



UNIVERSITÀ DEGLI STUDI DI VERONA

GRADUATE SCHOOLS AND DOCTORAL PROGRAMS – YEAR 2009

NEW CALL FOR ADMISSIONS FOR N. 8 DOCTORAL SCHOLARSHIPS

ART. 1 – CALL FOR APPLICATIONS

It is open at the Università degli Studi di Verona the public competition, for qualifications and/or exams, for the admission to the Graduate Schools and Doctoral Programs, Year 2009.

GRADUATE SCHOOL	Doctoral Program	Positions with scholarship	Positions without scholarship
SCIENCES, ENGINEERING AND MEDICINE	APPLIED BIOTECHNOLOGIES	1	1
ECONOMICS	ECONOMICS AND FINANCE	2	2
TRANSLATIONAL BIOMEDICAL SCIENCES	SCIENCE OF PHYSICAL EXERCISE AND HUMAN MOVEMENT	1	-
Doctoral Program in	ITALIAN AND EUROPEAN CONSTITUTIONAL LAW	3	1

Information regarding the study program, the criteria for the evaluation of qualifications (if provided), the dates for admission exam sessions, the foreign language requested are detailed in Attachment no. 1 of the present Call for Applications.

Doctoral programs last three years (2009 – 2011) and the academic year will coincide with the calendar year.

The Doctoral Program in Italian and European Constitutional Law will start on the condition that, after the recruitment period, there are a minimum of three people enrolled.

ART. 2– ADMISSION REQUIREMENTS

In order to be able to apply for the call for admissions to Doctoral Programs, any applicant (regardless of age or nationality) must be in possession of either a “Laurea” Degree (“Vecchio Ordinamento”) or a Master Degree (“Laurea Specialistica”) released by an Italian university or of an equivalent academic qualification from a foreign university or recognised academic institute, including inter-university agreements aimed at cooperation and mobility.

Applicants who will qualify for a degree within and not after the closing date of the present Call for Applications (9th January 2009) will also be able to apply.

Candidates are admitted to participate in the call subject to confirmation. Exclusion from the procedure, in case the aforementioned prerequisites are missing, may be imposed at any time as a motivated sanction, even after examination sessions. Applications submitted or received after the closing date or without the exact title of the Graduate School/Program to which the person wishes to apply will be rejected.

ART. 3 – APPLICATION

Applications, addressed to *Rettore dell'Università degli Studi di Verona, Via dell'Artigliere 8 – 37129 Verona – Italy*, consisting in Attachment n. 2 duly filled in, together with any qualification as required by the procedures, must be submitted by the closing date set to January, 9th 2009, by means of:

- Hand delivery (specifying on the envelope “APPLICATION FOR ADMISSION PROCESS TO BE ADMITTED TO DOCTORAL PROGRAM IN IN THE GRADUATE SCHOOL OF”) at the University of Verona Post Office – Via dell'Artigliere n. 8, Verona, in the following hours:
from Monday to Friday from 09.00 to 13.00;

- Postal delivery addressed to *Al Rettore dell'Università degli Studi di Verona, Via dell'Artigliere 8 – 37129 Verona – Italia* specifying on the envelope “APPLICATION FOR ADMISSION PROCESS TO BE ADMITTED TO DOCTORAL PROGRAM IN IN THE GRADUATE SCHOOL OF

Applications must be submitted within the closing date, with no exceptions (date as postmark). Any applications submitted after the deadline will be rejected.

University administration does not accept responsibility for the loss of applications or documents due to a candidate providing an incorrect home address or missing or late notification of a change of address, nor for any postal problems caused by third parties.

The following documents, signed by the candidate, must be attached to the application:

- Photocopy of the front and back of a valid ID;
- Qualifications subject to evaluation by the Commission (specified in Attachment no.1)

Qualifications can be either provided as original copies or copies certified as being true to the original; after the publication of the final admission list, candidates must independently see to collecting their qualification documents: after six months of the publication of this list qualifications that have not been claimed will be destroyed.

In the application the candidates must also authorise offices involved in the process to deal with their personal data, in accordance with Leg. Decree n. 196 dated 30/06/2003 (“Laws regarding the protection of personal data”).

In accordance with regulation 104/1992, disabled candidates must specifically request any assistance needed and/or extra time required in order to carry out the exam in the section provided on the application form.

ART. 4 – INSTRUCTIONS FOR CANDIDATES WITH FOREIGN ACADEMIC QUALIFICATIONS

Candidates with foreign academic qualifications must attach a degree certificate to their application with all exams taken and relative grades and one or more reference letters from the University in which the qualification has been awarded.

Foreign citizens must attach a certificate of nationality (on plain paper) to their application.

If the academic qualification has already been declared as an equivalent to an Italian degree “Laurea” degree (“Vecchio Ordinamento”) or master degree (“Laurea Specialistica”) the candidate must specify the Italian University and the rectorial decree that declared the degree to be equivalent. If the qualification, awarded abroad has not been recognised, the PhD Staff Committee, will establish whether it is equivalent, with the sole purpose of being admitted to the application process.

