

**N.B. Please note that only the Italian version of the present call, issued with Rector's Decree n. 750/2015, is legally binding: the English version is provided for information purpose only**

## **ROMA TRE CALL FOR PHD POSITIONS - (Academic Year 2015/2016 - XXXI cycle)**

### **THE RECTOR**

CONSIDERING the Statute of Roma Tre (n. 829, 6 June 2012);

CONSIDERING Article 4 of the Law of 3 July 1998 n. 210, as amended by Article 19, paragraph 1, of the Law of 30 December 2010, no. 240;

CONSIDERING the Ministerial Act n. 45, 8 February 2013 containing the "Discipline for doctoral programs";

CONSIDERING the Ministerial Act n. 673, 19 August 2014 containing the list of Roma Tre PhD programs accredited by the Ministry;

CONSIDERING the University rules of PhD studies, issued by D.R. (Rectoral Act) n. 1207/2013 as amended by D.R. n. 989/2014;

CONSIDERING the "Guidelines on procedures for accreditation of PhD - AA 2015/2016", communicated with ministerial note of 13 March 2015;

CONSIDERING the resolutions of the Academic Senate of 28 April 2015 and the Board of Directors on 29 April 2015;

AFTER CONSULTING the Chief Executive Officer;

### **STATES**

#### **Section 1 (Doctoral programs)**

Programs last three academic years (2015/2016, 2016/2017, 2017/2018) starting November 1, 2015 and ending October 31, 2018.

At the end of the program, successful students will be granted the PhD degree ("dottore di ricerca").

For each program, in what follows, it will be specified:

- the host Department and eventual other institutions contributing to the program start up;
- the director of graduate studies ("the coordinator");
- the number of positions (with and without financial aid) available.
- the eventual number of position reserved to foreign citizens holding a foreign degree;
  - the eventual number of position reserved to foreign citizens with financial support from foreign states;
- the eventual organization in sub-programs ("curricula"), with the identification of the number of positions for each sub-program.

----- LIST of programs (check the Italian version of the Call) -----

Any other information and the **online application procedure** is available at the web site <http://europa.uniroma3.it/bando2015>

### Section 2 (Requirements for application)

Candidate can apply to each program; if the program is divided into curricula, only one application for curriculum is allowed.

Applications will be considered regardless of gender, age, religion or nationality.

Applicants must hold an Italian master degree ("Laurea Magistrale or specialistica", Ministerial Act no. 270 of 22 October 2004), or an equivalent degree granted abroad. The equivalence of the qualification obtained abroad will be assessed by the Selecting Admission Committee, which will take into account eventual international agreements; documents (to be produced only in ITALIAN or ENGLISH) in support of the equivalence must be uploaded to the above application Web. In case of incomplete transmission of the such documents, the application will not be considered. In case of admission to the program, candidates with a foreign degree will be requested to provide a "declaration of value" (certification concerning the foreign degree) of an Italian embassy or consulate.

Applications are also accepted from candidates who expect to complete their *Italian* degree by 31 October 2015. In such cases, the applicant's admission to the program will be conditional.

### Section 3 (Application)

Candidates must submit one application for each program EXCLUSIVELY VIA WEB (<http://europa.uniroma3.it/bando2015/>) completing the online form and uploading all requested documents (non Italian citizens are required to upload their PASSPORT - no other ID will be accepted), following the instructions in the form.

DEADLINE FOR SUBMISSION: JULY 08, 2015 - 14.00 (CET)

No fee is due in order to apply.

The University shall not be held responsible for any dysfunction due to technical problems and/or network overloading and/or of the OS, for the loss of communications due to incorrect address details or candidates' failures to communicate eventual changes of address, or for any other problems or delays caused by third parties, or unexpected occurrences or unforeseeable circumstances.

Incomplete or irregular applications, or applications transmitted by means different from those specified above, shall not be considered.

The application is, by law, a self-declaration of personal details and of the information provided.

Admission to the selection procedure is provisional and conditional upon verification of the data of each candidate.

Candidates whose application is discovered not to meet the admission criteria, may be excluded at any time.

In accordance with Law 104/92, Section 20 and Law 68/99, Section 16, paragraph 1, disabled candidates, or those with learning disabilities, must explicitly request, sending an email to [ricerca.affari.generali@uniroma3.it](mailto:ricerca.affari.generali@uniroma3.it), for any necessary additional equipment or for extra time they may require to undertake the selection procedure, whenever applies.

All personal data will be treated in accordance with the privacy criteria set out by the Legislative Act 196/03, "Code about personal information privacy".

Should someone need it, the PIAZZA TELEMATICA of the University (<http://host.uniroma3.it/laboratori/piazzatelematica/>) will be available for an internet access to the procedure, upon presentation of a valid identity document.

