IN RELATION TO the Statute of the University of Cassino and Southern Lazio issued by D.R. no. 50 of January 15 2018;

IN RELATION TO law no. 210 of July 3 1998 : “Rules for the recruitment of university researchers and professors”, and in particular section 4 on research doctorates;

IN RELATION TO law no. 240 of December 30 2010, and specifically section 19 comma 1 which has modified section 4 of law no. 210 of July 3 1998, establishing rules for research doctorates;

IN RELATION TO the Ministerial Decree no. 45 of February 8 2013: “Regulations for the accreditation of universities and doctorate courses and criteria for the organisation of doctorate courses by accredited institutions;

IN RELATION TO the D.R. no. 389 of July 18 2013 by which the Regulation for research doctorates at the University of Cassino and Southern lazio was issued;

IN RELATION TO the D.R. no. 253 of April 27 2017 by which the aforementioned Regulation was modified;

IN RELATION TO the Ministerial Note of April 14 2017 no. 11677 by which the Miur gave notice of the new guidelines for the accreditation of doctorate courses;

IN RELATION TO the Ministerial Note no. 3419 of 05.05.2018 by which the Muir provided Operative indications for the procedure of accreditation of doctorate courses for the academic year 2018/2019 – XXXIV cycle;

IN RELATION TO the proposals for the renewal of doctorate courses for the XXXIV cycle approved by the Departments of this University;

IN RELATION TO the approval expressed by the University Evaluation Committee during the session of 13.03.2018;

IN RELATION TO the approval by The Academic Senate and the Governing Board on 11.04.2018, in favour of activating doctorate courses for the XXXIV cycle – academic year 2018/2019;

IN RELATION TO the note of 15.05.2018, prot. n. 15119, by which the Muir has notified that the results of the Anvur evaluation of the proposals to institute and renew doctorate courses for the XXXIV cycle have been published;

IN RELATION TO the D.R. no. 623 of July 10 2018 by which the number of scholarship places was increased by one for the doctorate course in “Methods, Models and Technologies for Engineering”

DECREE

Art. 1

Institution

The University of Cassino and Southern Lazio announces a public selection based on qualifications and examinations for admission to research doctorates for the Academic Year 2018/2019 - 34th cycle - details in attachment A which is an integral part of this announcement. (Attachment A consists of 3 forms, one for each PhD programme).

The actual start of the doctorate courses and relative enrolment are dependent on verification of accreditation requirements as stipulated in the Ministerial Decree 45/2013.

Art. 2

Admission Requirements

Applicants, regardless of age and nationality, must hold one of the following qualifications, or
achieve the qualification no later than 31\textsuperscript{st} October 2018, under penalty of forfeiture from admission in case of positive evaluation:

- an Italian degree awarded before the D.M. no. 509/99;
- an Italian Laurea Specialistica or Laurea Magistrale;
- an equivalent academic qualification awarded abroad previously approved by Italian academic authorities also as part of inter-university cooperation and mobility agreements.

The Selection Board will ascertain the equivalence of the foreign academic qualification to the relevant Italian degree, for the sole purpose of admission to the selection.

In this case candidates must enclose with the application form the necessary documents translated and legalised by the competent Italian diplomatic or consular representatives of the country of origin, according to current laws for the admission of foreign students to degree courses at Italian universities.

**Art. 3**

**Applications**

Under penalty of exclusion from admission, candidates are required to submit their application, along with the documentation listed in Attachment “A”, no later than \textbf{17:00, Italian time, 24 August 2018}, following the online procedure available at [https://gomp.unicas.it](https://gomp.unicas.it).

At the end of the online application procedure candidates must pay a € 40 application fee either directly by credit card or by bank transfer using MAV (Modulo Avviso Pagamento) printable from the university website. Failure to do so entails exclusion from the selection process. The enrolment fee is non-refundable.

Candidates must also enclose a copy of a valid identification document, a Personal Declaration of Certification, Attachment “B” referred to in art. 9, and, (where necessary) and the documents that should be indicated in Annex “A”.

The University administration cannot be held responsible for any missing document sent online due to reasons that cannot be ascribed directly to the University administration itself. Furthermore, the University administration will not regard as valid application forms submitted after the deadline set in the present announcement.

In compliance with the law no. 104 of February 5 1992, candidates with a disability must explicitly request any aid needed in relation to their handicap, as well as any extra time needed to complete their admission examinations. In this regard, sensitive data will be kept confidential in accordance with the legislative decree no. 196 /03

Applications will be accepted subject to verification of the requirements as set out in the announcement.

**Art. 4**

**Admission Tests**

The admission exam consists of a selective process designed to assess the candidate’s knowledge and aptitude towards scientific research.