Official documents attached to the application (degree certificate, exams taken and grades awarded, nationality certificate), must be translated into Italian or English and self-certified by the candidate otherwise he/she will automatically be excluded from the procedure.

In order to permit the academic bodies to evaluate their foreign qualifications, applicants have to fill in with the information requested the **Attachment n. 3**. The above mentioned document has to be sent with the Application Form by the closing date.

ART. 5 – CANDIDATE EVALUATION AND SELECTION

The admission exam consists in a selection procedure performed by evaluating qualifications and/or exams, with the aim of ascertaining the candidates’ preparation and capacities in scientific research and is designed to provide an ideal comparative evaluation of candidates.

Only for the Doctoral Program in Italian and European Constitutional Law, the exam will only be carried out if there are at least 3 candidates, otherwise the exam will be cancelled and candidates will be notified on the University’s web site in due time.

In any case the exam will only be carried out when at least three candidates are present.

Before participating in the exam, the candidates must show the PhD Staff Committee one of the following valid documents of identification: Identity card, driving licence or passport.

A pass in the exam will be awarded when a mark of at least 40/60 is given.

The evaluation of qualifications will be based on the documents attached by the candidates, in accordance with instructions in Attachment 1.

The final lists of candidates accepted, approved by a rectorial decree, will only be published and displayed in the University's Official Register (*Albo Ufficiale dell'Ateneo*) and on the Internet site www.univr.it (*Research – National and International Doctoral Programs – The Research Doctorate at Verona University*).

No communication will be mailed to applicants.

The selection records are available for public viewing; this in accordance with law n. 241/1990 and subsequent changes and additions.

ART. 6– EXAM COMMISSION

The PhD Staff Committee for admission exams is nominated by rectorial decree after proposal by the Teaching Staff and is made up of three members (either full professors and/or researchers including non-associates) involved in that specific scientific field. The Committee's may also include no more than two experts, including foreigners, belonging to public or private research institutes. It will be the commission's responsibility to nominate a President and Secretary amongst people selected.

ART. 7– ADMISSION TO COURSES

Candidates will be admitted in the same order as on the lists, until all places have been covered. Should a candidate withdraw his/her application, within three months from the beginning of the course, the person who comes after him/her on the list will be admitted. Should a candidate be on more than one admission list, he/she must decide on one PhD course.

If, after the process of evaluating qualifications and exam results, two or more candidates have the same score for a place without grant, then the youngest candidate will have priority in accordance with the art. 3 – comma 7 – of the law 127/97 and subsequent changes to art. 2 of the law, n. 191 dated 16/06/1998.

The PhD Committee can decide to **admit a higher number of foreign candidates and/or foreign residents**, without a scholarship, if they resulted ideal for the course in the list of merit, as long as the number of these students is not higher than half of places available.

Places with scholarships may be reserved for foreign students and/or foreign residents as part of internationalisation schemes or cooperation agreements supported by Italian and foreign ministries and institutions.

Candidates that **already have research funding**, and emerge as **eligible for scholarships may**:

- keep the research funding and give up the three-year PhD scholarship;
- give up the funding and ask for the scholarship

In both cases the choice of one option excludes the other.

Candidates that **already have research funding**, and emerge as **eligible for scholarships may**:

register without a grant, in excess of numbers specified, for the relative Doctoral Program. They will continue to receive the research funding until it expires, unless renewed; registration in a Doctoral Program does not constitute the right to obtaining further funding from the University.

ART. 8– APPLICATION

Candidates that are successful during the selection process will have to submit or send their application form so as to register for the Graduate Schools/Doctoral Program (available on the web site www.univr.it, (*Research – National and International Doctoral Programs – The Research Doctorate at Verona University*), to **Rettore dell'Università degli Studi di Verona, Via dell'Artigliere 8 – 37129 Verona – Italy, within the final date of ten days after the publication of admission lists in the University's Official Register *Albo Ufficiale dell'Ateneo*, otherwise the candidate will be excluded**. This application form must be accompanied by proof of payment of University fees and charges for access to and attending of courses detailed in art. 11 of the present document.

Should a candidate not apply within the period stated for each Graduate School/Program then the University will consider him/her as having given up his/her place (with or without grant), and this place will be assigned to the candidate that comes immediately after him/her on the list. This candidate will be informed via telegraph of the assignment of a place. Within three days of receiving this telegraph the candidate must register by presenting the documents required.

If in the documents presented there are false or untrue declarations, not only will sanctions foreseen by the Penal Code and other relative laws (art. 75 e 76 Pres. Decree. 445/2000) be imposed, but also the candidate will also automatically lose his/her place on the course. The University's Administration will see that any benefit conceded to the candidate (such as a scholarship and tax concessions) be withdrawn and will not reimburse any of the fees paid. False

declarations will also lead to possible legal action by the interested parties.

