

Settore Ricerca
Ufficio Dottorati ed Assegni di Ricerca

Decree n. 662

THE RECTOR

- IN RELATION TO** the Statute of the University of Cassino and Southern Lazio issued by D.R. no. 661 of July 26, 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. 226 of 14.12.2021 "Regulation on the modalities for the accreditation of doctoral institutions and courses and criteria for the establishment of doctoral courses by accredited institutions";
- IN RELATION TO** the Research Doctorate Regulations of the University of Cassino and Lazio Meridionale, issued by D.R. no. 326 of 13.05.2022 and amended by D.R. no. 783 of 07.10.2022;
- IN RELATION TO** Ministerial Decree no. 247 of 23.02.2022 by which, the annual amount of the scholarship for attendance at PhD programmes has been re-determined at € 16,243.00, gross of social security charges borne by the recipient, starting from 01.07.2022;
- IN RELATION TO** the Guidelines for the accreditation of doctoral courses, issued by Ministerial Decree no. 301 of 22.03.2022, and transmitted by MUR note prot. 8424 of 23.03.2022;
- IN RELATION TO** Ministerial Decree no 629 of 24.04.2024 that has ordered for the year 2024/2025 the attribution, based on the PNRR, Mission 4, component 1 "Enhancing the provision of education services: from kindergartens to the University" - Investment 3.4 "Teaching and advanced university skills" and Investment 4.1 "Extension of the number of innovative PhD and PhD programmes for public administration and cultural heritage" scholarships lasting three years for the attendance of doctoral programmes;
- IN RELATION TO** Ministerial Decree no 630 of 24.04.2024 that has ordered for the year 2024/2025 the attribution, based on the PNRR, Mission 4, component 2 "From Research to Enterprise" - Investment 3.3 "Introduction of innovative doctorates that meet the needs of innovation of companies and promote the recruitment of researchers from companies", scholarships lasting three years for the attendance of innovative doctoral programs;
- IN RELATION TO** the note MUR prot. no. 8614 of 2 May 2024, containing the operational instructions for the accreditation procedures of doctoral courses a.a. 2024-2025 - XL cycle and modalities of implementation of Ministerial Decrees No. 629 and No. 630 of 24 April 2024
- IN RELATION TO** the proposals for the renewal of doctorate courses for the XL cycle approved by the Departments of this University;
- IN RELATION TO** the approval by The Academic Senate and the Governing Board dated 28.05.2024 and 31.05.2024, in favour of activating doctorate courses for the XL cycle – academic year 2024/2025 and the allocation of resources;
- IN RELATION TO** R.D n. 659 of 12.07.2024 with which the number of places to be offered for the doctorate course in Methods, models and technologies for engineering has been increased;

DECREES

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 2024/2025 – XL cycle. The details of the advertisement are in attachment A, which constitutes an integral part of this announcement. (Attachment A consists of 5 forms, one for each PhD program). In attachment "A", for each doctoral program a list is provided indicating:

- a) Professor Coordinator of the course
- b) Total number of positions available
- c) Number of positions with grant and without grant
- d) Study subjects
- e) Documents to be attached to the application
- f) Modalities for selecting candidates
- g) Evaluation criteria
- h) Dates of the exams
- i) Course website

The actual activation of courses and matriculations is subject to the positive evaluation by the MUR, having acquired the favorable opinion of ANVUR, according to the provisions of DM No. 226 of 14.12.2021.

The doctoral scholarships awarded on the funding of DD.MM 629/2024 e 630/2024 are subject to the verification of eligibility carried out by the MUR on the basis of the requirements of Articles 7,8,9 and 10 of DM. 629/2024 and Article 7 of DM 630/2024. In case of a negative outcome of the verification, the scholarships will not be disbursed, resulting in the forfeiture of the winning candidates.

The number of scholarships offered could also be increased following further financing by public or private subjects after the date of publication of the present competition, provided the agreements are signed before the date the selection is concluded. Moreover, the scholarships will be assigned following a possible additional oral test on the research themes consistent with the activities of the financing subject.

Fellowships funded by external entities will be disbursed only after the formalization of the relevant agreement acts and after the actual transfer of funds to the University.

The scholarships financed by external subjects will be offered only after the conventions are signed and the funds actually transferred to the university.