The selection methods and assessment criteria of the admission exams are indicated in the form for each doctorate course in Attachment “A” of this announcement.

**Art. 5**

**Examination Dates**

Examinations will take place on the day, time and location indicated in Attachment”A”

Candidates must provide a valid identification document in order to be admitted to the tests. No personal notification shall be sent directly to the candidates.
Art. 6
Examination Committees

The examination committees granting admission to the PhD Programmes are appointed by the Rector on the proposal of the PhD Boards of the different doctoral programmes. Each committee will be composed of three members chosen among qualified tenured university professors and researchers from the scientific areas to which the PhD Programme refers. The committee may be supplemented by up to two experts in the same areas and by at least two other members.

In the case of diverse curriculum courses, the commission may be supplemented by at least one qualified professor or researcher from each specific curriculum.

Art. 7
Admission to PhD Programmes

Upon conclusion of the admission procedures, the examination committee, in accordance with a Decree of the Rector, will draw up a general ranking of candidates for each doctorate course which will be published on the University website:


by 10 October 2018

Candidates will be admitted to the courses according to their final ranking and until all available positions for each of the courses have been assigned.

If a candidate is admitted contemporarily to two or more PhD programmes, he/she must choose only one.

If a candidate withdraws from the programme within ten days of beginning of the course or if he/she does not enrol in due time, the next eligible candidate on the ranking list will be offered the position.

If a candidate withdraws within the first three months of the course, the PhD Board may consider the possibility of admitting the next eligible candidate from the ranking list.

The research fellows who have passed the selection may be admitted to the courses in excess, provided that the PhD programme they attend concerns the same scientific disciplinary research area covered by the grants.

The courses will start at the beginning of the new academic year.

Art. 8
Enrolment

The eligible candidates who have been admitted to a PhD course must submit their application using exclusively the online procedure available at https://gomp.unicas.it within 10 days from publication of the final merit ranking list on the university website.

Within the same deadline, the PhD students must pay the enrolment fee for the course using the precompiled MAV forms available during the enrolment procedure. The annual fee of 156 Euro includes the regional student tax for the right to university study and stamp duty.

If a candidate withdraws after enrolment or is expelled from the course, the fees will not be reimbursed.

The PhD students are obliged to pay the enrolment fees for each year of the course.

Art. 9
Research Scholarships

The scholarship, in compliance with the D.M. (Ministerial Decree) n. 40 del 25.01.2018, amounts to 15.343,28 Euro gross per year and includes National Insurance contributions which the PhD students are required to pay. The payments are in monthly instalments of equal value.
Scholarships are assigned on the basis of the candidate’s position in the final ranking. In case of equal ranking, admission is based on the economic condition of the student, in compliance with the D.P.C.M. of April 9, 2001.

The student’s personal income limit may not exceed 7,746.86 Euro during the year he/she is granted the scholarship.

When submitting their application, candidates must specify whether they intend to apply for a scholarship by ticking the relevant box in the Personal Declaration of Certification - Attachment “B,” which must necessarily be attached to the application, available at the web address: http://www.unicas.it/ricerca/dottorato-di-ricerca/bandi/xxxiv-ciclo-aa-20182019.aspx.

The number of scholarships awarded may be increased through financing from public or private bodies obtained after publication of the present call but before the closure deadline. An additional oral exam on research topics consistent with the activities of the funder may be required in order to benefit from such scholarships.

The scholarships awarded by external bodies will be granted after the relative agreements have been formalized and the funds have been transferred to the University.

The scholarship is subject to deductions for INPS National Insurance contributions paid into a special ‘separate’ scheme (a gestione separata) in accordance with current legislation. Two-thirds will be paid by the University and a third by the holder.

The scholarship will be renewed yearly on condition that the PhD student has completed the scheduled training programme and does not exceed the income limit during the year he/she is granted the scholarship.

In the case of a candidate exceeding the personal income limit, the scholarship is withdrawn and the recipient is obliged to pay back the sum awarded for the whole year.

The scholarship will be increased by 50% for research periods spent abroad for a minimum of one continuous month and for no longer than eighteen months overall.

Scholarships cannot be combined with any other research fellowships or grants except for those awarded by national or foreign scientific institutes for periods spent abroad that are deemed useful for the research activities of the student.

From the second year onward, each PhD student, either with or without a scholarship, is assured a budget corresponding to no less than 10% of the annual scholarship (and therefore 1.534,33 Euro for each year) for their research activity in Italy or abroad.

Art. 10

Rights and Duties of PhD Students

PhD students must undertake to attend the lectures and training activities and carry out research activities according to the terms and regulations laid down by the PhD Board.

