and Sustainability'.**
3. The places with scholarships awarded pursuant to Ministerial Decree no. 118 of 2 March 2023, are advertised subject to approval of the ministerial funding. The aforementioned doctoral scholarships are activated within the framework of the restricted topics indicated in the aforementioned Decree and in compliance with the eligibility criteria set out in Articles 7, 8, 9 and 10 thereof.

Art. 2

Participation Requirements

1. Those eligible to take part in the selection referred to in the previous article, without any age or nationality limit, are those who
 - on the expiry date of this notice, are in possession:
 - a) a Master's degree obtained in accordance with Ministerial Decree no. 270 of 22 October 2004 at Italian universities;
 - b) Master's degree obtained pursuant to Ministerial Decree no. 509 of 3 November 1999 at Italian universities;
 - c) a university degree awarded in accordance with the regulations in force prior to the entry into force of Ministerial Decree no. 509 of 3 November 1999 at Italian universities;
 - d) second-level academic qualifications awarded by institutions belonging to the AFAM (Advanced Artistic and Musical Education) sector;
 - e) similar academic qualification obtained at a foreign university, recognised as equivalent or whose equivalence is requested for the sole purpose of admission to the Course. The equivalence of the foreign qualification is recognised in compliance with the relevant regulations in force in Italy and in the country where the qualification was awarded and with international treaties or agreements on



recognition of qualifications for the pursuit of studies. With regard to the documentation that candidates with academic qualifications obtained abroad must produce, please refer to Article 3 below.

2. Applications may also be submitted by those who will obtain the qualification referred to in point 1 above by 31 October 2023, under penalty of forfeiting their admission to the Course. In the event that such candidates pass the selection tests, they may enrol subject to a reservation. Enrolment will be finalised only when the Candidate produces the appropriate certificate of achievement of the degree, to be sent by personal PEC to dottoratidiricerca@pecunimarconi.it. **The degree must in any case be obtained before the start of the Course.** In any case, those who do not communicate the achievement of the qualification will be excluded, with the obligation to return any scholarship instalments received.
3. Interested parties must draw up their applications in accordance with the annexed Forms A and A1 (in the case of requests for equivalence), which form an integral part of this notice, with all the information requested in them.

Art. 3

Participation fee

1. Candidates are required to pay a participation fee of Euro 50.00 (fifty/00), as a secretarial fee, to the bank account opened at Banco BPM S.p.A. (IBAN: IT 87 M 05034 03204 000000003156) made out to Università degli Studi "Guglielmo Marconi" - Rome, indicating the following reason for payment "Contribution for admission to the PhD Course in "specify" - XXXIX Cycle".
2. **This contribution will not be refunded under any circumstances.**

Art.4

Applications for admission

1. **The application for admission to the selection**, drawn up on plain paper, in the form of a declaration in lieu of certification/attestation of notoriety, pursuant to Articles 46 and 47 of Presidential Decree no. 445 of 28 December 2000, in accordance with the model in Annex "A" to this call for applications (Model A1 in the case of a request for equivalence), duly signed under penalty of exclusion, and accompanied by all the documentation, must be submitted to the Commission. 445, in accordance with the model in Attachment "A" to this call for applications (Model A1 in the case of requests for equivalence), duly signed under penalty of exclusion, and accompanied by all the required documentation, must be addressed to the Magnifico Rettore and delivered, **by 11:59 p.m. (Italian time) on the thirtieth day following the day after the publication of the notice referring to this call for applications in the Gazzetta Ufficiale della Repubblica Italiana - IV Serie Speciale - "Concorsi ed Esami". If the deadline day is a holiday, the deadline is extended by right to the first following non-holiday day.**
2. The application must be submitted using only the online procedure described below:
 - Access the Research/Doctoral Research Section of the University website. Select the XXXIX Cycle. Select the PhD Course. Click on "Announcement";
 - you will be directed to the Announcements 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 yet have credentials, you can register by selecting the '**Register to Participate**' link and enter all the required information;
- At the end of this procedure you will receive an e-mail, at the address you entered during registration, which will contain a link to activate your account;
- activated your account, you will be redirected once again to the page of the previously selected competition, where you will be able to attach your application, together with the documents referred to and required therein;
- Use the 'Browse' button to locate the files to be uploaded on your computer. The weight of each attachment must not exceed 10 MB;
- having reached this stage of the procedure, the Applicant may, alternatively:
 - a) press the 'send documents' button: you will receive an e-mail confirming that you have sent the documents. From this moment on, it will no longer be possible to modify and/or supplement the attached documents, but only to view them;
 - b) press the 'save as draft' button: uploaded files may be deleted or modified at any time up to and no later than the call deadline. From then on they will remain available for consultation only.