ART. 9 – SCHOLARSHIP

The amount granted for a scholarship is € 13.638,47 per year (gross) and will be increased in situations stipulated by law. The scholarship is exempt from IRE (personal income tax)

The scholarship will be granted for the entire duration of the PhD course and will be paid monthly in arrears. The PhD scholarship will be increased by 50% during authorised study periods abroad. If the student should be suspended or excluded from the PHD, the scholarship will be granted just for the period in which he/she attended the course.

Scholarships will be granted on the basis of the order of the respective admission lists. In the event of two or more students having awarded the same score, scholarships will be assigned on the basis of the students' financial situation, determined in accordance with state and regional norms regarding Study Rights.

If one or more scholarship should not be assigned by the Schools in one or more of their Doctoral Programs either for lack of eligibility or withdrawal by students, then it/they may be assigned (**excepted for the International Scholarships**) to suitable candidates in other Doctoral Programs with the same School, once again in accordance with the order of admission lists,

The number of scholarships may increase following funding by public or private bodies, up to the point that all course places are covered by scholarships.

Scholarships funded by external institutions will only be assigned after a positive outcome of the regulations that govern student funding.

The PhD scholarships cannot be summed with any other scholarships to which the student is entitled except those granted by national or foreign institutions used to integrate research with foreign study leave, training activities or scholar research.

A scholarship is available to students registered in Doctoral Programs, and this scholarship can be given to no more than 7% of the number of PhD students registered in the 2008/2009 academic year, on the condition that they fulfil requirements published in "*Bando per l'attribuzione delle borse di studio e fruizione dei servizi ESU-ARDSU (ristorazione/alloggi) A.A. 2008/2009* Procedure for scholarship assignment and use of ESU-ARDSU services 2008/2009 (catering/accommodation)" that can be consulted on the website <http://www.univr.it/benefici>.

ART. 10 – FEES AND CONTRIBUTIONS PAYABLE IN ORDER TO ACCESS AND ATTEND

COURSES

Students registered in the Academic year 2009 must pay fees and contributions into the bank account:

- no. 000003487138 - ABI 02008 - CAB 11725 - CIN T, at the UNICREDIT BANCA S.p.a. – Dipendenza di Piazza Renato Simoni n. 8, Verona, under the name Università degli Studi di Verona, as detailed below (for foreign payments the code is IBAN IT71T0200811725000003487138 – Swift Code: UNCRIT2B). In both cases the reason for payment must be specified as "Tassa di iscrizione primo anno del corso di Dottorato di Ricerca in, anno 2009".

For the payments from an Agency of the Unicredit Banca s.p.a. please consider this bank account: no. 0000000307599 - ABI 02008 - CAB 11725 - CIN T .

Students with either scholarships or research funding must carry out a single payment upon registration for a total of € **119,62**, made up of € 103,00 for REGIONAL TAX Study Rights, € 2,00 for ACCIDENT INSURANCE, and € 14,62 for STAMP DUTY, using virtual stamping system.

Students with scholarships or research funding do not have to pay tuition fees in order to access and attend the course in accordance art. 7, comma 1, letter. c) of Min. Decree. 224/99 and art. 10, comma 2 of University Regulations for PhDs.

Students without a scholarship must carry out a single payment for a total of € **309,62**, made up of € 190,00 Tuition Fees, € 103,00 for REGIONAL TAX Study Rights, € 2,00 for ACCIDENT INSURANCE, and € 14,62 for STAMP DUTY, using virtual stamping system.

Students who don't have a scholarship but with income requirements in line with norms in force, can request a reduction in tuition fees by following instructions published in the Rectorial Decree on the website www.univr.it/benefici.

Students with the following requisites are exempt from tuition fees:

- a) students with a recognised disability of 66% or above
- b) holders of scholarships from the Italian Government (for foreign students, the current application process can be seen on the website of Ministero degli Affari Esteri, www.esteri.it);
- c) the winner of the regional study scholarship.

Students interested in HONORARY LOANS FROM UNICREDIT should consult web page DIRITTO ALLO STUDIO (Study Rights) on www.univr.it/benefici.

ART. 11 – FINAL REGULATIONS

For any details not dealt with explicitly in this application procedure, regulations contained in the Min.Decree 224/99 and other legal and regulatory disposition regarding PhD will apply.

Further information can be requested directly from the *Area Ricerca – U.O. Dottorati di Ricerca, Via dell'Artigliere 8* (public opening hours: Monday, Wednesday and Friday from 10.00 to 13.00, Thursday from 15.00 to 17.00) tel. 00 39 045 802 8608/8609/8092, fax 00 39 045 8028411, e-mail: dottorati.ricerca@ateneo.univr.it and will also be available on the website <http://www.univr.it> (*Research – National and International Doctoral Programs – The Research Doctorate at Verona University*).

Please refer to the [Italian version](#) of the present call as the official one (*Conferimento di 8 borse di Dottorato di Ricerca Bando di Concorso per l'ammissione alle Scuole ed ai Corsi di Dottorato di Ricerca, Anno 2009*).