

UNIVERSITY REGULATION DISCIPLINING PhDs

CHAPTER I FOUNDATION

Art. 1

Scope of application

1. This regulation governs the foundation, activation and operation of the research PhD courses of the University of Campania *Luigi Vanvitelli* (hereinafter “University”) in application of the current legislation.

Art. 2

Objectives

1. The research PhD courses aim to provide the necessary skills to carry out highly qualified research activities at universities, public bodies or private entities, also to access careers in public administrations and the integration of highly innovative professional paths.

2. The research themes characterising each PhD course must refer to extensive and clearly defined areas. The names of the courses, any curricula, and the composition of the PhD faculty board must correspond to the research themes characterising the PhD course.

Art. 3

Duration of the course

1. The PhD courses last no less than three years, without prejudice to the provisions of article 7 of Ministerial Decree 226/2021 on the subject of joint attendance between PhD courses and medical specialisation schools.

CHAPTER II FOUNDATION, ACTIVATION AND ACCREDITATION

Art. 4

Foundation, and accreditation

1. The PhD courses are founded by the University, by Rectoral decree, subject to accreditation by the Minister of University and Research, with the consent of ANVUR, in accordance with the Standards and Guidelines shared at a European level. They create a specific, extensive, original, qualified and continuous teaching and research activity, adequately recognised at an international level in the sectors of interest of the PhD.

2. The University may request the accreditation of PhD courses, individually or in associated form, through the stipulation of agreements or the establishment of consortia, which can be the administrative headquarters of the courses, with one or more of the following:

- a) other Italian or foreign universities, with the possibility of issuing a multiple or final joint degree;
- b) public or private Italian or foreign research bodies, in possession of the requisites of high cultural and scientific qualification and equipped with suitable scientific facilities and equipment;
- c) institutions referred to in article 2, paragraph 1, of law no. 508, accredited pursuant to article 15 of Ministerial Decree December 14 2021, n. 226, with the possibility of issuing multiple or joint final qualifications;
- d) companies, including foreign ones, that carry out qualified research and development activities;
- e) public administrations, cultural institutions and research infrastructures of European or international importance for the implementation of specific research and development or innovation programs.

Art. 5

Accreditation requirements

1. For the purposes of accreditation of courses and locations, the requirements set out in art. 4, co. 1, of Ministerial Decree 226/2021:

a) compliance with the criteria relating to the composition of the faculty board, taking into account, where possible, gender balance:

1) the faculty board comprises a minimum number of members, equal to twelve.

The board is made up, for at least half of the members, by full-time university professors of the first or second tier, and for the remainder by full-time researchers from universities or public research bodies, or, in the case of PhDs in associated form with public research bodies, including researchers belonging to the roles of research managers, researchers or first researchers of the same bodies, without prejudice to the minimum number of professors. In any case, the researchers belonging to the faculty board must be in possession of a scientific qualification certified on the basis of the necessary requirements provided for by the current legislation for access to the functions of second-tier professor and professor of a scientific qualification certified on the basis of the necessary requirements for access to the functions of the membership role;

2) the members of the board belonging to foreign universities or research bodies must have at least the minimum requirements established by current legislation for access to the functions of second-tier professor;

3) the PhD Coordinator must be in possession of a high scientific qualification, certified on the basis of the requirements established by current legislation for access to the functions of first-level professor;

4) without prejudice to the provisions of points 1, 2 and 3, experts, albeit not belonging to universities or public research bodies, in possession of high and proven scientific or professional qualification in research fields consistent with the educational objectives of the PhD course;

b) the number of PhD scholarships.

Required to this end:

1) the availability, for each cycle of PhD courses to be activated, of an average number of at least four scholarships per activated PhD course, excluding from the calculation the scholarships assigned to PhDs activated in agreement or consortium, it being understood that the availability for the single course cannot be less than three;

2) in the case of PhDs activated pursuant to article 3, paragraph 2, of Ministerial Decree 226/2021 by two subjects, each funding at least two scholarships; if the subjects are more than two, the subject who has the administrative headquarters of the course finances at least two scholarships and each of the other subjects finances at least one;

c) adequate and stable funding for the sustainability of the PhD program, with specific reference to the availability of scholarships and support for the activities of PhD students;

d) operational and specific and qualified scientific facilities for carrying out the study and research activities of PhD students adapted to the number of scholarships provided, including assistance facilities, scientific laboratories, adequate librarianship, databases and resources for electronic computing related to the specific characteristics of the course;

e) advanced research and advanced training activities, including seminars, carried out in laboratories or research facilities of European level and interest;

f) interdisciplinary, multidisciplinary and transdisciplinary training, linguistic and IT specialisation activities, including activities in the field of teaching, research management and knowledge of European and international research systems, enhancement and dissemination of results, intellectual property and open access to research data and products and the fundamental principles of ethics and integrity;

g) a quality assurance system for the design and management of PhD training in compliance with the *Standards* for quality assurance in the European Higher Education Area (EHEA), according to the indications of ANVUR.

Art. 6

Accreditation System

1. The accreditation system consists of the initial authorisation to activate PhD courses and the accreditation of the headquarters where these are held, also in the periodic verification of the continuity of the requirements needed for these purposes, with the procedures set out in the ministerial regulation (Ministerial Decree 226/2021).
2. The accreditation of the headquarters and courses has a duration of five years.
3. The accreditation request, submitted by the university to the Ministry of University and Research and accompanied by documentation certifying the possession of the requirements referred to in Article 4 of Ministerial Decree 226/2021, following an internal evaluation process aimed at rationalising and selecting the third level training offer, specifies the maximum number of places for which accreditation is required. The application for accreditation may also concern individual curricula of already accredited PhD courses.
4. The Rector delegates for research and PhD subject matters are in charge of the aforementioned task after consulting the Coordinators.
5. The periodic monitoring and evaluation activities are aimed at verifying the continuity of the requirements for the accreditation of the PhD courses referred to in Article 4 of Ministerial Decree 226/2021 and are carried out by ANVUR, based on the results of the monitoring activity of the University evaluation unit.
ANVUR can also arrange on-site visits by external experts to ascertain the adequacy of the structural equipment of the courses.
The periodic assessment activity can be carried out as part of the periodic accreditation of the headquarters referred to in article 5, paragraph 3, of the legislative decree January 27, 2012, n. 19, taking into account the specificity of PhD training with respect to the first and second university cycles.
6. The verification of the lack of one or more requirements called for by Ministerial Decree 226/2021 entails, after cross-examination, the revocation of the accreditation by the university with consequent interruption, with immediate effect of the activation of new cycles of PhD courses, without prejudice to the completion of the courses already activated.
7. Without prejudice to the periodic monitoring and evaluation referred to in paragraph 5 of this article, the accreditation is evaluated, for the purpose of confirming or revoking it, in the event of changes in the name of the courses or the composition of the faculty board, in excess of twenty-five per cent with respect to the initial staff of the reference cycle, or of the course Coordinator, without prejudice to the possession of the requirements provided for by article 4 of Ministerial Decree 226/2021, for each member of the board.

Art. 7

Procedures for establishing or confirming accreditation

1. The proposal to establish or confirm the accreditation of a PhD course, having its administrative headquarters at the university, is presented to the Rector by one or more departmental councils and is approved by the board of directors, subject to the binding opinion of the academic senate.
The terms and conditions will be indicated in a specific circular.
2. After verifying the evaluation team, the academic senate and the board of directors decide on the proposals for the establishment or confirmation of accreditation of the PhD courses, subject to the opinion of the Rector's delegates for the research subjects and the PhD. According to the available resources, they assign a number of scholarships to individual PhD programs.
3. For each cycle of PhDs to be activated, it is necessary to have the number of scholarships required by art. 4, co. 1, of Ministerial Decree 226/2021, that is:

- a) an average number of at least four scholarships per activated PhD course, excluding from the calculation the scholarships assigned to PhDs activated in agreement or consortium, it being understood that for the single course, this availability cannot be less than three;
- b) in case of PhDs activated in agreement or consortium by two subjects, each one funds at least two scholarships; if the subjects are more than two, the subject who has the administrative headquarters of the course finances at least two scholarships and every other subject finances at least one;
4. The University can activate PhD positions without a scholarship within the limit of one place for every three with a scholarship. Numbers between two multiples are rounded down to the lowest multiple.
5. A certain number of the places can be reserved, at the request of the proponents or by resolution of the academic senate, to subjects who have obtained the qualification for admission to PhD courses or fellows from foreign countries or specific international mobility programs at foreign universities. In the case of reserved places, it is possible to establish different ways of carrying out the admission procedure and, in this case, to form a separate ranking. Reserved places and grants not assigned may be made available for other selection procedures on the basis of specific notices for admission applications to courses.
6. The proposal to establish or confirm the accreditation of a research PhD course is accompanied, among other things, by the following documentation:
- a copy of the electronic form, signed by the Coordinator, relating to the training proposal for the accreditation of the PhD course meeting the requirements of Ministerial Decree 226/2021 and the guidelines;
 - the certificate attesting to the requirements provided for by Ministerial Decree 226/2021.
 - the certificate relating to the additional funds available for the research activities of PhD students;
 - by approval of the faculty board;
 - by approval of the department board;
 - by the regulations of the PhD course referred to in art. 20 of this regulation.