In any case, in order to participate in the selection procedure, it is essential to press the 'send documents' button, which would otherwise remain visible only to the candidate.
- it will then be necessary to specify again by filling in the appropriate field:
 - a) the title of the Research Project;
 - b) participation as:
 - aspiring scholar
 - Scholarship applicant who expresses a willingness to compete not only for scholarships financed by the University but **also** for places with a scholarship awarded pursuant to Ministerial Decree no. 118 of 2 March 2023, under the PNRR;
 - supernumerary.

Applications sent by other means than those described above will not be considered. It is the responsibility of the Applicants to verify the correct completion of the procedure. No claims will be accepted for any malfunctions due to overloading of the computer system close to the deadline.

In the application, the Applicant must declare clearly and precisely and under his/her own responsibility, pursuant to Articles 46 and 47 of Presidential Decree No. 445 of 28 December 2000:

- a) their personal details, date and place of birth, residence and address for the purposes of the competition, telephone number and e-mail or PEC address;
- b) their citizenship;
- c) for graduate candidates:



- ✓ the type of qualification possessed (old system, specialised/master's degree), the date it was awarded, the final mark and an indication of the university that awarded the qualification;
 - ✓ the equivalent qualification (or whose equivalence is sought), the date it was awarded, the final mark and the name of the foreign university that awarded the qualification;
 - d) for undergraduate candidates:
 - ✓ the university at which they are enrolled, the type of degree (old system, specialised/master's degree), the name of the degree course, the list of examinations taken with the corresponding marks and the date scheduled for the graduation session.
 - e) to undertake to promptly notify any changes in their data;
 - f) to be/not to be a holder of a research grant;
 - g) they have/have not already received, even for one year, a scholarship for a PhD course;
 - h) to be/not to be an employee of the Public Administration, indicating, if yes, the employer body;
 - i) to participate as:
 - ✓ aspiring scholar
 - ✓ Scholarship applicant expressing a willingness to compete not only for scholarships financed by the University, but **also** for places with a scholarship awarded pursuant to Ministerial Decree no. 118 of 2 March 2023, under the PNRR;
 - ✓ supernumerary.
- Candidates who would also like to compete for places with a scholarship assigned pursuant to Ministerial Decree no. 118 of 2 March 2023, under the PNRR, must mandatorily indicate this in their application. This option will take the form of a binding priority choice. Only applicants who have expressly requested this in their application may apply for the grants awarded in accordance with Ministerial Decree no. 118 of 2 March 2023, under the PNRR. This choice is irrevocable.
- j) to be aware that in order to be eligible for the study grant it is necessary to have an annual gross personal income of less than € 16,243.00, excluding the grant, undertaking to provide appropriate certification or self-certification, showing that the gross annual income received is less than this amount and that they are therefore entitled to receive the study grant;
 - k) not being in any of the incompatibility conditions laid down in the regulations in force;
 - l) that he/she is/was not recognised as having a disability and that he/she therefore has/has no need for specific support during the performance of the tests as specified in Article 5 below;
 - m) to authorise the publication on the University's website of the acts relating to the procedure;
 - n) to accept all the provisions contained in this notice.

3. Competitors must enclose with their application:



- a) curriculum vitae;
- b) photocopy of a valid identity document;
- c) photocopy of the tax code;
- d) qualification possessed, in accordance with the following forms:
 - for candidates who obtained their qualifications in Italy:
 - ✓ title, in a certified copy, or a copy declared to be a true copy of the original pursuant to Articles 19 and 47 of Decree no. 445 of the President of the Republic of 28 December 2000, in accordance with Model C attached hereto, or by means of a declaration in lieu of certification, made pursuant to Article 46 of Decree no. 445 of the President of the Republic of 28 December 2000, in accordance with Model B attached hereto, also indicating the type of title (old system, specialised/master's degree), date of award, final mark and indication of the University that issued the title.
 - for candidates who have obtained their qualification abroad, which has not yet been declared equivalent to one of the required Italian qualifications:
 - ✓ documents enabling the Commission to declare equivalence. In particular: degree diploma, in certified copy, accompanied by an official translation in Italian, legalised (where necessary). Subsequent to the tests, and within four months of enrolment, admitted candidates must also submit, under penalty of forfeiture from the Doctorate Course, the declaration of equivalence by the Italian diplomatic or consular representation with territorial jurisdiction in the country in which the degree was obtained;
 - ✓ for undergraduate candidates:
declaration in lieu of certification, made pursuant to Article 46 of Presidential Decree no. 445 of 28 December 2000, in accordance with the attached Model B, indicating the University at which they are enrolled, the type of degree (old system, specialised/master's degree), the name of the degree course, the list of examinations taken with the relative marks and the date scheduled for the graduation session;
- e) any publications, in a copy declared to be a true copy of the original pursuant to Articles 19 and 47 of Presidential Decree no. 445 of 28 December 2000, in accordance with the attached Model C;
For works printed abroad, the date and place of publication or, alternatively, the ISBN code or equivalent must be indicated.
Works printed in Italy must be certified as having been legally deposited in the forms provided for by Law no. 106 of 15 April 2004 and the relevant Regulation issued by Presidential Decree no. 252 of 3 May 2006, cited in the introduction;
- f) any other qualifications in a certified copy, or a copy declared to be a true copy of the original pursuant to Articles 19 and 47 of Decree No. 445 of the President of the Republic of 28 December 2000, in accordance with the annexed Model C, or by declaration
substitute certification, made pursuant to Article 46 of Presidential Decree No. 445 of 28 December 2000, in accordance with the attached Model B;
- g) list on plain paper of any publications and qualifications submitted as an annex to the application;



