



## COURSES REGULATION FOR ATTAINING A RESEARCH PHD

### ART. 1

#### SPHERE OF APPLICATION AND ESTABLISHMENT

1) This Regulation, issued pursuant to art. 4, paragraph 2, of the Law of 3 July 1998 n. 210 and following modifications and additions and the Ministerial Decree n. 226 of 14 December 2021, governs the establishment, accreditation and operation, at the University of Parma, of courses for the attainment of Research PhD capable of providing the necessary skills to exercise at universities, public bodies or private entities, activities of highly qualified research, also for the purpose of accessing careers in public administrations and the integration of highly innovative professional paths.

2) The courses referred to in paragraph 1 are established, subject to accreditation by the MUR, with the consent of ANVUR, at the University of Parma on the basis of financial resources guaranteed by ministerial funding, by allocations to the university budget, by competitive tenders at national, European and international level as well as through agreements with public and private subjects.

3) The aforementioned courses can also be established in agreement with Italian or foreign universities with the possibility of issuing a multiple or joint final degree. Can be established with public or private research bodies, Italian or foreign, in possession of high cultural and scientific qualification requirements, suitable personnel, structures and equipment, on the basis of a specific agreement in which states the contribution in terms of teaching, availability of financial resources, operational and scientific structures that guarantee the sustainability of the course and a number of scholarships equal to the provisions of art. 4 paragraph 1, letter b), point 2) of the Ministerial Decree 226/2021. The administrative headquarters, in the case of PhDs in agreement with research institutions, is the University which is responsible for issuing the academic qualification.

PhD courses can be established in agreement with companies that carry out qualified research and development activities.

PhD courses can be established in agreement with public administrations, cultural institutions and research infrastructures of European or international importance, for the implementation of specific research and development programmes or for innovation.

PhD courses can be established - with the qualification of "Industrial PhD" as part of the denomination - on the basis of specific agreements or consortia, which include companies, including foreign companies that carry out qualified research and development, with the possibility of allocating a share of the places available to employees of companies or affiliated entities engaged in highly qualified and research and development activities which are admitted to the PhD after passing the relative selection. In such cases, the administrative seat of the PhD is the University of Parma which is responsible for issuing the academic qualification.

The University of Parma promotes the establishment and participation in the PhD courses of national interest - referred to in art. 11 of the M.D. 226/2021 - as able to contribute in a proven way to the Research progress also through the achievement of specific objectives, part of priority areas of intervention of the National Recovery and Resilience Plan. Among the previous, those related to the enhancement of innovative PhD courses for public administration and cultural heritage, related to the national research programme or relative national plans.

In any case, the possibility remains to activate apprenticeship contracts aimed at the education of industrial PhD, with guarantee of the prevalence of research activity, as provided for by art. 45 of the legislative decree 15 June 2015, n. 81.

Apprenticeship contracts as well as places activated on the basis of industrial PhD courses are considered equivalent to PhD scholarships for the purposes of the minimum calculation necessary for the activation of the course.

PhD courses can also be set up in consortium with other universities, with the possibility of issuing double, multiple or joint degrees, as well as in consortium with highly qualified public or private research bodies, including those from foreign countries. In the latter case, the administrative headquarters of the consortium is the University of Parma, which is responsible for issuing the academic qualification.

4) The research PhD courses, upon proposal of the Department Council or of any connecting structures, are approved by the Board of Administration after hearing the opinion of the Academic Senate.

5) The Rector provides for their institution with his own decree.

6) The topics of the PhD course refer to broad, articulate and clearly defined disciplinary fields. The qualifications and curricula of the PhD courses are evaluated by ANVUR during the accreditation of the courses.

7), Annually for each course to be activated the following are determined, with resolutions of the competent academic bodies:

- a) the number of places foreseen, for each course cycle, without precluding the possibility of increasing the places available following funding that becomes available within the deadline of the call;
- b) the amount of contributions if required by law;
- c) the number and amount of scholarships to be awarded after comparative assessment of merit;
- d) the duration of the courses, in any case not inferior to three years.

8) Pursuant to art. 6 paragraph 7 of the M.D. December 14 2021 n. 226, the PhD courses can be organized in PhD Schools with the tasks of coordinating and managing common activities.