Art. 8

Agreements for the financing of PhD scholarships and self-financing

1. There is also the possibility of signing agreements with public or private bodies aimed exclusively at financing PhD scholarships.
2. In this case, the agreement can also take place after the issuance of the course admission notice but not beyond the deadline for submitting applications related to the admission to the competition. In this second case, funding does not affect the total number of places planned in the competition notice for each PhD program.
3. The amount corresponding to the entire scholarship must be paid before the admission deadline to the competition.
The possibility of paying only the first year of the scholarship before the aforementioned date is still valid by guaranteeing the entire amount of the scholarship with an insurance policy.
4. The scholarships financed by the public/private body shall be awarded based on the general merit ranking, without any reservation in favour of the body itself. Should the scholarships not be awarded due to the lack of PhD candidates, the sums paid to the university shall be used for the following cycle - with the consent of the funding body - or will be returned.
5. Different public and/or private entities may contribute to financing a scholarship and the related ancillary and/or additional charges, each for its own share. In this case, each subject signs - within the deadline for submitting the proposal for the establishment of the course - an autonomous agreement with the university to finance their share. It is understood that, due to the lack of additional supplementary loans intended to cover both the entire amount of the scholarship and the related charges, the scholarship will not be

included in the application notice for admission to courses.

6. It is up to each coordinator to take charge of joining the partial financing agreements into a single PhD scholarship and verifying the total financial coverage of the scholarship itself, increased by the contributions for the aforementioned charges.

7. The entire scholarship amount financed by several entities must be paid within five days of the resolution of the Academic Senate for the establishment of the PhD cycle and, in any case, in time for the issuance of the admission notice to the course.

In the event of non-compliance with the terms provided for in this paragraph, the financing will be considered additional pursuant to the preceding paragraph 2.

8. The financing bodies may finance PhD scholarships or possibly complete the financing of scholarships that have been partially financed by different public or private entities - including additional and/or accessory charges - also with research funds for disciplines that are contiguous to the PhD course, provided they are available.

The funding proposal must be submitted with the institutional proposal for accreditation confirmation of the PhD course; the related amount must be paid within five days of the resolution of the Academic Senate for the establishment or the renewal of the PhD cycle and in any case in time for the issuance of the admission notice to the competition.

CHAPTER III PHDs IN ASSOCIATED FORM

Art. 9

PhD in consortium

1. The University establishes PhD courses also in associated form, pursuant to art. 3, co. 2, of Ministerial Decree 226/2021, through the establishment of consortia which can be the administrative headquarters of the courses.

2. The establishment proposal must specify the contribution that each University part of the consortium offers on the didactic-scientific, structural and financial level so that the PhD students are guaranteed an effective sharing of the structures and didactic and research activities on a continuous basis.

3. The establishment of the consortium, with legal personality, takes place by signing the articles of association between the participating universities.

4. pursuant to art. 4 co. 1, lett. b), point 2, of Ministerial decree 226/2021 in case of PhDs activated in agreement or consortium by two subjects, each one funds at least two scholarships; if the subjects are more than two, the subject who has the administrative headquarters of the course finances at least two scholarships and every other subject finances at least one;

5. Funding requests made by the university professors part of the Faculty Board of the PhD Course for which the university is a consortium location - not engaged in other Boards of PhD Courses on a national basis - must be sent to the Rector by the head of the facility part of the consortium, together with the resolution of the related faculty body.

These requests are sent in advance to the Rector's delegates for Research and PhD subject matters and approved by the Academic Senate and the Board of Directors.

Art. 10

PhD in convention

1. The University establishes PhD courses also in associated form, pursuant to art. 3, co. 2, of Ministerial Decree 226/2021, through the stipulation of agreements.

2. As part of the aforementioned conventions, the parties must guarantee possession of the requirements referred to in Ministerial Decree. 226/2021 and the availability of resources to finance the number of scholarships provided for in the agreement.

3. The proposed agreement will indicate the related contribution in terms of teaching, availability of financial resources and operational and scientific facilities for the conduct of the PhD course, signed by the legal representative of each institution, must be sent, by the Coordinator, with the proposal for establishing the course or, in any case, in time for the resolution by the academic senate.

4. The amount corresponding to the entire scholarship must be paid prior to the issue of the competition notice for admission to the PhD course.

The possibility of paying only the first year of the scholarship before the aforementioned date is still valid by guaranteeing the entire amount of the scholarship with an insurance policy.

According to the university, it is sufficient to communicate the resolutions of the governing bodies approving the agreement with the related fees.

5. The agreements must also provide for the advance payment of a contribution for the operating costs, as defined by the governing bodies of the university's administration, as well as an accessory contribution corresponding to the increase of the scholarship for carrying out research activities abroad authorised by the faculty board for a period of six months.

It remains understood that the funding body will have to pay for any extended periods of stay abroad, up to a maximum of eighteen months, in addition to any legislative increases in the scholarship and related fees. The payments made to the university and not awarded due to the lack of PhD candidates shall be used for the following cycle - with the consent of the funding body - or will be returned.

6. Finally, the affiliated subjects undertake to ensure a budget for each PhD student for carrying out the research activity as provided for in art. 32, co 4, of these regulations.

Art. 11 **Industrial PhD**

1. The University, at the initial or subsequent accreditation stage, may request the recognition of the "industrial PhD" qualification, also as part of the denomination, for PhD courses activated on the basis of conventions or consortia that also include subjects referred to in article 3, paragraph 2, letter d), of Ministerial Decree 226/2021, who carry out research and development activities.

2. The conventions referred to in paragraph 1 of this article govern:

- a) the methods for coordinating the research activities between the parties;
- b) the methods for carrying out research within the company, and the detail of the employee's overall commitment in relation to the places covered by company employees.
- c) the incentive mechanisms in order to promote technology transfer and the development of the research activity results by the affiliated companies.

3. The research themes characterising the industrial PhD course recognise particular importance to the promotion of economic development and the production system, facilitating joint planning in relation to research topics and the activities of the PhD students.

4. The agreements must provide for the regulation of any industrial and copyright property rights and commitments on confidentiality in the disclosure of results, according to sector regulations and without prejudice to the possibility of referring to specific agreements.

5. In any case, the possibility referred to in Article 45 of Legislative Decree June 15, 2015, n. 81, to activate apprenticeship contracts aimed at the formation of the industrial PhD, guaranteeing, in any case, the prevalence of research activity. These apprenticeship contracts are considered equivalent to PhD scholarships for the purpose of calculating the minimum number necessary for the activation of the

Course.