- h) research project to be carried out during the three-year period, drawn up in accordance with the attached form;
- i) receipt of the transfer to the bank account in the name of the University of Euro 50.00 (fifty/00), as a contribution towards the secretarial fees referred to in Article 2. This contribution will not be refunded under any circumstances.
The University Administration accepts no liability in the event that the transmitted files are not readable.

Art.5

Provisions for candidates with disabilities or specific learning disorders

1. Candidates with disabilities or specific learning disorders (DSA) are required, pursuant to Article 20 of Law no. 104 of 5 February 1992, to request the necessary aids and indicate any additional time needed to complete the tests. To this end, they are required to send, by the deadline of the procedure, to dottoratidiricerca@unimarconi.it:
 - ✓ certification pursuant to Law 104/1992;
 - ✓ certification of civil invalidity;
 - ✓ certified diagnosis of DSA (issued no more than 3 years ago, or renewed by adults, by facilities of the National Health Service or by specialists and facilities accredited to issue it).

Candidates with disabilities or with DSA, resident in foreign countries, must present the certification attesting to their state of disability or DSA issued in their country of residence accompanied by a sworn translation in Italian or English. On the basis of the documentation submitted, support for the test will be assessed, following an interview, if necessary, in a manner to be agreed upon.

Art. 6

Exclusion from comparative evaluation

1. All Candidates are admitted to the selection process subject to verification of the requirements set out in the Announcement. The University will also verify, ex officio, the truthfulness of the declarations in lieu of certification submitted by Applicants.
2. The following are grounds for exclusion
 - a) absence of the application;
 - b) submission of the application after the peremptory deadline of the Call for Proposals and/or by other means provided for in Article 4 above;
 - c) failure to meet the participation requirements laid down in Article 2;
 - d) existence of situations of incompatibility.
3. Exclusion for the above-mentioned reasons is ordered at any time during the procedure by reasoned decree of the Rector and notified to the interested parties.
4. The University may decide, even after enrolment and commencement of the Course, by means of a reasoned decision, to exclude from the Course any Candidates whose documentation presents defects in the prescribed requirements or whose self-certified declarations are false. In the latter case, the Candidate shall be required to return any unduly received scholarship instalments.



Art. 7

Waiver of proceedings

1. If the candidate withdraws from the selection procedure, he/she must formalise his/her withdrawal by signing Form "D", which is attached to this call for applications and forms an integral part of it. The aforementioned form, together with a copy of a valid identity document, may be submitted by one of the following methods:
 - a) transmission by certified e-mail, exclusively from another personal PEC, or containing a proxy of the PEC holder to the following PEC address: dottoratidiricerca@pecunimarconi.it ;
 - b) transmission by ordinary e-mail to the following e-mail address: dottoratidiricerca@unimarconi.it .

Art.8

Selection committee

1. In compliance with the provisions of the University regulations, the Examination Board is appointed by Decree of the Rector and is normally composed of the Course Coordinator (or his delegate) and two other full members indicated by the Board of Teachers and chosen from among tenured Professors or Researchers in service at the University or other university establishments, up to a maximum number of five members, qualified in the disciplines pertaining to the scientific areas of the Course.
2. In addition to the regular members, an adequate number of substitute members may be appointed, chosen from among tenured Professors or Researchers, serving at the University or other university sites. In the event of a reasoned resignation, the full member may be replaced by an alternate member.
3. The Commission may also be supplemented by subject matter experts of recognised qualification, or by representatives of any companies financing scholarships. In any case, the number of lecturers shall exceed the number of experts.
4. The Commission must normally conclude its work within 90 days from the Rector's decree of appointment.
5. The Rector may extend the deadline for the conclusion of the selection process once, and for no more than two months, for proven reasons indicated by the President of the Commission. Once the deadline for the conclusion of the work has passed without the delivery of the documents, the Rector will dissolve the Commission and appoint a new one to replace the previous one.