## **ART. 2 REQUIREMENTS FOR THE ESTABLISHMENT OF RESEARCH PHD COURSES**

1) The Board of Administration, having heard the opinion of the Academic Senate, will make the appropriate activations or deactivations.

2) The requirements are:

- a) the presence of a Teaching Board, consisting of a minimum number of 12 members, belonging to scientific fields consistent with the educational objectives of the course and taking into account, where possible, of gender balance.

The Board is made up, for at least half of the members, by full-time full or associated university professors and for the remainder by permanent researchers. The researchers may belong to universities, to public research bodies or in the case of PhDs in associated form with public research bodies also by researchers belonging to the roles of research managers, researchers or first researchers of the same bodies, without alteration to the minimum number of Professors. In any case, the researchers belonging to the PhD Board must be in possession of a scientific qualification, attested on the basis of the necessary requisites provided by the current legislation, for access to the functions of associated professor. The professors must be in possession of a scientific qualification, certified on the basis of necessary requirements, that grants access to the role they already occupy.



The members of the boards belonging to foreign universities or research bodies must have at least the minimum requirements, established by current legislation, to access the functions of associated professor.

The Coordinator of the PhD must have a high scientific qualification, certified on the basis of the requisites provided for by the current legislation, to access the functions of full professor.

Furthermore, up to a third of the Teaching Board may be composed by experts, even if not belonging to universities or public research bodies, in possession of a high and proven scientific or professional qualification in research fields consistent with the educational objectives of the PhD course.

The composition of the Board for PhDs in agreement or in consortium, in compliance with the above requirements, is explicitly defined in the agreement itself;

b) the provision of PhD scholarships, or other equivalent forms of financial aid, such as to allow for the presence of an average number of at least 4 scholarships for PhD programme. Scholarships assigned to activated PhD in agreement or consortium are excluded from the calculation, in this scenario for each single PhD course this availability of scholarships cannot be less than three.

In the case of PhDs activated in agreement or consortium, each institution shall finance at least two scholarships; if the subjects are more than two, the administrative office of the course shall finance at least two scholarships and each other subject shall finance at least one.

In the case of PhDs of national interest, they must be activated through the stipulation of an agreement or consortium between a University and at least four subjects referred to in Article 3, paragraph 2 of the M.D. 226/2021 to create highly qualified educational courses and allow access to research infrastructures suitable for carrying out the research projects of PhD students, providing for at least thirty scholarships for each PhD cycle;

c) the provision of any PhD positions without scholarship within the limit of one place out of three, with scholarship for each PhD course. The competent Academic Bodies may decide on the non-activation of positions without scholarships;

d) the availability of specific operational and scientific structures for the course and for the study and research activities of the PhD students;

e) the availability on the part of the proposing Department of adequate and stable funding for the sustainability of the course, with specific reference to the support of the research in which the activity of the PhD students is carried out, including the mandatory budget for the research activity;

f) the possibility of collaboration with public or private subjects, Italian or foreign, which allows PhD students to carry out experiences in a context of work activities;

g) the provision of disciplinary and interdisciplinary educational activities, also in common with other PhD courses, in the linguistic or IT fields but also of research management and knowledge of European and international research systems. Among these the enhancement of research results and of intellectual property;

h) the provision of educational courses aimed at carrying out highly qualified research activities at universities, public bodies or private entities;

i) a quality assurance system for the design and management of PhD education in accordance with the quality assurance Standards of the European Higher Education Area (EHEA), as by indications of ANVUR.



**ART.3**

**EDUCATIONAL OBJECTIVES AND STUDY PROGRAMMES**

- 1) The education of research PhD, as referred to in art. 1 paragraph 2) of the Ministerial Decree 226/2021, is aimed at acquiring the skills necessary to carry out highly qualified research activities in public and private subjects, as well as qualifying also in the exercise of the liberal professions, contributing to the creation of the European Higher Education Area and the Europe Research Area.
- 2) The Departments and any connecting structures, in formulating the proposals for the activation of PhD courses, determine the possible curricula, the specific educational objectives and the study programmes for each course, giving prior publicity in order to ensure the widest comparison within the scientific community.
- 3) The education of the PhD student shall be integrated by periods of study abroad, or by internships in public and private entities for periods longer than six months, subject to the authorization of the Coordinator and the Director of the Department, after hearing the opinion of the Teaching Board.