6. The company employee paths in the field of Industrial PhDs are incompatible with the use of a scholarship.

Art. 12

PhD of national interest

1. The PhD course of national interest must meet the requirements, as per art. 11 of Ministerial Decree 226/2021, listed below:

- a) it contributes in a proven way to the progress of research, also through the achievement of specific objectives of the priority areas of intervention of the National Recovery and Resilience Plan, including those related to the enhancement of innovative PhD courses for public administration and cultural heritage, or the National Research Program or related National Plans;
- b) it provides, already in the accreditation phase, for the stipulation of agreements or the establishment of consortia between several universities, as well as with highly qualified and internationally recognised research institutions, including foreign ones, which provide for the effective sharing of training activities and research, the modalities for regulating the forms of financial support, the modalities of exchange and mobility of teachers and PhD students and any forms of co-protection;
- c) it provides, already in the accreditation phase, for the coordination and joint planning of research activities between at least one university and at least four subjects referred to in article 3, paragraph 2, of Ministerial Decree 226/2021, to create highly qualified training courses and allow access to research infrastructures suitable for carrying out the research projects of PhD students;
- d) Each PhD cycle provides at least thirty scholarships, each of an amount determined pursuant to Article 9, paragraph 3, of Ministerial Decree 226/2021. It is understood that the quota for the support of the research and training activities of the PhD student is increased, from the ministerial co-financing, by an amount equal to twenty per cent of the scholarship amount.

2. The subjects referred to in paragraph 1, letter c), of this article, assign scholarships for PhDs of national interest in the manner referred to in article 8 of Ministerial Decree 226/2021, after evaluation of the candidates by a commission formed in such a way as to ensure the participation of foreign or external members of the affiliated subjects.

3. The Ministry of University and Research, by favouring the activation of PhDs of national interest, provides for the modalities of co-financing.

CHAPTER IV

ORGANISATION AND FUNCTIONING OF THE PHD COURSE

Art. 13

PhD course bodies

1. PhD course bodies are:

- a) the faculty board;
- b) the Coordinator

Art. 14

Faculty board

1. The faculty board is responsible for planning and implementing the PhD course.

2. The faculty board decides, in all cases provided for by this regulation and, in particular, on:

- a) the designation of the Coordinator in case of confirmation of accreditation of the course;
- b) changes to the PhD program regulations;
- c) acceptance of applications for participation in the same college, after verifying the possession of the scientific qualification requirements required by art. 4 of the Ministerial Decree 226/2021;

- d) the designation of the supervisor and co-supervisor (s) to be assigned to each PhD student;
- e) planning the teaching, research, training and scientific activities of the course;
- f) for drawing up the PhD student's research project, in compliance with any additional public funding by virtue of which the PhD student benefits from a scholarship on a specific research topic;
- g) to verify the activities carried out and the results produced by the PhD students also to confirm the relative scholarship;
- h) authorising PhD students to carry out research and training activities at highly qualified institutions abroad;
- i) the issuance of the permit to PhD students to carry out tutoring and supplementary teaching activities;
- l) granting the extension for the presentation of the PhD dissertation;
- m) the designation of the names of the committee members for the achievement of the PhD qualification and of the external evaluators;
- n) the designation of the names of the members of the admission committee of the PhD course;
- o) the authorisation of the PhD student to carry out paid activities, according to the procedures defined by art. 31 of this regulation;
- p) the articulation of particular training courses allowed by art. 7, 10, co. 2, and 11 of Ministerial Decree 226/2021.

3. The composition of the faculty board must correspond to the research themes characterising the PhD course, as per art. 2, co. 2, of this regulation, and must take into account gender balance where possible.

4. The board comprises a minimum number of members, equal to twelve, belonging to scientific fields coherent with the training objectives of the course. At least half of the members are full-time university professors of first or second level. The remainder are full-time researchers of universities or public research bodies, or, in the case of PhDs associated with public research bodies, also researchers belonging to the roles of research managers, researchers or first researchers of the same bodies, without prejudice to the minimum number of professors.

In any case, the researchers belonging to the PhD board must be in possession of a scientific qualification certified on the basis of the necessary requirements provided for by the current legislation for access to the functions of second-tier professor and professors of a scientific qualification certified on the basis of the requirements for access to the functions of the membership role.

The board members belonging to foreign universities or research bodies must have at least the minimum requirements established by current legislation for access to the functions of second-tier professor.

Experts can be part of the faculty board, up to a maximum of one-third of the overall composition of the same, albeit not belonging to universities or public research bodies, in possession of high and proven scientific or professional qualifications in research fields consistent with the educational objectives of the PhD.

5. Each board member can participate in only one board at national level.

It is possible to participate in a further board only if it refers to a PhD course organised in associated form, pursuant to article 3, paragraph 2, of Ministerial Decree. 226/2021, including the industrial PhD courses referred to in article 10 of Ministerial Decree 226/2021, and PhD courses of national interest referred to in article 11 of Ministerial Decree 226/2021.

The participation of professors and researchers of universities and public research bodies in the faculty board of a PhD activated by a different subject is submitted to the authorisation of the facility they belong to.

6. The faculty board is integrated by a representation of PhD students to discuss didactic and organisational problems.

7. The Faculty Board must meet at least three times a year to verify the smooth running of the course. The members of the Board who do not participate, without justified reason, in three consecutive meetings shall be dismissed from office. This provision does not apply to teachers belonging to foreign universities.

There is also the possibility of attending meetings through digital means, in accordance with the provisions of the University regulations.

Art. 15

Coordinator

1. The coordination of the faculty board is entrusted to a full-time first-level professor or, in case of justified unavailability, to a full-time second-level professor having the requirements provided for in Article 4, paragraph 1, letter a), number 3), of Ministerial Decree 226/2021 that is, in possession of a high scientific qualification, certified on the basis of the requirements established by current legislation for access to the functions of first-level professor.

The function of Coordinator can be exercised in only one board at a national level.

2. The Coordinator is identified upon confirmation of the PhD program accreditation by the faculty board or, in the case of establishment of the course, is designated by the Department Council, in time for indication of their name in the CINECA form, among those who meet the requirements set forth in paragraph 1 of this article and who ensure a number of years of service at least equal to the duration of the mandate before their retirement.

3. The Coordinator is appointed by Rectoral Decree establishing the Course and remains in office for the period corresponding to the legal duration of the PhD Course activated for the single cycle.

4. In the event of renunciation, resignation, termination of qualification or loss of the requirements by the appointed Coordinator, a new designation must be made by the Faculty Board, which must occur within a maximum period of thirty days from the early termination of the Coordinator to be replaced.

The subsequently appointed Coordinator remains in office until the mandate of the replaced Coordinator expires.

5. The Coordinator

- represents the PhD course;
- has the responsibility of the organisation and operation of the course;
- convenes and chairs the faculty board;
- takes care of the execution of the relative resolutions also through the connected and consequent communications to the competent administrative offices;
- interfaces with the self-assessment committee referred to in article 18 below;
- participates in periodic meetings with the Rector's delegate on the subject of PhDs;
- collects the proposals for participation in funding notices for PhD scholarships within the board and, where applicable, applies to the relevant notices or submits the documentation for signature to the Rector through the competent offices;
- provides the director of the department with information and data on the progress of the PhD course for the purpose of evaluating the activities and objectives of the department;
- carries out all the functions attributed by these regulations.

In situations of justified urgency, adopts measures within the competence of the Faculty Board, subjecting them to ratification in the first useful meeting of the latter.

Art. 16

Supervisors and co-supervisors

1. Each PhD student is assigned a supervisor and one or more co-supervisors, of which at least one of academic origin, chosen by the faculty board also among external subjects, provided that at least one possesses the requirements needed by members of the same board.

Art. 17

Training activities

1. The educational activity, scientific or corporate tutoring and dissertation supervision, certified and carried

out by the University Professors and Researchers in the context of the PhD Courses, contributes to the fulfilment of the institutional obligations pursuant to art. 6 of Law December 30, 2010, no. 240.

2. The programming of the training activities of PhD students is advertised annually on the department's website at the page dedicated to *the PhD Course* and must not only be descriptive but complete with credits/hours, it being understood that PhD students must obtain 60 credits per year for a total of 180 in the three-year period.

The credits can be of two types: theoretical training credits (*seminars, conferences, workshops, refresher and in-depth courses on certain thematic areas, periodic discussion meetings: journal and data club, etc.*) and practical research training credits (*research activity carried out under the supervision of a tutor, publication of research results, active participation and/or organisation of conferences, seminars, courses aimed at acquiring practical laboratory skills etc.*). The research training credits must contribute to the production of the annual report and/or the final paper to be discussed for the achievement of the PhD qualification.

3. The training activities of PhD students, also organised jointly among several PhD courses, must include:

- interdisciplinary, multidisciplinary and transdisciplinary training;
- linguistic and IT improvement;
- activities in the field of teaching, research management and knowledge of European and international research systems, exploitation and dissemination of results, intellectual property and open access to research data and products and fundamental principles of ethics and integrity.