Art.9

Examination tests and evaluation criteria

1. The competition is based on qualifications and examinations as indicated in the relevant section of the information sheets annexed to this notice, **Annex 1 - 2 - 3**, to which you are referred.



Art. 10

Ascertaining the regularity of the acts

1. The Rector, within thirty days from the delivery of the documents, consisting of the minutes and any attachments, shall ascertain their formal regularity by means of his own Decree and approve the general merit list. Should he find any irregularities or formal defects, the Rector shall return the documents to the Examination Board, at the same time assigning a peremptory deadline for regularisation.
2. The Decree approving the acts, at the same time as it is issued, and the minutes of the Selection Board, will be published on the University website in the "Research Doctorates" and "Announcements and Competitions" sections. From that date the terms for any appeals shall commence.
3. Candidates will be notified of this publication at the e-mail address or PEC indicated in the application form. **The University Administration accepts no responsibility in the event of non-receipt of the notification.**
4. Candidates are granted access in the manner established by Law No. 241 of 7 August 1990. The Administration may postpone access until the competition has been concluded.

Art. 11

Admission to the Course

1. Candidates shall be admitted to the Course in order of ranking, up to the number of places available. In order to ensure compliance with the principles of clarity and transparency, the supernumerary Candidates referred to in Article 12 below shall be included in a separate ranking list.
2. The merit list of Scholarship Applicants will indicate the allocation or possible eligibility for a place with a scholarship awarded under Ministerial Decree no. 118 of 2 March 2023, under the PNRR.
3. In the event of a tie:
 - a) in a post with a scholarship, the Candidate with the most disadvantaged economic situation determined in accordance with the regulations in force shall prevail. In the event of a further tie, the Candidate with the highest degree mark shall prevail. In the event of a further tie, the youngest candidate prevails;
 - b) in a post without a scholarship, the candidate with the highest degree mark prevails. In the event of a further tie, the youngest candidate prevails.
4. The procedures and timeframes for finalising registration shall be announced on the University website, at the same time as the publication of the Rectoral Decree approving the acts and minutes of the Selection Committee. With regard to the notification of Candidates, please refer to point 3 of article 10 above.
5. In the event of non-acceptance or late acceptance by the eligible candidates, before the start of the Course, they will be replaced by other eligible candidates in order of ranking and eligibility, provided that they have submitted their application within the deadline.
6. The student may be allowed to take over after the start of the course no later than two months later, subject to the approval of the Board of Lecturers. If the renounced student has already used up the instalments of the scholarship, he/she shall return them. In the case of successful placement in more than one ranking, the candidate shall opt for only one PhD Course.



Art. 12

Supernumerary Admission

1. At the end of the competition, the Board of Teachers, having assessed the actual compatibility with:
 - ✓ the University's facilities;
 - ✓ the ability of the Teachers' Board to supervise doctoral students in carrying out their training and research activities;
 - ✓ the possible employment of doctoral candidates,may admit an appropriate number of successful candidates in the ranking list who fall within the following situations, without a scholarship:
 - a) recipients of research grants pursuant to Article 22 of Law 240 of 30 December 2010;
 - b) foreign nationals who do not compete for scholarships;
 - c) employees of Public Administrations, who may be granted a leave of absence provided for by collective bargaining for the period of the normal duration of the course or, for employees under public law, an extraordinary leave of absence for study purposes, compatibly with the needs of the administration, pursuant to article 2 of Law no. 476 of 13 August 1984 and subsequent amendments, with or without pay and unless explicitly waived, only if they are enrolled for the first time in a PhD course, regardless of the disciplinary field;
 - d) recipients of an annual gross personal income equal to or higher than the scholarship, currently set at €16,243.00;
 - e) citizens of States not belonging to the European Union, holders of scholarships awarded by the Italian Government or national and international institutions and holders of research scholarships funded by the European Union or other European or international scientific institutions;
 - f) holders of a PhD apprenticeship contract who are not included in the places advertised;
 - g) those who, having already been selected within the framework of research programmes of the European Union or other international cooperation programmes, although not having submitted an application for admission to the competition within the terms established by the Announcement, apply for enrolment in the Doctoral Programme. Enrolment is in any case subject to verification of the qualifications possessed and to the prior approval of the Board of teachers of the Doctorate, which, in the case of candidates holding a qualification obtained abroad, shall decide on the suitability of the qualification;
 - h) those who are enrolled in PhD courses at foreign universities and have signed agreements with the University for the award of a joint PhD degree.
2. It will be the responsibility of the University Administration to inform those entitled of how to proceed with registration.