**ART.4**

**INTERNATIONALIZATION**

- 1) The University of Parma promotes and favours the development of international cooperation in the field of Research PhDs. To this end, it encourages participation in European programmes and stipulates agreements with foreign universities and/or bodies, defining the methods of cooperation, mobility and providing for the issue of double/multiple/joint degrees.
- 2) The University can also sign bilateral co-supervision agreements with universities of foreign countries, as administrative site and as a host site. Co-supervision consists in the joint tutorship of a PhD thesis by a professor from our University and a professor from a foreign one. It furthermore provides, at the end of the PhD programme, the issue of a double or joint degree that has value in the countries where the two universities are located.  
Co-supervision can be activated, subject to the approval of the Teaching Board, in favour of enrolled PhD students, as a rule, in the first or second year of the course, in order to allow the research programme to be carried out at both contracting sites.  
In the event of the University of Parma being the host site of the co-supervision, the PhD student must spend a research period usually not inferior to one year, even if not continuous, at the University itself.

**ART. 5**

**ACCESS**

- 1) Access to the research PhD is open to those who, upon the call deadline, are in possession of a master's degree or suitable foreign qualification without age and nationality limits. Furthermore, those who shall attain the qualification required for admission by the date of enrolment in the PhD course indicated in the call, can access the PhD course under penalty of forfeiture of admission.  
The academic qualification attained abroad is verified by the Judging Commission in compliance with the legislation in force in Italy and in the country where the qualification has been issued, as well as

international treaties and agreements regarding the recognition of qualifications for the continuation of studies.

Those who already hold a research PhD title can be admitted to attend a new research course, after passing the selection tests, without the provision of any scholarship.

2) The competition call, issued by the Rector, is drawn up in Italian and in English, published online for at least 30 days on the University website and on the European Euraxess website, it is also timely communicated to the Ministry of University and Research for dissemination at national level also through online means.

The call states:

- a) the total number of places available to be assigned after a comparative assessment of merit;
- b) the number and amount of scholarships;
- c) the possible number of scholarships on a restricted topic;
- d) the number and type of places reserved for employees of partner companies;
- e) the number of possible places reserved for graduates from foreign universities, scholarship holders from foreign countries, scholarship holders in specific international mobility programmes and beneficiaries of communitarian and international collaboration projects, for which specific admission procedures may be envisaged. The places reserved for graduates in foreign universities that are not assigned are made available for the admission procedures for non-reserved places;
- f) the potential curricula;
- g) the evaluation criteria used by the Judging Commission;
- h) the contributions to be paid by PhD students and the regulation for any exemptions;
- i) the procedures for the admission test/s;
- j) the length of the course;
- k) the calendar of the tests;
- l) the enrolment period;
- m) the methods for summoning.

3) The Rector, having consulted the Teaching Board, appoints with his own decree the commission in charge of the comparative evaluation of the candidates as well as the substitute members.

The Commission is made up of three members chosen among University Professors and Researchers. The Rector, at the request of the Teaching Board, can integrate the commission with no more than two experts, be they foreigners, chosen from public and private research institutions and structures.

For courses with several curricula or topics, the Judging Commission can be composed of more than three members up to a maximum of seven.

The Commission elects from its own members a President and Secretary.

In the case of courses established as a result of international inter-university cooperation agreements, the commission and admission procedures are defined in accordance with the provisions of the agreements themselves.

4) For admission there is a competition based on qualifications and further possible exams.

Each research PhD programme provides for just a single method for selecting candidates, even in the presence of multiple research topics.

The comparative evaluation procedures are aimed at ascertaining the candidate's ability and aptitude for scientific research. They may consist, in addition to the evaluation of qualifications and/or research project, in written tests, public oral tests, practical tests or in a combination of these methods chosen by the Teaching Board.

The admission tests can be carried out in a language other than Italian and also with the aid of IT tools and online methods suitable for verifying the identity of the candidate, provided that they are expressly indicated in the call of the competition.

The Judging Commission can appoint a total of 120 points for the evaluation of qualifications and any further tests. To achieve eligibility, it is necessary to acquire an overall score not inferior to 70 points.