4. For exceptional needs, professors and researchers who do not belong to the Faculty Board and possess the scientific qualification requirements, documented by the curriculum and publications consistent with the themes of the PhD, can also contribute to the scientific and didactic activities of the PhD Courses.

Art. 18

Self-assessment Commission

1. In order to monitor the progress of the activities of the PhD as a whole, to evaluate the congruence of the activities carried out with the training objectives and to improve the effectiveness, efficiency and quality of the educational process of the PhD, also in relation to its employment openings and the integration of highly innovative professional paths, the Coordinator can identify, among the members of the Faculty Board, a special self-assessment committee.

2. The Regulations of the PhD Course, as per the previous art. 20, will govern its operation.

Art. 19

PhD schools

1. By virtue of the provision of art. 6, paragraph 7, of Ministerial Decree 226/2021, PhD courses with administrative headquarters or consortium offices at the university are organised into scientific-disciplinary macro-areas according to affinity criteria. These groupings are called PhD schools and are assigned to coordinate the courses and manage common activities. In the cases referred to in this paragraph, the ownership and the accreditation of the PhD courses and locations remain with the university.

2. The PhD school is established by Rectoral decree, subject to the favourable opinion of the academic senate, which determines the number and denominations and approval of the board of directors.

Membership of a PhD course in one of the schools thus identified is compulsory, and the relevant request is made at the time of establishment/activation or upon request of accreditation of the PhD program.

3. The University PhD schools have didactic and organisational autonomy.

4. The bodies of the University PhD school are:

a) the director;

b) the scientific committee.

5. The scientific committee comprises the Coordinators of the research PhD courses belonging to the PhD school and the university professors referring to the consortium PhD courses.

The scientific committee has the task of identifying the director, drawing up the program of common activities and promoting the organisation of courses common to PhD students belonging to the same school and, where possible, to other schools.

6. The director represents the school in its internal and external relations, coordinates and monitors its activities, chairs the scientific committee. It also reports periodically to the Rector's delegate on the subject of research PhDs.

7. The Director is assigned by the Coordinators of the PhD Courses with administrative headquarters at the university hosting the PhD School.

The identified Director is appointed by Rectoral Decree and remains in office for the period corresponding to the Coordinator's mandate, with the possibility of immediate renewal.

8. In the event of renunciation, resignation, termination of qualification or loss of the necessary requirements by the appointed Director, a new designation must be made as required by the previous paragraph 7 of this article, which must occur within a maximum period of thirty days from the early termination of the Director to be replaced.

The subsequently appointed director remains in office until the mandate of Coordinator expires.

9. The Director and the members of the Scientific Committee cannot perform the same functions in another PhD School in Italy.

Art. 20

Regulation of the PhD Course

1. The regulations of the PhD Course must indicate, among other things:

- a) the educational-scientific program, with specific indication of the way courses are held, training periods abroad, collaborations with public and private, national and international organisations;
- b) the methods and deadlines for submitting the research programs to the Faculty Board, including the topics of the PhD dissertation, the objectives to be achieved with the research, as well as the methods and criteria for evaluating the research activity and the PhD students' training curriculum;
- c) any foreign language to be indicated in the notice for admission to the PhD Course;
- d) any forms of integrated educational activity that may be assigned to PhD students, according to criteria set by these Regulations;
- e) any forms of clinical activity that may be assigned to PhD students, according to the criteria set by this Regulation;
- f) the functioning of the self-assessment commission of the PhD Course referred to in the following art. 18, if applicable.

CHAPTER V

METHODS OF ACCESS AND ADMISSION TO COURSES

Art. 21

Methods of access and participation requirements

1. Admission to the PhD Course with administrative headquarters at the university takes place at least once a year through a public selection.

2. The application for participation in the available places can be submitted by Italian or foreign citizens who, on the expiry date of the notice, are in possession of a master's degree or a suitable qualification obtained abroad.

The application form can also be submitted by those who achieve the qualification required within the date of enrolment in the PhD course, under penalty of forfeiture of admission to the course.

3. The qualification obtained abroad must be translated into Italian or English. The selection board ascertains the suitability of the foreign qualification to the PhD course referred to in the following art. 22, in compliance with the legislation in force in Italy and the country where the qualification was issued and the treaties or international agreements on the recognition of qualifications for continuing studies.

4. The notice for admission to PhD courses, issued by Rectoral decree, is drawn up in Italian and English and is published, for at least thirty days, on the website and in the electronic register of the university, on the European website Euraxess and the website of the Ministry of University and Research.

The publication of the competition notice in the University's Digital Register has the value of official notification to the parties concerned for all the information contained therein.

5. The notice must indicate, among other things, for each PhD course

- a) the duration and start of the PhD course;
- b) the procedures and deadlines for submitting the application form;
- c) the criteria for accessing and evaluating qualifications;
- d) the total number of places for each PhD course, indicating:
 - the number of positions with scholarship and without scholarship;
 - the number of places reserved for graduate students from foreign universities or fellows from foreign countries or for specific international mobility programs;
 - the number of reserved places covered by apprenticeship contracts and research grants;
- e) the admission of suitable candidates to the course in case of renouncement of the winners or if additional resources become available, within 30 days from the start of the PhD courses;
- f) any other forms of financial support;
- g) the possible breakdown of the PhD Course into training curricula;
- h) the methods of the competition according to the indications of these Regulations;
- i) the taxes and contributions to be paid by PhD students;
- l) the procedures for carrying out the admission tests as well as the language in which they will be held;
- m) the procedures for ascertaining knowledge of one or more foreign languages;
- n) publication of the general merit ranking and any scrolling of the same on the University website on the PhD page;
- o) the provision of the posting of competition calendars on the website of the administrative headquarters department of the course.

Furthermore, the admission notice may include:

- in the case of places reserved for graduate students from foreign universities or scholarship holders from foreign countries or specific international mobility programs, different ways of carrying out the admission procedure and the formation of a separate ranking. Places reserved for students who graduated abroad and were not assigned may be made available for other selection procedures on the basis of specific call provisions for admission applications to;
- in the case of national, European and international collaborative projects, specific admission procedures and organisational methods, in relation to the characteristics of the individual PhD projects activated in the context of accredited PhD courses;
- in the case of industrial PhD courses, in accordance with the guidelines defined at European level and with the development strategies of the national system as well as in compliance with the principles referred to in Article 1 of Ministerial Decree 226/2021:
 - specific requirements for carrying out research activities, such as interdisciplinarity, adherence to international networks and cross-sectoriality, with particular reference to the business sector;
 - places available to be allocated to employees of companies or affiliated entities engaged in highly qualified activities admitted to the PhD following the relative selection phase.

6. For each PhD program, a specific descriptive form must be attached, which also indicates the department administrative headquarters of the course, the SSDs of the course, the number of places and scholarships and an indication of their type, the web page of the department where useful information can be found with reference to the training course, the competition calendar and any useful notification for candidates.

7. Applications for participation in the competition, accompanied by the relevant qualifications, must be submitted within the deadlines set by the notice, exclusively in a digital manner.

The access qualification must be translated into Italian or English and self-certified according to Italian law; Additional documents useful for the evaluation of the curriculum can be produced in Italian, English, French or Spanish and self-certified according to Italian law.

Art. 22

Composition and appointment of the Selection Commissions

1. Within 7 days of the deadline for submitting applications for admission to each PhD program, a selection committee will be appointed by Rector's decree on the proposal of the faculty board.

2. Each committee will be composed of three members (*if the PhD course includes up to seven scientific-disciplinary sectors*) or five members (*if the PhD course includes more than seven scientific-disciplinary sectors*) chosen among professors and university researchers, also from other Italian and foreign universities, or by equivalent figures of research bodies in consortium or agreement. No more than two eminent foreign scholars of international level with specific expertise in one of the SSDs pertaining to the PhD course may be added to the aforementioned committee.

The committee members will be chosen, guaranteeing the rotation of at least one of the members (*in the case of a commission consisting of three members*) or at least two (*in the case of a commission consisting of five members*) with respect to the previous cycle.

Three substitute members are also appointed.