Article 13

Course enrolment and attendance fee

1. Once the regularity of the competition acts has been ascertained, the relative ranking list will be published exclusively on the University website in the area reserved for Doctorates and Announcements and Competitions.



2. The published ranking list will also indicate the procedures and deadlines for finalising the registration, after which, candidates who have not complied with the requirements will be deemed to have withdrawn and another candidate will be taken over, according to the order of the ranking list.
3. Candidates admitted without a scholarship and supernumeraries declared eligible and admitted to the Course in accordance with the provisions of Article 12 above are required, at the time of enrolment, to **pay an annual contribution of € 5,000.00 (i.e. € 5,000/00). To this contribution is added the payment of the regional tax for the right to university study of the Lazio Region. Grant recipients are also required to pay the regional tax for the right to study.**

Contributions paid will not be returned under any circumstances, even in the event of exclusion from the PhD programme.

Applicants may request payment in instalments, subject to payment of 50% of the tuition fee upon enrolment.

Article 14 Scholarships

1. The Call for Proposals provides for the awarding of funded scholarships:
 - a) by the Athenaeum;
 - b) with PNRR funds pursuant to Ministerial Decree no. 118 of 2 March 2023, according to the breakdown indicated in the annexes to this Call for Proposals. The above-mentioned ministerial decree, through the activation of PhD courses on defined topics, intends to promote interdisciplinarity, adhesion to international networks and intersectoriality as set forth in the PNRR. The doctoral scholarships, financed with PNRR funds, are activated within the framework of the bound themes indicated in the aforementioned Decree and in compliance with the eligibility criteria set forth in articles 7,8,9 and 10. Recipients of scholarships financed pursuant to Ministerial Decree No. 118 of 2 March 2023 are required to comply with the following obligations, in addition to those set forth in Article 16 below:
 - a) for PNRR research grants: spend a study and research period abroad of at least six months;
 - b) for the Public Administration, Cultural Heritage, Digital and Environmental Transitions scholarships: spend a study and research period abroad of a minimum of six months and provide for study and research periods in companies, research centres or Public Administrations of a minimum of six months and a maximum of twelve months.
2. Scholarships shall be awarded according to the order defined in the merit ranking list drawn up by the Selection Committee, for an amount equal to that determined pursuant to Ministerial Decree no. 247 of 23 February 2022, corresponding to € 16,243.00 (i.e. sixteen thousand two hundred and forty-three Euros/00), unless further ministerial modifications are made. Applicants who are in any case eligible for the scholarship, but with a lower score than the one with which the last scholarship was awarded, shall be admitted "**without a scholarship**" in the maximum number indicated in the form attached to this notice, always in the order of the ranking list.



3. The above amount, which is paid in monthly instalments in arrears, is exempt from IRPEF pursuant to Article 4 of Law No. 476 of 13 August 1984, and subject, in social security matters, to the rules set forth in Article 2, paragraphs 26 et seq. of Law No. 335 of 8 August 1995, as amended.
4. Scholarships are awarded for one year and are renewed on condition that the doctoral student has completed the programme of activities planned for the previous year, verified in accordance with the procedures established by the Board of teachers, for a maximum period of three years in total.
5. The payment of any scholarships financed by external organisations under agreements entered into with the University is subject to the payment of the amount owed by the organisation to the University.
6. The limit of gross annual personal taxable income to be eligible for the PhD scholarship is set at €16,243.00 (i.e. €16,243.00) - excluding the scholarship - and can be updated by decree of the Rector. Scholarship winners undertake, upon acceptance of the scholarship, not to exceed the aforementioned income limit for each year in which they receive the scholarship, which is determined by income from assets as well as emoluments of any other nature, including those of an occasional nature. The income refers to the tax period relating to the calendar year in which the scholarship is most used. A PhD student who exceeds the personal income limit must repay the months of the grant received in the year in which the excess occurred. At the time of enrolment, a presumptive declaration of total gross personal income and the absence of causes of incompatibility must be submitted. This declaration must be repeated at the beginning of each subsequent academic year of course attendance. Scholarship recipients must also set up an INPS (Italian National Social Security Institute) contribution position by registering with the Institute's "Gestione separata".
7. Cases of total or partial incompatibility for the use of the bursary are established by current legislation and university regulations. In particular, bursaries are incompatible with research grants or other scholarships for any reason whatsoever awarded, except for those explicitly granted in addition to the same by Italian or foreign institutions for periods of training and research in a location other than the University. Scholarships may not be combined with apprenticeship contracts or specialist training contracts. Should the doctoral student find him/herself in the aforementioned situations, he/she will forfeit the grant as soon as the incompatibility arises.
8. In the event of incompatibility, the grant instalments relating to the period for which they were unduly received must be returned. The refund refers to the Academic Year or part thereof.
9. A doctoral student who has been awarded a grant may renounce the benefit of the grant by formally notifying the Rector and the Course Coordinator at the time of enrolment or at a later date. In such cases, the scholarship, or the residual part thereof, if equal to or greater than twelve months, may be assigned to the first doctoral student in the ranking who meets the requirements for the award, admitted without a scholarship, to whom the registration fee already paid shall not be returned. Renunciation of the scholarship is understood to be definitive, even if the doctoral student maintains the aforementioned status until the end of the course, subject to payment of the registration fee for the entire year.