The commission creates the ranking of suitable candidates on the basis of the scores obtained in the assessment of qualifications and in any tests. Candidates are admitted to the course according to the order of the ranking, up to the number of places advertised, according to the procedure previously stated in art. 5 paragraph 2, letters c), d) and e), therefore places can be assigned only to candidates for whom the Judging Commission has expressed an assessment of eligibility.

In the event of a candidate withdrawing within two months of the start of the course, another candidate will take over according to the order of the ranking of eligible candidates and, in any case, no later than the third month from the start of the course.

The minutes relating to the competition deeds, signed by all the commissioners, must be submitted to the competent administration office within three days of the completion of the tests.

Adequate publicity is ensured to the competition records pursuant to Law 241/1990 and subsequent amendments and additions.

5) The beneficiaries of scholarships provided by European and international bodies or other forms of financial support on the basis of specific projects in which the University of Parma is a partner can be admitted to PhD courses. They are subject to the assessment of the admission requirements and they must be beneficiaries of a scholarship or other form of financial aid won through participation in the selection procedures described in the regulations of each programme.

For this category of PhD students, the provisions relating to paragraphs 1, 5, 7 and 8 of the art. 8 "SCHOLARSHIPS AND CONTRIBUTIONS" do not apply.

## **ART. 6 RIGHTS AND DUTIES OF A PHD STUDENT**

1) The PhD student is required to ensure attendance at the PhD course on the basis of the indications established by the Teaching Board.

Admission to PhD courses involves an exclusive, full-time commitment.

It is the responsibility of the Teaching Board to determine the conditions of compatibility of any additional activity, including paid ones, with the fruitful performance of the didactic, educational and research activities of the PhD course.

The PhD student is required to carry out the research activities and to attend the didactic activities planned by the Teaching Board for each academic year, as well as to present the papers and the results produced within the terms and in the manner established by the Board. The evaluation of the PhD students' activities is carried out by the Teaching Board at least once a year.

A negative evaluation will result in exclusion from the PhD programme. In this case, the payment of the scholarship is interrupted from the date of forfeiture.

The positive assessment of the PhD students' activity, carried out by the Teaching Board at the end of each year of the course, entails admission to the following year or to the final exam.

In any case, the PhD student must be up-to-date with the payment of the fees and/or contributions envisaged.



2) Pursuant to l. 14 January 1999 n. 4, the winners of admission competitions for research PhD courses at university clinics can be employed, upon request and with the approval of the structure to which they belong, in the assistance activity if compatible with the educational purposes on the proposal of the Teaching Board.

3) Students enrolled in a medical specialization school, if winner of an admission competition to a PhD course, can be admitted to joint attendance exclusively during the last year of the specialization school.

For this purpose, specialization students are allowed to participate in the competition starting from the second to last year of enrolment in a specialization school.

Joint attendance must be compatible with the activity and commitment envisaged by the school and has to receive the authorization issued by the School Council and the Teaching Board, also in consideration of the distance between the sites.

The Teaching Board of the PhD course decides on the possible acceptance of reduction requests following the evaluation of the research activities already carried out during the medical specialization and certified by the board of the specialization school with the enrolment in the second year of the PhD course.

During the year of joint attendance, the specializing student cannot receive the PhD scholarship.

4) Italian public employees admitted to PhD courses enjoy the leave for study reasons envisaged by collective bargaining for the normal duration of the course, compatibly with the needs of their administration, pursuant to article 2 of the law of 13 August 1984, n. 476, and subsequent amendments, whether with or without funding and unless they explicitly forfeit, if they enrol for the first time in a PhD course, regardless of the disciplinary field.

The period of extraordinary leave is useful for the purposes of career advancement, retirement and social security treatment.

In the event of admission to PhD courses without a scholarship, or while renouncing it, the interested party on leave retains the economic, social security and retirement benefits enjoyed by the Public Administration with which the work relationship is established.

Are not entitled to extraordinary leave public employees who have already attained the title of research PhD, nor public employees who have been enrolled in PhD courses for at least one academic year, benefiting from a leave, with or without funding.

If the employee is not entitled to any leave or extraordinary leave, admission to the course is subject to the opinion expressed by the Teaching Board after verifying that the work activity is compatible with the didactic, educational and research activities envisaged by the PhD course.

If in the following two years after attaining the research PhD, the employment relationship with any public administration should cease by the will of the employee, the amounts paid will be reimbursed, pursuant to article 2 of the law of 13 August 1984 no. 476 amended by Legislative Decree 119 of 18 July 2011.