The committee appoints its Chair from among its members.

3. Any resignations of members, adequately motivated, will take effect from the date of notification of the same. From that date, the substitute member takes over according to the order of appointment.

4. To support all administrative operations and those of the sole head of the procedure (RUP), upon a proposal of the latter, a unit of technical/administrative university staff is appointed by the General Manager, for each committee, with the functions of a secretary taking the minutes and contact person for the RUP.

5. The University will cover the travel and subsistence expenses of the foreign scholar and/or external member of the university.

6. For PhD Courses that are divided into curricula, without prejudice to the appointment of a single committee, the Faculty Board may propose that it be composed of a representation of the various scientific-disciplinary sectors involved.

7. In the case of PhD courses established as a result of international agreements, the committees are set up according to the methods provided for in those agreements.

8. The committee's work will start no later than the 14th day from the deadline for the presentation of admission applications, with the holding of the preliminary meeting, and must be concluded no later than 60 days from the same start date.

Art. 23

Selection Procedure

1. The selection procedure must ensure an appropriate comparative evaluation of the candidates and

ascertain their aptitude for scientific research. It must be completed within 60 days from the commencement date of the selection, referred to in the previous art. 22, co 8.

2. The dates of the selection tests must be agreed upon with the Director of the PhD School to exclude overlapping dates between PhD courses belonging to the same School.

3. The selection procedure includes:

- the evaluation of qualifications, including the compulsory presentation of a research project, drawn up according to a format that will be attached to the notice;
- the interview concerning the qualifications and the research project.

The research project presented will not constitute a binding work programme in case of admission to the PhD course.

4. The selection boards, for the evaluation of candidates, have 100 points divided as follows:

- Qualifications: max 40 points
(including the research project max score 10 points)

Interview: max 60 points

To access the interview for the ordinary selection and the reserved selection, the minimum score to be achieved in the evaluation of qualifications must be at least 12 points.

For the ordinary selection only, the interview will be considered passed with a minimum score of 42 points.

5. For the evaluation of qualifications, the autonomy of the Selection Board is resolute; for both types of posts (ordinary and reserved), the following documentation can be evaluated:

- a) *The graduation dissertation in full* (or, for undergraduate candidates only, the dissertation under filing countersigned by the supervisor and stamped by the reference department) which can be assessed based on the content and congruence with the PhD or at least one of the Sectors in which the candidate participates.;
- b) the graduation grade, which can be assessed according to proportional parameters; or, failing that, the weighted average grade of all exams taken (for those who will achieve the qualification required by the notice before the date of enrolment in the PhD program);
- c) monographs and publications in peer-reviewed journals or collections which can be assessed if they are of specific relevance to the Sector(s) that are the subject of the PhD and have already been published or have been certified by the publisher as accepted and soon to be published; patents that can be evaluated if with specific relevance with respect to the SSD (s) covered by the research PhD;
- d) postgraduate qualifications, such as the *specialisation diploma*, advanced courses, *master's degree* of at least one year awarded by universities or qualified research institutions assessable if they are appropriate to the PhD Sector(s).;
- e) collaborative grants for research activities that can be evaluated if congruent with the SSD of the PhD; scholarships that can be evaluated if awarded following selective procedures carried out exclusively by Italian or foreign universities or by research institutes of primary and proven relevance; periods of study and research abroad (including the Erasmus period) that can be assessed if carried out at universities or qualified research institutes for a continuous period of not less than three months;
- f) other documents deemed useful by the selection board for a complete evaluation, such as:
 - participation in research activities assessable if proven by a letter of reference from a university lecturer with ASN committee criteria or a qualified international researcher;
 - appointment as subject expert assessable if decided before the issue date of the notice;
- g) the research project prepared according to the indications of the notice.

6. For the evaluation of the interview, without prejudice to the autonomy of the selection board, for both selections, the evaluation criteria are:

- a) clarity of presentation;

- b) ability to synthesise;
- c) critical spirit and adequate knowledge of the topics relating to the qualifications presented;
- d) *ability to carry out part of the qualifying discussion in the foreign language* chosen from those indicated in the information sheet of each course attached to the notice;
- e) ability to answer in-depth questions about the research project presented.

7. The structure of the Selection tests, indicated in the preceding paragraphs, is reported in the notice of competition, which also specifies the related minimum and maximum scores.

8. Candidates who graduated abroad and Italian candidates residing or domiciled outside the region will be able to participate in the oral exam in a digital manner, via Skype video conferencing (or another similar channel), ensuring both the identification of the candidate and the transparency of the procedures; the procedures will be indicated in the notice of competition. The Chair of the Selection Board will have to guarantee the correct conduct of the interview carried out in the aforementioned manner.

9. The outcome of each evaluation (*qualification assessment and interview*) must be promptly published on the department's website indicated in the PhD program attached to the notice, according to the deadlines set out in the competition calendar.

The qualifications evaluation results must be published at least three working days before the interview.

10. The candidate of the reserved competition has the right to sit the interview in Italian or the foreign language indicated in the application form.

11. The selection board will establish, in the preliminary meeting, the criteria and methods of evaluation of the selection.

12. The conduct of the interview is public and, if carried out online, is open to one or more candidates who wish to attend voluntarily.

13. In the case of participation in specific EU and international collaboration projects, the selection procedures will be carried out by international panels and/or EU bodies in the framework of competition funding procedures, which expressly require the enrolment in the PhD course the winners. Candidates, who pass the selection tests, are automatically admitted to the PhD course.

14. For anything not covered by these Regulations, the provisions of the notice of competition shall apply.

Art. 24

General merit rankings and registrations of winners

1. At the end of the selection, the board compiles the general ranking of merit based on the scores obtained in the evaluation of the qualifications and the interview. In the event of a tie between two or more candidates, the youngest candidate will have priority in the ranking.

2. In the case of places reserved for graduate students from foreign universities or fellows from foreign countries, or specific international mobility programs, the selection board formulates a separate general ranking of merit;

3. The general rankings of merit are approved by Rectoral decree within 30 days of the closure of the admissions selection. They will be announced on the University website on the *PhD page*. This will be an official notice to the interested parties; **therefore, no personal communications will be sent to the candidates.**

4. The scholarships will be awarded on the basis of the general merit ranking.

5. For the purposes of admission to the PhD program, the deadlines by which the winners must submit the application for enrolment and the relative declarations will be announced in the admission notice.

6. In order to enrol in the PhD program, the winners who graduated from foreign universities must submit the declaration of value relating to the qualifications to participate in the competition within 60 days of the publication of the general rankings of merit on the University website on the PhD page.

CHAPTER VI OBLIGATIONS AND RIGHTS OF PhD STUDENTS

Art. 25

OBLIGATIONS AND RIGHTS OF PHD STUDENTS

1. The PhD course requires an exclusive and full-time commitment, without prejudice to the provisions of Article 12, paragraph 4 and Article 10, paragraph 2, letter b) of Ministerial Decree 226/2021.

2. PhD students, with or without a grant, are required to:

- carry out the training course approved by the faculty board with exclusive commitment;
- regularly attend the course activities provided by the faculty board;
- participate in common courses within the PhD school;
- present oral or written reports on the activities and research carried out;
- draw up personal registers of the activities referred to in paragraph 4 below;
- comply with whatever else is approved by the faculty board or is provided for by the regulations for the implementation of specific funds to cover the PhD scholarship;
- to write the PhD dissertation with original contributions at the end of the course.

3. PhD students must acquire at least 60 credits each year, distributed according to the training program agreed with the tutor and approved by the Faculty Board, consistent with the training offer advertised annually on the website of the department concerned on the PhD page.

Where required by specific funding projects from which individual courses can benefit, the above credits per hour will be converted into training hours that the PhD students are obliged to attend.

4. The activities of PhD students must be recorded in special personal registers and include: study activities, research activities, personal study, bibliographic and archive research, ongoing checks, participation in seminars, courses and conferences, activities at facilities outside the University (other universities, research institutions, companies) in Italy and abroad, any additional learning and tutoring activities and whatever else may be provided for by the Faculty Board leading to the completion of the course.

It is absolutely forbidden to carry out research activities related to the PhD within private bodies or facilities if not authorised by the Faculty Board. Violation of this rule will result in the forfeiture of the PhD course.