10. Scholarship holders are exempt from the payment of fees for access to and attendance of the Courses, except for the fees and contributions due by law, as well as those required for the issue of certificates and for taking the final examination.
11. Those who have already benefited, even partially, from a scholarship for attending a doctorate course at an Italian university may not benefit from it a second time for the same title.
12. Scholarship holders may carry out paid activities authorised by the Board of Teachers up to a total gross personal income of €16,243.00 per year, excluding the scholarship. Exceeding this amount will result in forfeiture of the scholarship, the application of the tuition fee and the return of any unduly received instalments.
13. PhD students in the service of Public Administrations may benefit from the scholarship only if they are placed on unpaid leave for the duration of the course. In the case of admission to a PhD course without a scholarship, or if the student renounces the scholarship, the person on leave retains the economic, social security and pension benefits enjoyed by the Public Administration with which the employment relationship is established. In the event that, after obtaining the PhD, the employment relationship with the Public Administration is terminated at the employee's will within the following two years, the amounts paid pursuant to the above shall be reimbursed.

Art. 15

Incompatibility

1. For cases of incompatibility with enrolment on the PhD course, please refer to the relevant regulations in force.

Art. 16

Rights and obligations of doctoral students

1. The qualification of Doctoral candidate is obtained upon enrolment in the Course and takes effect from the date of commencement of the Course and lasts until the doctoral degree is obtained or exclusion or forfeiture from the Course.
2. Admission to the PhD entails an exclusive, full-time commitment, without prejudice to

subject to the specific disciplines in force. Doctoral students are obliged to attend the didactic activities envisaged by the Doctoral Course, to carry out the research activities assigned by the Board of Teachers and to undergo the required tests; they are also required to comply with the University's Code of Ethics.

3. At the end of each year, the doctoral candidate is also required to submit to the Board of teachers a report on the activities performed, the results achieved, any participation in seminars, congresses and other scientific initiatives, and any publications produced. A positive evaluation by the Board of Lecturers entails the PhD student's transfer to the following year. Any negative evaluation will result in exclusion from the course by decree of the Rector. In this case, payment of the study grant is interrupted from the date of the Decree of exclusion. Exclusion does not entitle the student to claim the refund of the registration fee paid.
4. The Teachers' Board may authorise:
 - a) the PhD student with a scholarship, to carry out paid activities, up to the amount



of the scholarship fixed by the regulations in force;

- b) the doctoral student without a scholarship, to carry out paid activities without limit. In the aforementioned case, it is in any case necessary for the Board of Lecturers to assess in concrete terms the possible incompatibility arising from the work activity without this leading to conduct that infringes constitutionally protected rights.

In both cases, the activities must enable the doctoral student to acquire skills related to the training area of the Doctorate, after assessing the compatibility of such activities with the profitable performance of the training, teaching and research activities of the Doctoral Program. The doctoral student is obliged to inform his/her supervisor and the Coordinator of the Course, of any paid activity, even if in progress at the date of enrolment in the Course, in order to obtain prior authorization from the Board of teachers, under penalty of exclusion from the Course from the occurrence of any incompatibility.