5) Simultaneous enrolment in other study programmes is not permitted, with the exception of the provisions of paragraph 3).

6) Holders of research grants who have passed the admission exams for PhD courses are admitted to it without a scholarship.

7) Those enrolled in a PhD course who are holders of research positions, fellowships or research grants, can access the didactic programme after renouncing the payment of the PhD scholarship. Also the favourable

opinion of PhD Course Teaching Board and of the Structure that has created the position of researcher/research fellow/scholarship holder are necessary.

8) PhD students can carry out teaching activities for students of bachelor and master's degree courses, even remunerated, as an integral part of the educational project and subject to authorization from the Teaching Board.

They will also be able to carry out additional teaching activities within the limit of forty hours in each academic year up to the third year of the PhD.

In any case, the teaching activity must not compromise the educational research activity.

The teaching activity is optional and can be entrusted to the PhD student only with the consent of the same.

For the activities referred to in this paragraph, PhD students are paid the funds referred to in article 1, paragraph 1, letter b), of the decree-law of 9 May 2003, n. 105, converted, with amendments, by law 11 July 2003, n. 170.

9) The simultaneous use of other scholarships is prohibited except those granted by Italian or foreign institutions useful for integrating the PhD student's education or research activity with stays abroad.

10) Within the last month of the last year of the course, the PhD student can request from the Teaching Board an extension without scholarship for a maximum of twelve months, for proven reasons that do not allow the presentation of the final thesis according the established deadline.

The Teaching Board may also order the extension of the duration of the PhD course for a period not exceeding twelve months, for justified scientific needs related to PhD positions in the context of National or International Projects which provide for a duration of research beyond three years, ensuring in this case the corresponding extension of the duration of the scholarship or equivalent form of support, with funds provided by the related projects.

11) In observance of the rules for the protection of parenthood pursuant to the decree of the Minister of Labour and Social Security of 12 July 2007, published in the Official Gazette of 23 October 2007, n. 247, PhD students can request, due to serious and documented illness or particular family situations, the suspension of the course for a maximum of six months with interruption of the related scholarship and subsequent recovery when regular attendance resumes.

The request for suspension is subject to the authorization of the Teaching Board.

PhD students in suspension retain the right to a scholarship. At the end of the suspension period, the scholarship is paid upon resuming attendance of the course up to the total duration of the scholarship itself.

12) The periods of extension and suspension referred to in paragraphs 10) and 11), cannot overall exceed the eighteen months.

13) At any time, the PhD student may submit an application to the University for an irrevocable renunciation of enrolment in the course or submit an application for an irrevocable renunciation of the scholarship only.

## **ART. 7 LENGTH OF THE COURSES AND TITLE ATTAINMENT**



1) The courses will have the legal duration established by the Rectoral Decree with which they are established.

However, courses cannot have a legal duration of less than three years.

2) The title of research PhD, abbreviated with the words: "Dott. Ric." or "Ph.D.", is attained upon passing the final exam.

3) Candidates ready for the final exam of the attainment of the PhD title, subject to the favourable judgment of the Teaching Board, must submit an application to the Magnificent Rector, and be up-to-date with the payment of the enrolment fees for the three years of the course.

Within the last month of the last year of the course, candidates must also submit the thesis in digital format to the institutional deposit of the University of Parma "Dspace-Unipr".

At the time of submission, following admission to the final exam, candidates present a declaration to the Rector, certifying the absolute conformity of the deposited digital copy with any paper copies.

The thesis must then be sent to each of the members of the final commission.

4) The thesis, accompanied by a summary in English, is written in Italian or English or also in another language with the authorization of the Teaching Board.

The thesis is examined by two highly qualified evaluators - also belonging to foreign or international institutions - external to the subjects who compete for the attainment of the PhD degree, hereinafter referred to as Evaluators. At least one is a university professor, designated by the Teaching Board within the last month of the last year of the course. Alongside the thesis the PhD student submits a report on the activities carried out during the course and on any publications produced.

By the end of the PhD cycle, all PhD students - with the exception of those who have benefited from periods of suspension to be recovered - send their thesis and attachments to the Coordinator who takes care of their timely transmission to the evaluators.