Art. 2

Admission Requirements

Those who, on the deadline date, hold one of the following degrees, are eligible to apply for the competition, without age or citizenship limits:

- 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 compliance with the regulations in force in Italy and in the country where the degree was awarded, as well as with treaties or international agreements on the recognition of degrees for the pursuit of studies. In this case, the candidate must attach to the application the documents deemed useful for the evaluation of the suitability of the degree, (degree certificate; certificate of exams taken; type of degree; normal duration of the course; name of the academic institution issuing the degree; date of degree; grade/judgment). All documents must be translated into Italian, if written in a language other than English.

Candidates who have yet to obtain their degree may apply for admission on condition that they obtain it by October 31, 2024, under penalty of forfeiture.

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 **12:00, Italian time, August 21, 2024**, following the online procedure available at <https://gomp.unicas.it>

Once the online application has been completed an invoice will be automatically issued to allow paying the 40 euro enrollment fee. This fee must be paid within the same deadline (**August 21, 2024**) as the application, with a credit card or a pagoPA form. This contribution will not be refunded and lack of payment within the terms will result in the exclusion of the candidate.

Candidates must also enclose a copy of a valid identification document.

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, as modified by D. Lgs n. 101/2018, and by EU Regulation 2016/679.

Submission of the application for admission implies the candidate's acceptance of the rules contained in this notice. Failure to comply with these rules will result in exclusion from the competition.

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"

Any modification to the dates will be promptly announced on the University website at: <https://www.unicas.it/ateneo/bandi-di-concorso/corsi-di-dottorato-di-ricerca-aa-20242025-xl-ciclo/>

No personal notification shall be sent directly to the candidates.

Candidates must provide a valid identification document in order to be admitted to the tests. Absence from the exams, for whatever reason, will be regarded as withdrawal.

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 Program 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: <https://www.unicas.it/ateneo/bandi-di-concorso/corsi-di-dottorato-di-ricerca-aa-20242025-xl-ciclo/>
by September 10, 2024.

During the selection, the committee will also assess the suitability of the candidates to carry out the research envisaged by the topic-bound fellowships.

Candidates will be admitted to the course up to the number of places offered for each doctoral course.

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

Art. 8

Enrolment

Candidates who, on the basis of the final ranking list, are successful in the selection must submit, under penalty of forfeiture, **by September 12, 2024**, the application, using only the online procedure available at <https://gomp.unicas.it>.

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

Once the deadline for enrollment mentioned above has expired, the places that may become available, as a result of renunciation, express or tacit, by a winner will be made available to candidates who have been classified as eligible, and the ranking will be moved up by sending a communication to the email address of the successor candidate. In such a case, matriculation must be finalized within the deadline communicated by email.

Applicants with a degree obtained abroad after submitting the matriculation application should send the following documents by e-mail to: c.manzo@unicas.it:

- for degrees awarded in European Union countries: Diploma Supplement or Certificate of Comparability issued by ENIC-NARIC centers (Cimea), info <https://www.unicas.it/studenti/international-students/convenzione-cimea.aspx>;
- for degrees awarded in countries outside the European Union: Dichiarazione di Valore in loco issued by the Italian Diplomatic-Consular Representation of reference for the country in which the degree was awarded, or as a substitute, the Attestato di Comparabilità issued by ENIC-NARIC centers (Cimea), info <https://www.unicas.it/studenti/international-students/convenzione-cimea.aspx>;

Candidates with a degree obtained abroad who at the time of enrollment in the course fail to submit the required documentation are enrolled with reserve and may be excluded from the PhD program, with the obligation to return any monthly scholarship payments received, if they fail to deliver such documentation within three months of the beginning of the course or if, upon verification, the title produced does not comply with the requirements of this notice.

Foreign candidates who require a visa for entry into Italy must finalize their registration on the portal <https://www.universitaly.it/index.php/registration/firststep> and submit a pre-enrollment

application for the doctoral course, following the procedure indicated therein for the purpose of obtaining a visa. For information and assistance, they can contact the Foreign Students Office of the University's International Relations Center, email laura.morone@unicas.it

The issuance of a study entry visa is a sine qua non for the continuation of the procedure.

Renunciation of enrollment does not entitle the student to a refund of fees already paid.