5. Public employees admitted to the Course shall be granted, for the normal duration of the Course, the leave of absence provided for by collective bargaining agreements or, for employees under public law, an extraordinary leave of absence for study purposes, compatibly with the needs of the Administration, pursuant to article 2 of Law no. 476 of 13 August 1984, and subsequent amendments and additions, with or without pay and unless explicitly waived, only if they are enrolled for the first time in a PhD Course, regardless of the subject area.
6. Civil servants who have already obtained the degree of PhD or civil servants who have been enrolled in a PhD course for at least one academic year, benefiting from such leave, are not entitled to extraordinary leave, with or without allowance.
7. Doctoral students, as an integral part of their training project, may carry out, with the prior authorisation of the Board of Lecturers and without any increase in the scholarship or additional costs for the University, tutoring activities for students on degree and master's degree courses and, in any case, up to a maximum of forty hours in each academic year, supplementary teaching activities. After the third year of the PhD programme, this limit no longer applies. The performance of the above-mentioned activities does not give rise to any rights as regards access to the University's roles.
8. In carrying out their research activities, doctoral students are supported by one or more supervisors, usually belonging to the Board of Lecturers, who will also act as thesis rapporteurs.
9. Doctoral students may carry out research, further training and education activities in Italy or abroad subject to the authorisation of the Board of Lecturers. During this period, the doctoral students are required to liaise with the Supervisor and to undergo the envisaged tests, in accordance with the procedures defined by the Board of Lecturers.
10. Holders of research grants who are awarded a scholarship in the merit list may:
 - a) keep the research grant and renounce the three-year PhD scholarship;
 - b) renounce the research grant and apply for enrolment with a scholarship.

In both cases the option is irrevocable.

11. Doctoral students are ensured representation on the Teachers' Board to deal with teaching and organisational issues.
12. The doctoral student is required to comply with the legislation in force on the protection of personal data as well as with the specific University regulations and is also required to



maintain confidentiality in relation to information, data and documents of a confidential nature that he/she may become aware of in the course of his/her work at and/or on behalf of the University or of the other bodies or companies involved.

13. At the end of the course, the doctoral student is required to complete the evaluation questionnaire of the doctorate attended.

Art. 17

Frequency

1. Attendance to the activities of the Doctoral Course is compulsory. It is the responsibility of the Coordinator, in consultation with the Supervisor and subject to the approval of the Board of Lecturers, to report to the competent offices of the University, any unjustified absences on the part of the Doctoral candidates for the purpose of adopting the measures relating to the suspension of the payment of the scholarship and the forfeiture of the PhD.

Art. 18

Exclusion and disqualification

1. The Board of Lecturers, by means of a reasoned resolution, may propose to the Rector that the doctoral candidate be excluded from continuing the course in the following cases:
 - a) non-participation in training activities;
 - b) non-compliance with the obligations laid down for the passage of the year and/or the completion of the doctorate;
 - c) negative assessment of the activity carried out, as a result of the audits at the end of the year;
 - d) unjustified and prolonged absences of more than three months;
 - e) conduct that is not compatible with the deontology of research and the rules of good behaviour prescribed by the University;
 - f) violation of incompatibility rules.

Exclusion, ordered by Rectoral Decree, entails forfeiture of the status of Doctoral student and loss of the right to payment of the scholarship, if awarded. The excluded doctoral student may not re-enrol on the same course.

2. Doctoral candidates who, after three years from the date of completion of the cycle, are found not to have obtained the degree shall be automatically disqualified.

Art. 19

Suspension

1. Attendance at the Doctoral Course may be suspended, subject to a resolution of the Board of Lecturers, for proven impediments that do not allow effective attendance for a prolonged period of time. In particular, suspension may be requested in the following cases
 - a) maternity or paternity, in compliance with the regulations in force;
 - b) civil service;
 - c) serious and documented illness;
 - d) attendance of active training courses (TFA) and Percorsi Abilitanti Speciali (PAS);
 - e) attendance of training courses;
 - f) work experience or research training relevant to the PhD course;
 - g) serious and documented personal and family problems;



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- h) in other cases provided for in the legislation in force
2. Suspension:
- a) may last a minimum of one month and a maximum of six months;
 - b) cannot be applied for retroactively;
 - c) results in the non-payment of the scholarship or other equivalent funding;
 - d) determines the freezing of the doctoral candidate's career and training activities, on penalty of nullity;
 - e) results in the postponement of the legal duration of the course equal to the sum of any suspension periods taken.
3. During the suspension period the grant is interrupted and resumed at the end of the period. In the event that the grant is financed by external bodies, its disbursement may be definitively interrupted in the event of a request for suspension from the Course, at the sole discretion of the financing body. In this case, the doctoral student may resume activities upon payment of the registration fee proportionate to the remaining period.
4. Any fees and contributions already paid by the non-scholarship or supernumerary doctoral student shall be deferred to the following Academic Year.
5. In order to resume the Course after the suspension period, the doctoral student must submit a special request. The administrative deadlines will be deferred for the duration of the suspension period. The Teachers' Board will indicate the teaching/training path to be followed for the continuation and completion of the Course.
6. The doctoral career may not be suspended after the end of the legal duration of the course.
7. Admission to the following year's course or the assessment of the thesis by the assessors, if the doctoral student is enrolled in the final year, is not possible until the suspension period has been fully made up.