### Section 4 (Admission Committee)

The admission Committee will be nominated according to the University rules of PhD studies and its composition will be published on the website <http://europa.uniroma3.it/bando2015/>.

The first action of the Committees is to decide, if not already specified, the criteria and the procedures for evaluating the applications.

### **Section 5 (Evaluation)**

For each program any specific evaluation process is described within the online application procedure on the website <http://europa.uniroma3.it/bando2015/> Note that any part of the selection procedure will be graded with marks up to 30 points and that grades below 18 will be considered not sufficient for admission.

Date, venue and time schedule of every admission procedure will be published on the above website with at least 5 days in advance (note: no communication will be sent to the single applicants).

The selection tests will be held at Roma Tre University campus. According to specific program rules, skype interviews may be possible.

To take examinations, applicants must provide a proof of their identity.

### **Section 6 (Scholarships)**

Scholarships are awarded according to a merit-based ranking list, determined by the Admission Committee.

The scholarship gross amounts to € 13,638.47 per year. It includes possible taxes for which the student may be legally responsible. Scholarships are paid on a monthly basis; the first payment will be made in January 2016 and it will also include the November 2015 and December 2015 monthly salaries.

PhD scholarships may not be combined with any other scholarship, except from those awarded by Italian or foreign institutions to fund the student's research abroad.

Scholarship amount is increased by 50% for study/research periods spent abroad, subject to prior authorization by the PhD Committee.

Students who have already been awarded a scholarship in Italy for any PhD program are not eligible to receive another one.

In the second and third year of the program an extra grant (10% of the annual gross amount of the scholarship) is provided for research activities of each student with scholarship. The use of such extra grant is subject to authorization by the PhD Committee.

In case of withdrawal from the program, at any time, financed student will still be requested to pay the fees described in Section 7.

### **Section 7 (Tuition and Fees)**

The amount of taxes and fees charged to PhD students not receiving a scholarship is defined in the "University rules for Tuition and fees for enrollment in doctoral programs".

In the second and third year of the program a grant (10% of the annual gross amount of the scholarship) is provided for research activities of each student without scholarship. The use of such grant is subject to authorization by the PhD Committee.

PhD Committee may authorize students not receiving a scholarship to have other working activities after having verified their compatibility with the PhD program.

### **Section 8 (Admission)**

Successful applicants will be admitted to the PhD Program according to their position in the ranking, until all the available positions are filled.

Should two candidates obtain the same rank, the priority will be given to the candidates with:

- (for the scholarship positions) weaker economical situations, in accordance with the criteria established by the Law of 9 April 2001 and subsequent amendments and integrations;

- (for the non scholarship positions):

1. the highest graduation mark;

2. in case of equal graduation mark, the highest average examinations mark (weighted, if necessary);

3. if 1 and 2 are equal, the youngest age.

### **Section 9 (Documents that must be attached to the application)**

Successful applicants will be admitted to the program according to the terms and conditions that will be communicated via email by the University Research Office: in case of unsuccessful, incomplete or late applications, the candidate next in the ranking will take over. In the event that the applicant is selected for more than one program, he/she will have to choose a single PhD program.

Applicants in possession of foreign degrees will be required to present the "Declaration of value" of the degree in question.

### **Section 10 (Awarding of Degree)**

At the end of the PhD program students must take, under current legislation, the final exam to obtain the PhD title (Dottore di Ricerca).

Graduation is subject to the deposit of the final thesis; University will ensure its conservation and availability for public uploading in its own Open Access archive, as well as by the prescribed deposit in the National Libraries of Rome and Florence.

### **Section 11 (Head of procedures)**

According to the Law of 7 August 1990 n. 241, the responsible of procedures is Dr. Aldo Rocchegiani, Head of Research Office (General Affairs Area).

### **Section 12 (Personal data)**

According to Section 13 of Legislative Decree no. June 30, 2003, n. 196, personal information and documents provided by applicants will be treated by the University Roma Tre exclusively to manage the procedures for admission to a doctoral program, respecting the principles of fairness, legality and transparency and protection of confidentiality.

Participation in the selection procedure implies, in the full respect of the above mentioned norms, that candidates implicitly accept that Roma Tre manages their personal information and documents. Roma Tre University - Via Ostiense, 159-00154 Rome is entitled to use candidates' personal data.

### **Section 13 (rules)**

For matters not explicitly mentioned in the present call for applications, please refer to:

- Law July 3, 1998 law n. 210;
- Law December 30, 2010 no. 240;
- D.M. February 8, 2013, n. 45;
- PhD programs University rules;
- Fees for enrollment in doctoral programs University rules;
- rule of each program.

ROME, 10 June 2015

signed

THE RECTOR  
*Prof. Mario PANIZZA*