5. The legitimacy of the different activities carried out by the PhD students is certified by the Coordinators based on indications provided by the supervisor and the co-supervisor/s.

6. At the end of each year of the Course, the Faculty Board, based on a detailed report of the activities and research carried out by each PhD student, decides on the admission to the following year or proposes to the Rector the exclusion from the course.

7. Public employees admitted to a PhD course benefit, for the normal duration of the course, from leave provided for by the collective contract or, if employed under public law, from extraordinary leave for study purposes, compatibly with the needs of the administration, pursuant to article 2 of law no. 476, August 13, 1984, with or without grants and unless explicitly waived, only if they are enrolled for the first time in a PhD course, regardless of the subject area.

Without prejudice to the right to the *budget* for the research activity carried out in Italy and abroad referred to in article 9, paragraph 4 of Ministerial Decree 226/2021.

8. For proven reasons, the PhD student may ask the faculty board for an extension of the time allowed for the presentation of the PhD dissertation, for a maximum duration of twelve months, without further financial charges.

9. The faculty board may decide to extend the duration of the PhD course for a period not exceeding twelve months, for justified scientific needs linked, among other things, to needs in the context of co-safeguards lasting more than three years. or the need for a proven increase in scientific productivity, (for example: *for the submission or outcome of a patent application as well as in the event of an extension of the duration of a research project of significant national or international interest*); in cases of extension, the corresponding duration of the scholarship must be ensured with funds from the University budget. Therefore the motivated proposal for extension of the faculty board will be submitted for the approval of the Board of Directors for the related financial verification.

The beneficiary PhD students will be obliged to comply with everything resolved by the faculty with reference to the extended training course, including carrying out the course activities.

10. For proven reasons provided for by current legislation such as maternity, serious illness and civil service, PhD students may request the suspension of the course for a maximum duration of six months. No scholarship or other equivalent funding is envisaged for the duration of the suspension.

11. Following communication from the course Coordinator, the faculty board takes note of the suspensions.

The suspension of more than thirty days for one of the reasons indicated in the previous paragraph 10 of this article entails the obligation to fully recover the periods of interruption of the activity. Therefore, in such cases, the training course duration will be extended for a period corresponding to that of the interruption.

12. The extension and suspension periods referred to in paragraphs 8, 9 and 10 of this article may not exceed a total of eighteen months, except in specific cases provided for by law.

13. Without prejudice to the interventions for the right to study as per legislative decree March 29, 2012, n. 68.

14. Without prejudice to the application of the rules for the protection of parenthood referred to in the decree of the Minister of Labour and Social Security of July 12, 2007, published in the Official Gazette of October 23, 2007, no. 247, PhD students on leave retain the right to the scholarship that will be paid at the end of the suspension period, i.e. the resumption of the course attendance up to the total duration of the scholarship itself.

15. It is the responsibility of the PhD Course Coordinator to promptly notify the competent office of the interruption of the PhD student's activity for the consequent administrative measures.

16. The faculty board may authorise the PhD student to carry out paid activities that allow them to acquire skills relating to the educational environment of the PhD after evaluating the compatibility of the same activities with the successful performance of the training, teaching and research activities of the PhD course. In such cases, the maximum income limit, which the PhD student can receive as compatible with the scholarship, is equal to the amount of the scholarship itself.

17. For each PhD student, the faculty board normally provides for the carrying out of research and training activities, consistent with the PhD project, at highly qualified institutions abroad, for a total period not exceeding twelve months. This period can be extended up to an overall maximum of eighteen months for PhDs co-supervised with foreign subjects or for those in aggregate form activated pursuant to article 3, paragraph 2, of Ministerial Decree 226/2021.

In planning the training activities abroad, the board can take into account the proposal of the supervisor and the co-supervisor/s of the PhD student who must propose the program of activities, the title of the project and the invitation letter from the foreign supervisor.

For periods of attendance abroad, the scholarship is increased by 50% as required by art. 32 of this regulation.

18. PhD students have an obligation of confidentiality in relation to the research activities carried out with external bodies.

19. The use of research grants by PhD students without a scholarship is allowed as long as the topic to which the grant refers is similar, in the Faculty Board's judgement, to the PhD topics.

20. Following the enrolment to the course, the University email address will be activated for each PhD student through which he/she will receive institutional communications. Reading the institutional email is mandatory, as well as being constantly informed via the University and Department website for general and specific communications relating to the PhD.

The PhD student is also obliged to register on the ministerial site on the *LoginMIUR* page in order to be registered as a research potential of the university.

Art. 26

Tutoring and supplementary teaching activities

1. As an integral part of the training project, subject to authorisation from the faculty board and without any increase in the scholarship, PhD students can carry out:

- tutoring, including paid tutoring, of undergraduate and master's degree students;
- supplementary teaching activities, within the limit of forty hours for each academic year.

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

2. The performance of the activities mentioned in paragraph 1 of this article must be indicated in the personal registers referred to in the preceding art. 25, paragraph 4.

3. This is without prejudice to specific teaching collaborations provided for by specific national rules for which the related discipline shall apply.

All other forms of teaching are strictly prohibited, and it is the responsibility of the Coordinator to supervise compliance with this provision.

Art. 27

Causes for exclusion

1. The Faculty Board, having consulted with the supervisor and co-supervisor/ and having heard the PhD student, may propose to the Rector, with a justified resolution, the exclusion of the PhD student from the course during the year in the following cases:

- a) unauthorised work performance;
- b) unjustified and prolonged absences;
- c) insufficient training assessed by the Faculty Board.

Art. 28

Incompatibility regime

1. The enrolment in PhD courses is not compatible with a simultaneous enrolment in degree courses, non-medical specialisation courses, first and second level masters or other PhD courses in Italy or abroad.

2. Students enrolled in Bachelor's or Master of Science/Specialist degree Courses, and postgraduates enrolled in Non-Medical Specialisation Schools who, having a degree, intend to enrol in a PhD course, have to request the temporary suspension of their first enrolment.

Art. 29

PhD courses and medical graduate schools

1. In accordance with the provisions of Article 8, paragraph 1 of Ministerial Decree 226/2021, the university allows the joint attendance of the PhD course and a medical specialisation course, in compliance with the following conditions:

- a) compatibility, also in consideration of the distance between the facilities, of the activities and commitment envisaged by the specialisation school and the PhD course, certified by the board of the medical specialisation school and the PhD board;
- b) incompatibility between the PhD scholarship and the fees, however denominated, received in relation to the activities of the specialisation school.

2. In the cases of joint attendance referred to in this article, the request for reduction of PhD activities is accepted by the faculty of the PhD course after positive evaluation of the consistency of the research activities already carried out in the medical specialisation course, with the PhD project. For the purposes of accepting the application referred to in this paragraph, the opinion of compatibility, expressed by the board of the specialisation school, of the PhD project with the didactic purposes of the same specialisation school is also required. If the application referred to in this paragraph is accepted, the PhD course has a duration of no less than two years.

3. Doctors in specialist training, by virtue of the incompatibility provided for in paragraph 1 letter b) of this article and art. 7 lett. b) of Ministerial Decree 226/2021, cannot receive the PhD scholarship concurrently with other funds, however denominated, received in relation to the activities of the specialisation school. If they hold a PhD position with a scholarship, they will be able to benefit from it only at the end of the specialisation course.

Art. 30

Assistance activity

1. The PhD students of the medical area, with the authorisation of the Faculty Board, can participate in clinical-assistance activities for a number of hours which cannot exceed 22 per week.

For doctors undergoing specialist training and enrolled in a PhD program pursuant to the previous article, the provisions of current legislation and the specialist training contract shall apply with regard to carrying out assistance activities.

2. In order to participate in the assistance activity, PhD students in the medical area must have adequate insurance coverage against professional risks and hold a qualification and registration in the professional register.

3. The request to the Faculty Board must be submitted, subject to the authorisation of the Director of the multispecialty department of reference, with the consent of the supervisor or co-supervisor/s, who certify that the activity is necessary for the achievement of the research project objectives.

4. The supervisor and co-supervisor/s ensure that the activity is always carried out in his/her presence or the presence of a person with tenure and that the possibility that PhD candidates are used in autonomous activities and emergency/urgency and/or holiday activities is in any case excluded.