Doctoral students are required to pay tuition fees for each year of the course.

The duration of the course is three years, starting November 1, 2024

Art. 9

Research Scholarships

In compliance with the D.M. (Ministerial Decree) n. 247 of February 23, 2022, the scholarship amounts to 16.243,00 Euro gross per year and includes the National Insurance contributions which the PhD students are required to pay. The payments are in monthly instalments of equal value.

The scholarships, apprenticeship contracts and any additional forms of financial support will be awarded on the basis of the general merit list; in the event of a tie, the assessment of personal economic situation pursuant to current regulations prevails. For the allocation of places without a scholarship, in case of equal merit, the candidate with a disability of 66% or more prevails, and in case of further parity, the candidate with the youngest age prevails.

Any gross amounts from any employed or assimilated work or from self-employment received by the doctoral candidate in connection with each year of the grant may not exceed € 16.243,00.

When submitting their application, candidates must specify whether they intend to apply for a scholarship, only for courses that also include places without scholarship.

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 program 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.

Those who have already received a doctoral grant may not use it for a second time.

Starting from the first 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

Following enrollment in the course, each doctoral student will be given a University email account through which institutional communications will be sent.

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 according to the training project agreed upon with their Supervisor and co-Supervisor(s).

At the end of each academic year, the doctoral student is admitted to the following year by the College, after consultation with the Supervisor and co-Supervisor(s), on the basis of verification of the

fulfillment of the prescribed educational obligations. A negative evaluation results in exclusion 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 his/her scientific production.

As an integral part of the educational project, doctoral students may carry out, subject to the College's authorization, tutoring activities, including paid tutoring, for students in the undergraduate and master's degree courses, as well as supplementary teaching activities within the maximum limit of forty hours per academic year.

Beneficiaries of scholarships funded under DM 629/2024 of DM 630/2024 are, in addition, required to comply with the obligations set forth in the table below:

D.M. 629 Scholarships -PNRR	- spend study and research periods abroad from a minimum of six (6) months to a maximum of twelve (12), extendable to eighteen (18) in the case of co-tutorship;
D.M. 629 Scholarships -Public Administration	- Spend periods of study and research in companies, research centers or public administrations from a minimum of six (6) months to a maximum of twelve (12) months; - spend study and research periods abroad from a minimum of six (6) months to a maximum of twelve (12), extendable to eighteen (18) in the case of co-tutorship;
D.M. 630 Scholarships -	- Spend periods of study and research in the enterprise from a minimum of six (6) months to a maximum of eighteen (18) months; - spend study and research periods abroad from a minimum of six (6) months to a maximum of twelve (12), extendable to eighteen (18) in the case of co-tutorship;

They are also required to draw up a six-monthly report, via the dedicated online platform, indicating the time commitment (broken down into months in the company, on site and abroad) and a summary of the main activities carried out, validated by the Course Coordinator.

At any time the doctoral student may apply to relinquish his or her studies. For doctoral students with scholarships, this entails the immediate suspension of the scholarship and the obligation to return any monthly payments received after that date.

For foreign doctoral students who do not belong to European Union countries, it is made obligatory to initiate procedures for the issuance of a residence permit once they are present in Italy according to the timeframe and residence rules of Italian law, under penalty of forfeiture of status and benefits.

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.

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. The admissible paid activities are limited to those that allow the

acquisition of additional skills in the educational field of the Ph D.

The regime of incompatibilities with enrollment in a doctoral program is defined by current regulations.

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, 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 six months, except in the event of maternity.

All suspension periods exceeding thirty days will be made up for at the end of the Course. During the suspension, the disbursement of the scholarship is 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 chosen field of investigation. 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

The data will be processed, for the purposes identified in this Call, pursuant to D. Lgs. n. 196/2003, as amended by D. Lgs. n. 101/2018, and by EU Regulation 2016/679 (General Data Protection Regulation, GDPR). For more details please connect to the following link:

<http://www.unicas.it/footer/privacy-2018.aspx>

The participation in the competition includes, in accordance with the principles pursuant to the above-mentioned regulations, 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 17, 2024

IL RETTORE
Prof. Marco DELL'ISOLA

Il Responsabile del Settore
Dott.ssa Carla Manzo