At the end of each academic year and upon evaluation by the Head of the Doctoral School, the PhD student who has met all the requirements of the training programme will be granted admission to the following year by the PhD Board. A negative evaluation will determine expulsion of the student from the course.

Within the first 3 months of the course, the PhD student must register with the University Research Catalogue where he/she is obliged to enter all the data concerning their scientific production.

The PhD student may apply at any time to withdraw officially from the course. For those students with a scholarship, this entails immediate suspension of the grant and the obligation to repay any undue monthly instalments received after that date.
Art 11
Compatibility and incompatibility

The admission to courses involves a full-time exclusive commitment, without excluding the possibility of a different specific discipline for courses under agreement or partnership or for Ph D students that take benefit from apprenticeship contracts.

The current regulations are applied to public employees who are admitted to Ph D courses.

Subject to the Board of Professors’ authorization, Ph D students can participate in paid research activities developed at the various departments, as well as in research projects financed by public or private institutions.

The authorization for the execution of paid work activities will be issued by the Board of Professors, after consultation with the supervisor, following the verification of compatibility with the execution of educational activities. For Ph D students with scholarships the admissible paid activities are limited to those that allow the acquisition of additional skills in the educational field of the Ph D; for Ph D students without a scholarship the Board will evaluate any incompatibility, taking care not to produce, with such limitation, a detrimental conduct of the right to study.

The enrolment in Ph D courses is not compatible with the following positions and/or activities:

a) simultaneous enrolment in degree courses, schools of specialization, other schools or Ph D courses, first and second level master courses;

b) the position of contract professor for the tenure of teaching, teaching modules and linguistic education at any University or Institution that issues academic qualifications.

Art 12
Suspension

The attendance of the Course is compulsorily suspended in the event of maternity, paternity, adoption and foster care, in accordance with the current regulations, civil service, documented sickness and injury with a duration of more than thirty days.

In addition, attendance can be suspended, upon request of the Ph D student, due to parental leave, attendance of Active Training Internship courses (TFA), trial employment relationship, serious and sufficiently substantiated reasons.

In deciding on the suspension, the Board can set deadlines, conditions and verifications compatible with the interim evaluation deadlines.

The total duration of the suspension, even in the event of cumulation, cannot exceed twelve months, except in the event of maternity.

All suspension periods exceeding thirty days will be made up for at the end of the Course.

In the event of a suspension exceeding thirty days, the payment of the scholarship will be regularly suspended.

Art. 13
Awarding of the qualification

The title of Ph D will be issued following the positive evaluation of a research thesis which contributes to the advancement of knowledge or methodologies in the field of investigation chosen. The Ph D thesis, accompanied by a summary in Italian or English, will be written in Italian or English or in another language subject to the authorization of the Board of Professors. The thesis, which is accompanied by the Ph D student’s report on the activities carried out during the course of the Ph D and on publications, if any, will be evaluated by at least two highly qualified professors, even belonging to foreign institutions, external to the people who will contribute to the issuance of the title of Ph D, hereinafter referred to as evaluators. The evaluators will express a written analytical judgment on the thesis and propose its admission to public discussion or its postponement for a period not exceeding
six months if they believe that significant integrations or corrections are necessary. After this period, the thesis will in any case be admitted to public discussion, along with a new written opinion from the same evaluators, in light of the corrections or integrations made.

At the end of the discussion, carried out before the committee pursuant to the following Art. 15, the thesis will be approved or rejected, with written justification from the Board. The committee, by unanimous vote, has the right to award honours where results of particular scientific importance are concerned.

Art. 14
Final Examination Committees
The examination committee for the awarding of the qualification in each Ph D course is appointed by the Rector, upon the proposal of the respective Board of Professors, and is composed of three members chosen among university professors and researchers qualified in the disciplines relevant to the course. At least two members must belong to Italian or foreign Universities and must not belong to the Board. The committee can be integrated by no more than two experts not belonging to the University.

Art. 15
Processing of personal data
On the basis of the Legislative Decree n. 196/2003 as amended, the University will undertake to use the personal data provided by candidates exclusively for institutional purposes and for the completion of examination procedures.

The participation in the competition includes, in accordance with the principles pursuant to the above-mentioned law, tacit consent to the publication of the candidates' personal data and those relating to the examination on the website of the University of Cassino and Southern Lazio.

Art. 16
Reference standards
For matters not expressly provided for in this call for candidatures the legislative and regulatory provisions on PhDs apply.

The present decree is included in the official internal compilation of the University.

Cassino, July 16, 2018

THE RECTOR
Prof. Giovanni BETTA