5. The activity is carried out without burden on the University budget and does not give rise to rights regarding access to the roles of Italian universities.

Art. 31

Paid activity

1. Students enrolled in PhD courses, with prior authorisation from the faculty board, can carry out paid activities, which allow them to acquire skills relating to the educational environment of the PhD.

2. It is up to the faculty board to assess the compatibility of the paid activity with the successful performance of the educational, teaching and research activities of the PhD course after consulting with the supervisor and the co-supervisor/s on the basis of the PhD student's communication with the faculty they belong to concerning the activities of the PhD course carried out outside working hours.

3. The performance of an unauthorised paid activity is a reason for exclusion from the PhD course.

Art. 32

Scholarships, taxes and contributions

1. The scholarships, which can also be financed with the help of several funding sources, have a total duration of at least three years.

They are assigned, for the entire duration of the course, to those enrolled in PhD courses according to the order defined in the general merit ranking referred to in art. 24 of these regulations. They are renewed annually after positive verification of the completion of the activity program envisaged for each year.

The procedures for renewal are established by the faculty board and codified in the course regulations. If the scholarship is not renewed, or if the student renounces it, the unused amount of the scholarship is reinvested by the university for the funding of PhDs.

2. The minimum amount of the scholarship is established by decree of the Minister of University and Research. It is paid in monthly instalments postponed to the frequency and activity of study and research, with the exception of PhD students with foreign citizenship, for whom the disbursement is always carried out in advance with monthly instalments.

3. The increase in the scholarship is established at 50%, for a total period not exceeding twelve months, for carrying out research activities abroad authorised by the faculty board. This period can be extended up to an overall maximum of eighteen months for PhDs co-supervised with foreign subjects or activated pursuant to article 3, paragraph 2, of Ministerial Decree 226/2021.

4. To carry out the research activity in Italy and abroad, the student is ensured a *budget* adequate to the type of PhD course and the specific discipline in addition to the scholarship, and in any case, not less than 10% of the amount of the scholarship itself, for the first year of the course, and an amount equal to 20% of the scholarship starting from the second year.

The aforementioned *budget* is also ensured for PhD students without a scholarship and will be assigned to the administrative headquarters department of the PhD course to support the research and training activities of the PhD student in conjunction with the start of the courses. For the type of positions without a scholarship, it is possible to provide for a co-financing equal to 50% to be paid by the individual departments with a specific resolution of the Board of Directors.

5. If the funds attributed for carrying out research and training activities of the PhD students of the third year have not been completely used, the PhD Coordinator can exceptionally authorise the missions of PhD students of the first year or PhD students of the second year for which funds have not yet been allocated.

6. The PhD student is authorised by the Coordinator, with the approval of the supervisor, for the following expenses:

- a) missions of PhD students in Italy and abroad, registration for conferences seminars.
- b) consumables for research in which PhD students are involved (for example, *chemical reagents, electrical and electronic materials, stationery, etc.*);
- c) goods/equipment (for example, *hardware, software, scientific equipment*). The assets must be inventoried and will remain the university's property at the end of the PhD cycle. Of course, it is not in any case possible to purchase goods/equipment for personal use (for example, *cell phones, tablets, etc.*);
- d) publishing costs;
- e) specific training for research (for example, language courses, training courses, etc.);

- f) events in whose organisation PhD candidates are directly involved, (e.g., *PhDay*):
- g) in the event of availability of unused funds, the faculty board may decide to use them to pay the travel of foreign commission members for the dissertation, which provides for the conferment of the additional foreign qualification to the PhD student (e.g., *doctor europaeus*).
7. Also, PhD students authorised for research stays abroad during which they benefit from the scholarship increase are entitled to reimbursement for missions in order to encourage international exchanges.
8. The PhD scholarship is subject to the payment of separately managed INPS social security contributions, pursuant to article 2, paragraph 26, of law no. 335, to the extent of two-thirds paid by the administration and one third by the scholarship holder. PhD students benefit from the protections and related rights.
9. The scholarship for attending the PhD is compatible with other personal income received in the calendar year of greater use of the amount up to the limit of the scholarship itself. To verify this threshold, all personal income deriving from work activities is considered, excluding the amount of the scholarship or any income support benefits paid according to the scholarship (such as the maternity allowance).
10. In case of withdrawal from the course, the PhD student is required to return the scholarship instalments already received in the only cases in which he/she exceeds the income limit, as per the preceding paragraph, or is in one of the cases of incompatibility envisaged by current laws and these regulations.
11. If the candidate has already received a scholarship for a PhD course, he/she cannot apply for a second time.
12. Scholarships may not be combined with other scholarships for any reason whatsoever, except for those awarded by national or foreign institutions to supplement, stays abroad, training or research activities of scholarship holders abroad.
Scholarships for PhD attendance are compatible with *Erasmus* scholarships.
13. By Rector's decree, after deliberation by the competent academic bodies, the following items are established:
- a) the amount of the contribution for access and attendance to the PhD courses, as well as the conditions for exemption from payment of the same, providing that the contribution share of the PhD student with foreign citizenship and without a scholarship cannot exceed half of the sum provided for the Italian PhD student;
- b) the methods of disbursement of the scholarships.

CHAPTER VII

AWARD OF THE QUALIFICATION OF RESEARCH DOCTOR

Art. 33

PhD dissertation and procedures for obtaining the qualification

1. The qualification of PhD, abbreviated to "Dr. Ric." is released following the positive evaluation of a research dissertation that contributes to the advancement of knowledge and methodologies in the chosen field of investigation.
2. The qualification of PhD is conferred by the Rector, to the extent permitted, who certifies the achievement with the release of a parchment certificate.
3. The requirements for Coordinators and PhD students relating to the procedure for obtaining the degree are established in a specific circular published on the University website on the PhD page.
4. The PhD dissertation is written in Italian or English, or another language, subject to the authorisation of

the faculty board and is accompanied by a summary written in English and by a report by the student on the training activities carried out during the PhD course and on any publications.

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

5. The PhD student must send the dissertation and the attachments indicated in paragraph 4 above to the Coordinator.

Subsequently, the Coordinator will send it to at least two evaluators not belonging to the university and in possession of highly qualified experience, of which at least one is a university professor chosen by the faculty board and for which no remuneration is provided. The evaluators can belong to foreign or international institutions

Within thirty days of receipt of the dissertation, the evaluators express a written analytical judgement, proposing admission to the public discussion or postponement of the dissertation for a period not exceeding six months. After this period, the dissertation, with the corrections and/or additions made and accompanied by a new written opinion given by the evaluators, is, in any case, admitted for discussion.

6. The faculty board decides, after acquiring - for each PhD student - the analytical opinion written on the dissertation expressed by the aforementioned evaluators and the relative proposal for admission to the public discussion.

With the aforementioned resolution, the Faculty Board also decides on the possible proposal for postponement of the discussion made by the evaluators for a period not exceeding six months; however, the PhD student is not entitled to the use of the scholarship.

7. The Coordinator transmits the decision of the faculty board regarding admissions to the public discussion of the PhD students' dissertation to the competent office. The Coordinator's responsibility is to notify each graduate student of the relative admission and the timing within which the latter must proceed with the forwarding to the service offices of the commission members referred to in art. 35, of these regulations, of the dissertation accompanied by the documentation, indicated in the previous paragraph 4.

8. Before the discussion, the PhD student must send the dissertation in hard copy and/or in electronic format, according to the procedures that will be made known in the circular indicated in paragraph 3 of this article.

The university, within thirty days of the discussion and approval of the dissertation, will:

a) deposit the copy in electronic format, in the national registry of PhD students, and research doctors referred to, in paragraph 1, of art. 14 of Ministerial Decree 226/2021, in a specific open access section.

Subject to authorisation from the Faculty Board, parts of the dissertation may be made unavailable in relation to the use of data protected under the current legislation on the subject;

b) deposit the copy in electronic format at the National Central Libraries of Rome and Florence.

9. The PhD student has the right to request an embargo period, provided that the request is duly motivated and justified, in the case of a dissertation in the process of being published, of dissertations resulting from an agreement with third parties, for reasons of public security and privacy. In the application for an embargo, it is necessary to indicate the time limit of access to the consultation of the dissertation: the time period can vary between 6 and 12 months or, in exceptional cases, for a maximum of three years (36 months).