The evaluators, within 30 days of reception and after having possibly consulted each other, express a written analytical judgment on the thesis and send it to the Coordinator proposing admission to the public discussion or postponement for a period not exceeding six months if they consider that significant additions or corrections are necessary. The judgment is forwarded by the Coordinator to the candidate and to the competent offices. The Coordinator also forwards the judgment to the members of the Commission. Once any postponement period has elapsed, the thesis is in any case admitted to public discussion, accompanied by a new written opinion by the same evaluators, again requested by the Coordinator, made in the light of any corrections or additions made.

5) For the period between the conclusion of the cycle and the final exam, including any postponement period referred to in the previous paragraph, the PhD student is not entitled to any scholarship, he retains the possibility to access the university structures necessary for the completion of his research activity.

6) The thesis, with a motivated collegial written judgement, is approved or rejected. The commission, with a unanimous vote, has the right to award honours in the presence of results of particular scientific importance.

7) In the event of a negative judgment, the PhD student loses the right to discuss the thesis again.

8) The date for the discussion of the thesis cannot be ignored. However, the interested party can ask the Teaching Board to take into account particular circumstances that prevented him from carrying out the final exam, and if it deems so, the Teaching Board can authorize the Commission to reconvene at a later date, notifying the competent offices.



9) The Judging Commission is made up of at least three members, respecting where possible the gender balance, at least two thirds must not belong to the administrative headquarters of the course and for no more than one third to members belonging to subjects participating in the PhD pursuant to article 3, paragraph 2 of the D.M. 226/2021. In any case, at least two-thirds of the commission is made up by academic members.

The Teaching Board identifies the names of the Judging Commission, as well as the substitute members, also establishing the Final Examination calendar in compliance with the deadlines set by the competent offices.

The appointment is formalized with an administrative provision.

In the case of PhDs including different curricula or topics, the Teaching Board may provide for the establishment of several judging commissions made up of members belonging to the scientific-disciplinary fields to which the individual curricula more specifically belong.

When issuing the qualification, it is possible to provide for the specific indication of the accredited curricula.

The commission appointed for each cycle has the task of examining PhD students admitted to the discussion according to the normal deadlines alongside candidates deferred by the evaluators.

10) In the case of PhDs established as a result of international agreements, the commission is established according to the procedures set out in the agreements themselves.

11) International inter-university cooperation agreements may provide for specific procedures for attaining the degree.

12) The final exam calendar is advertised on the University web page.

The thesis discussion by the candidate is also possible online upon resolution of the Teaching Board in relation to proven needs of the candidates.

13) The University ensures the publicity of the documents of the evaluation procedures, including the judgments on individual candidates.

14) The title of research PhD is obtained upon passing the final exam and it is conferred by the Magnificent Rector, with the release of the relative parchment.

At the request of the interested party, the University shall certify the achievement of the PhD title.

The educational activities carried out by PhD students in one or more locations are certified by a document attached to the final diploma (diploma supplement).

Within thirty days of the discussion and approval of the thesis, the University deposits a copy, in digital format, in the ministerial database. Subject to authorization by the teaching board, parts of the thesis may be made unavailable in relation to the use of data protected by trade secret pursuant to current legislation on the matter.

The University also arranges for electronic copies of final thesis to be deposited at the national central libraries of Rome and Florence.

15) In implementation of the European Convention relating to the certification of "Doctor Europaeus", defined by the European University Association, such certification is issued by the University, upon request of the PhD student and favourable opinion of the Teaching Board, when the following conditions are met:



- the PhD thesis reports the results achieved during a research period of at least three months, even non-consecutive, in one or more countries adhering to the European Convention other than that of the candidate;
- the PhD student presents a favourable report on the thesis work, drawn up by at least two highly qualified professors and/or experts from universities or research institutions of two European countries that adhere to the European Convention other than the one in which the thesis is discussed;
- the final Judging Commission includes at least one member among the staff or experts of an institution or university body of a European country that adheres to the European Convention other than the one in which the thesis is discussed;
- the discussion of the thesis is performed in Italian and/or in English or, subject to the authorization of the Teaching Board, in another language among the official ones of the European Union.

## ART. 8

### SCHOLARSHIPS AND CONTRIBUTIONS

1) Scholarships are determined in accordance with the Rector's Decree establishing the courses pursuant to art. 1.

The amount of the scholarships cannot be less than that determined in accordance with current regulations.