Art. 20

Extension

1. For justified scientific needs, the Board of Professors may deliberate an extension of the duration of the Doctoral Course for a period not exceeding twelve months, ensuring at the same time the corresponding extension of the duration of the scholarship with funds from the University budget. The proposal must be submitted to the Board of Directors for approval in order to verify the actual financial coverage.
2. For proven reasons that do not allow the submission of the doctoral thesis within the timeframe foreseen by the duration of the course, the Board of teachers may grant, at the request of the doctoral student, an extension of a maximum duration of twelve months, without further financial burdens for the University and the doctoral student. The request may only be made in the final year of the course.

Article 21

Renunciation

1. At any time, the doctoral student may notify the Rector and the Course Coordinator of his/her irrevocable and unconditional resignation:
 - a) the continuation of the Course;
 - b) to the study grant, maintaining enrolment in the Course, subject to payment of the relative contribution. The doctoral student is also obliged to repay the amounts of



the scholarship that he/she has unduly received after the date of withdrawal from studies.

2. With the renunciation of the continuation of the Course, all contribution obligations towards the University cease, including those accrued. With said renunciation, the doctoral student has no right to a refund of fees and contributions already paid.

Art. 22

Intellectual property and confidentiality obligations

1. In cases where the doctoral student, during his or her doctoral course, has obtained research products qualifying as intellectual property rights, on which it is possible to obtain an industrial property title, such as inventions (patentable or not), know-how, utility models, ex-ornamental models and designs, software, data and data collections, these will be governed in accordance with the current regulations on inventions by university researchers and the University regulations.
2. The PhD student is required to sign an undertaking of confidentiality and acknowledgement of intellectual property rights in relation to the information, data and documents of

confidential nature of which he may become aware in the course of his work, even if he is employed by a company or an institution/university.

3. The PhD student is, in any case, guaranteed the possibility of carrying out the ordinary publication activities envisaged by the training pathway, which shall take place in compliance with the confidentiality commitment undertaken with the University for the activity carried out also at a company, as well as with any specific agreements concluded by virtue of particular types of relationship (such as, for example, inter-sectoral Ph.D Executive or apprenticeship contract).

Art. 23

Obtaining the title

1. The title of PhD, abbreviated as "Dott. Ric." or "Ph.D.", is conferred 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. While the original diploma is being delivered, the relevant certificate is issued.
3. Admission to sit the final examination is decided by the Board of Teachers and the examination must take place in accordance with the procedures and deadlines set by the University and duly notified to those concerned.
4. The University, after awarding the degree, takes care of the deposit of the final thesis at the National Libraries of Rome and Florence.

Art. 24

Translation and legalisation of documents

1. Acts and documents drawn up in a foreign language must be translated and legalised by the competent Italian diplomatic or consular representations in the foreign State and must comply with the provisions in force in that State.

Art. 25



Privacy Policy

1. The personal data collected will be processed in accordance with the provisions of current legislation on the processing of personal data. The data will be processed, by the persons authorised to process the data, by manual, computerised and telematic means 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 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, as well as the legislative decrees adapting national legislation to the provisions of the aforementioned Regulation. The same information may only be communicated to public administrations directly concerned with the legal and economic position of the successful candidate. The data controller is the Università degli Studi "Guglielmo Marconi", with registered office in Via Plinio n. 44, 00193 - ROMA.

Art.26

Person in charge of the procedure

1. Pursuant to Law No. 241 of 7 August 1990, the person in charge of the administrative procedure referred to in this notice is Mr Marco Belli, Head of the University Rectorate Offices.

Art. 27

Advertisement

1. This Call for Proposals is published on the University's website in the "Announcements and Competitions" and "Research Doctorates" sections.
2. Notice of the publication of the Notice is given on the websites of the Ministry of Education, Universities and Research and on the European site Euraxess. The notice is published in the Official Gazette - IV Special Series -.

Art. 28

Safeguard Rules

1. For all matters not provided for in this call for applications, the laws and regulations governing PhDs shall apply. The call for applications constitutes the *lex specialis* of the selection process, therefore participation in the same implies implicit acceptance, without reservation, of all the provisions contained therein.
2. Noting that this notice will be translated into English, in the event of any disputes, only the text in Italian shall be deemed authentic.