2) The scholarships are awarded to the winners by the Teaching Board.

In the event of equal merit, the assessment of the economic situation determined in accordance with current legislation prevails.

The places reserved for apprentices pursuant to art. 5 of the legislative decree 15 June 2015, n. 81 are assigned to suitable students, in possession of the requisites envisaged for such professional figure, to be employed by the company.

3) Scholarship-holding PhD students are required to pay the regional tax and the envisaged stamp duties and are pre-emptively exempted from contributions for access and attendance to the courses.

4) The University can enter into agreements, prior to the deadline of the call, for the financing of scholarships with subjects outside the university administration also in application of article 5, paragraph 1, letter b) of the law of 27 December 1997, no. 449 and subsequent amendments and additions.

5) Scholarships have a total duration of at least three years and are renewed annually on condition that the PhD student has completed the programme of activities planned for the previous year as established by the Teaching Board, persists the obligation to supply funds in case of positive outcome of the verifications.

The duration of the scholarship is equal to the entire duration of the course.

If the PhD student is not evaluated positively for the purpose of renewing the scholarship, or renounces it, the unused amount remains available to the Administration, for the same purposes.

6) Payment of the scholarship will take place on a monthly basis, unless the coordinator informs of non-fulfilment of the PhD student's obligations.

7) The amount of the scholarship is increased by 50% for any stay abroad for research activities for a total period not exceeding 12 months.



This period can be extended by a further 6 months for PhD in co-supervision or activated pursuant to art. 3 paragraph 2 of the D.M. 226/2021.

8) Each PhD student is guaranteed, in addition to the scholarship and within the financial resources existing in the financial assets of accredited entities under current legislation, a budget for research activity in Italy and abroad that is adequate with respect to the type of course and in any case of amount not inferior to 10% of the amount of the scholarship itself.

As part of PhD courses of national interest established pursuant to art. 11 of the Ministerial Decree 226/2021, the budget for the research activity in Italy and abroad is equal to at least 20% of the amount of the scholarship itself.

9) The provisions set out in paragraphs 5), 6), 7) and 8) of this article do not apply to PhD students from foreign countries who are beneficiaries of scholarships or financial support in the context of specific mobility programmes.

## **ART. 9 PHD BODIES**

1) Are bodies of the course:

The Teaching Board and the Coordinator.

2) The activation proposal states the total number of members of the Board, the names of the professors, the distribution of members among the individual disciplinary fields and the name of the Coordinator, information contained in the accreditation request as well.

In observance to the requirements of art. 2 paragraph 2) letter a) of these regulations, the composition of the Teaching Board and the Coordinator are decided by the Department of reference of the course for each PhD cycle, at the time of the request for activation, on the proposal of the Department Council itself in case newly established PhD course or upon proposal of the Teaching Board in case of renewal of an already active course.

3) The Teaching Board and the Coordinator are appointed by Rector's provision following the assessment of the requirements by the Ministry, during the accreditation or the annual verification.

The Coordinator is a full-time full professor or a full-time associate professor if it is impossible to designate a full professor.

4) The Teaching Board and the Coordinator of the PhD courses are in charge to pass the resolutions relating to the new activation cycle starting from the day after the department resolutions relating to the composition of the Board, in observance of the procedures and terms of verification operated by the Ministry.

From the start of the cycle, the Teaching Board and the Coordinator take charge of the already active and not yet completed cycles of the same course, except as provided for PhD courses established in agreement with other Italian universities.

Participation in a Teaching Board is communicated to the Department of affiliation of the professor if different from the Department proposing the course.

The participation of Professors and Researchers of Universities and public research bodies in the Teaching Board of a PhD activated by a subject other than the one they belong to is subject to the authorization of the structure of affiliation.

The teaching and tutorial activity certified and carried out by University Professors and Researchers in the context of PhD courses contributes to the fulfilment of the institutional obligations referred to in article 6 of the law of 30 December 2010, n. 240, compatibly with the provisions of the relevant University Regulations.

The Coordinator may designate, among the members of the Teaching Board, a Deputy Coordinator, chosen from among the full-time, full and associated professors who will replace him in all his functions in case of absence or temporary impediment.

The activities carried out for the course are to be considered included among the additional activities of the Professors (art. 9, 3rd paragraph of Presidential Decree 382/80) and contribute to the fulfilment of the timetable obligation.

A representative of the PhD students for each active cycle participates in the work of the Teaching Board, his functions are limited to the discussion of teaching and organizational problems with a consultative and non-binding vote.

The passive and active electorate is attributed to the members of the cycle to which they belong. The representative is elected by secret ballot; each voter can express only one preference. Those with the highest number of votes are elected. In the event of a tie, the youngest in age prevails. The representative remains in office until the end of the membership cycle. In the event of forfeiture, renunciation, resignation and any other hypothesis of loss of the requisites, replacement is provided by scrolling the initial list of preferences.

If students with a relationship of spouse, cohabitation, kinship or affinity, up to the fourth degree included, with members of the Teaching Board are enrolled in the PhD Course, the provisions concerning conflict of interests of the current University code of ethics must be observed. If the conflict concerns a member of the Board, the decision is taken by the Director of the Department after hearing the Coordinator, if it concerns the Coordinator it is taken by the Rector after hearing the Director of the Department.

5) Each board member can participate in only one board at national level. It is possible to participate in additional ones only if this refers to a PhD course organized in an associated form, pursuant to article 3, paragraph 2 of the D.M. 226/2021, including industrial PhD courses and PhD courses of national interest. The function of coordinator can be exercised in only one course at national level.

The discipline of conflict of interest applies to the members of the Board as regulated by the University Code of Ethics.

6) It is of the Teaching Board's competence lead by the Coordinator:

- a) the planning and organization of the teaching of the course also in collaboration with the PhD Schools;
- b) the organization of the selection for admission, the final exams of the PhD students and their periodic assessments;
- c) the assignment of scholarships referred to in art. 8 paragraph 2;
- d) the assignment to each PhD student a supervisor or co-supervisors, at least one with an academic background, chosen by the board even among external subjects, provided that at least one possesses the requisites required for members of the board itself;
- e) the supervision and organization of the tutoring and the progress in the research of each PhD student in order to ensure that everyone acquires the methodology of scientific research;
- f) the promotion of proposals for the stipulation of agreements with public and private entities on topics related to the scientific disciplines of the course;



- g) the deliberation on the stipulation of agreements and/or protocols for carrying out educational and research activities for PhD students at other public or private bodies;
- h) the admissions to the various years, defining terms and methods for the annual assessment or any periodic assessment of the activities and results achieved by the PhD students;
- i) the deliberation on any forfeiture, after the acquisition of the reasoned opinion of the coordinator;
- j) the decision on the reassignment of scholarships following renunciation by beneficiaries, in favour of students without scholarship enrolled in the same cycle, according to the order of the ranking, taking into account any specific issues of the scholarship and any assessment of suitability expressed by the Judging Commission;
- k) the designation of the Evaluators and the effective and substitute members of the Judging Commission during the Final Examination;
- l) the evaluation of requests of attendance reduction by postgraduate students, following an evaluation of their research activities already carried out during the medical specialization and certified by the board of the specialization school;
- m) the evaluation on any conditions of compatibility with other activities;
- n) the approval of any PhD student's request to carry out tutoring activities for students of bachelor's and master's degree courses as well as supplementary teaching activities, as an integral part of their educational programme;
- o) the deliberation on the periods of stay abroad for research activities pursuant to art. 3 paragraph 4, and on the frequency of internships in Italy and abroad for PhD students;
- p) the deliberation on requests by PhD students for the envisaged suspension or extension;
- q) the proposition to the relevant Department, with a resolution passed by a majority of those present at the session, the appointment or renewal of the Coordinator and members of the Board when designing the next cycle, as well as the appointment of a new Coordinator in the event of resignation or impossibility of the same to conclude the mandate;
- r) the implementation of the provisions of its competence provided for by the previous articles.

The Teaching Board can delegate the Coordinator to take urgent measures which must be ratified in the first useful session.

## **ART. 10 FINAL AND TRANSITIONAL RULES**

For anything not covered by this regulation, see the provisions contained in the M.D. no. 226 of 14 December 2021.

This Regulation and the provisions contained in the M.D. no. 226 of 14 December 2021 will apply starting from the XXXVIII cycle.

For all active courses up to the XXXVII cycle, the provisions of the M.D. no. 45 of 8 February 2013 apply.