Art. 34

Patentable dissertations

1. A research dissertation falls into the sphere of patentability only if it solves an existing problem and is able to offer solutions that can be transferred at a technological level (technology transfer) for the benefit of the community (industrial development).

2. The patent request must be made before the dissertation's discussion, as the public and open

discussion is equivalent to a publication.

3. After the filing request, publishing is allowed in any form.

Art. 35

Award of the qualification of PhD

1. Each committee is appointed by Rector's decree, on the proposal of the faculty board in respect, where possible, of gender balance and the different scientific-disciplinary sectors and is composed of five effective members (of which at least three do not belong to the administrative headquarters of the course and no more than two belonging to the subjects participating in the PhD pursuant to article 3, paragraph 2 of Ministerial Decree 226/2021). In any case, the commission comprises at least two-thirds of members of academic origin.

Three substitute members are also appointed (of which at least two do not belong to the administrative headquarters of the course and no more than one belonging to the subjects participating in the PhD pursuant to article 3, paragraph 2 of Ministerial Decree 226/2021).

The commission appoints its Chair and Secretary from among its members.

2. Any resignations of members, adequately motivated, will take effect from the date of notification of the same and the competent office from that date. The substitute members will take over according to the order of appointment.

3. The University will bear the travel and subsistence expenses of teachers from foreign and/or external universities.

4. The appointment decree referred to in paragraph 1 above is published on the University website on the page dedicated to the research PhD.

The aforementioned publication is equivalent to a notification, in all respects, for PhD students who will have to discuss their PhD dissertation.

5. In the case of PhD courses established as a result of international agreements, the commissions are set up according to the methods provided for in those agreements.

6. The Committee must complete their work within 60 days following the notification of the appointment.

Art. 36

Discussion of the PhD dissertation

1. The PhD dissertation is public and takes place before the committee, referred to in the previous art. 35, at the university or digitally, only for foreign candidates with authorisation from the Faculty Board for documented needs. The publicity of the related documents is ensured.

The date, time and place of the dissertation will be communicated by the Coordinator directly to the PhD students at the appropriate headquarters and published on the website of the Department where the PhD is carried out, on the page dedicated to the PhD Course. This publication will have an official notification value.

2. At the end of the discussion, the committee will express a written and motivated judgement on the dissertation, and, where unanimously recognising particular scientific importance, it can attribute honours.

3. Candidates who receive a negative evaluation will not be able to repeat the PhD dissertation.

4. Where the result of a PhD dissertation has an immediate scientific and/or industrial impact, or a significant humanistic/legal impact (testified, for example, by an international patent application or industrial exploitation or a literary prize award or evidence of publicly expressed appreciation by academies at a national and/or international level), the PhD student, author of the research (whose role in the research itself must be highlighted) will be assigned a prize of 7,500 euro, by specific Rectoral provision and on a

justified proposal by the Faculty Board, and an additional PhD scholarship to be used in the following cycle.

If this occurs for several candidates of different PhD programs, a special commission composed of the Coordinators of all PhD Course programs will indicate the sole winner of the prize.

CHAPTER VIII INTERNATIONALISATION

Art. 37

International PhD qualification and agreements for International PhDs

1. The University aims to internationalise its PhD courses, with the tools provided for by art. 3, co. 2, of Ministerial Decree 226/2021, also in the framework of research collaboration projects with foreign university institutions or research centres or by activating co-supervised PhD courses.

2. In the case of national, European and international collaborative projects, specific admission procedures and organisational methods may be envisaged, including a different start date, in relation to the characteristics of the individual projects, activated in the context of accredited PhD courses.

Regarding the accreditation procedures, the agreements can be concluded within the accredited courses or, if the agreement so requires, can include accreditation procedures for the course envisaged in the agreement.

3. The qualifications conferred can also be purely honorary, as long as they are framed within community regulations or recommendations, such as the European Union and/or the Rectors' Conference of the member countries of the European Union.

Art. 38

Doctor europaeus

1. The University issues the additional certification of "European PhD" when all the following documented conditions are met:

- positive opinion on the dissertation work given by at least two referees from two university institutions in two different EU countries, other than the country where the candidate is registered;
- presence in the committee of at least one member from a university institution in a country other than the country where the candidate is registered;
- the dissertation is held in a language other than the official language of the country where the candidate is registered;
- the PhD dissertation must result from a work and research period lasting at least 3 months in an EU country. (Different from the one where the candidate is registered).

2. At the same time as the ruling relating to the admission of PhD candidates to subsequent years, the Faculty Board makes a request to the Rector to issue the European PhD certification for PhD students who can meet the aforementioned requirements.

3. The European Union logo will be placed on the parchment as a distinctive mark.

Art. 39

PhDs with dissertation joint tutorship

1. The University enters into bilateral agreements with foreign universities concerning the creation of dissertation joint tutorship programs consisting of the development of a dissertation under the joint guidance of a professor at the University *Luigi Vanvitelli* and a professor from the participating university.

2. Each joint tutorship program is supported by an agreement that specifies the terms of the agreement in accordance with the following provisions:

- enrolment at the home University also entails regular enrolment at the participating foreign university,

- without additional contributions;
- the participating foreign university makes the necessary educational and research facilities available to the PhD student and, in any case, guarantees the services provided to its own PhD candidates;
 - each university provides its PhD student with insurance coverage against accidents;
 - the appointment of two dissertation supervisors, one for the Italian part, the other for the participating foreign university, who follow the PhD student's research activities and evaluate the PhD dissertation, each with their own written report. The positive judgement of both dissertation supervisors is a necessary condition for admission to the dissertation;
 - the PhD student carries out his/her studies and research activities at the facilities of the two universities for approximately equivalent periods;
 - the PhD dissertation will be discussed before the committee appointed by the Rector of the home University and composed according to the procedures set out in the agreement. Each of the two Institutions undertakes to confer the title of Research PhD or equivalent, for the same dissertation, following a favourable report by the committee for the achievement of the qualification, or to confer a joint qualification;
 - the protection of the dissertation subject, as well as its publication, use and protection of the research results achieved by the PhD student at the two institutions, will be subject to current legislation and guaranteed in accordance with the specific procedures of each country involved in the joint tutorship;
 - the home University bears the financial costs associated with the mobility of the PhD student.

3. The joint tutorship of PhD dissertations is normally carried out in favour of PhD students registered in the 1st year of the Course.

The Faculty Board can also authorise the activation of a dissertation joint tutorship for PhD students enrolled in the 2nd year of the Course if there are particular specific interests. In this hypothesis, the Faculty Board may simultaneously approve the one-year extension for the discussion of the final dissertation if the PhD student must enrol in the first year of the course at the participant university.

4. At the end of each training year, the faculty board will evaluate the activity carried out also by the PhD students in co-supervision of the dissertation registered at the participating foreign university for the purpose of admission to the following year

5. The PhD qualification is completed with the term "*dissertation under the joint tutorship of the university.....* »

Art. 40 **International PhDs**

1. If the level of harmonisation achieved between the Italian university system and that of another country or other countries permits it, International PhDs can be established by concluding specific inter-institutional agreements.

2. Activation is subject to ministerial accreditation pursuant to Article 3 of Ministerial Decree 226/2021, in the event of at least four PhD scholarships.

3. The requirements for the accreditation of PhDs with international mobility are identical to those of national PhDs.

4. The inter-institutional agreements for International PhDs that lead to the conferral of double/multiple or joint qualifications must comply with the following principles:

- a) indication of the participating Italian and foreign universities and/or bodies;
- b) reference to the PhD regulatory framework of the cooperating countries/institutions;
- c) analytical indication of scientific issues in the scientific project, with the possible preparation of curricula, and adequate structure of the educational program, showing the reasons for the creation of an International PhD;

- d) indication of a Coordinator responsible for the organisation of the Course, of the Co-director for each participating University and the Faculty Board;
- e) provision of a Faculty Board made up of no less than sixteen teachers, of which no more than a quarter of researchers, or equivalent positions in foreign bodies, belonging to the macro-sectors consistent with the training objectives of the Course with equivalent positions in foreign bodies, of international fame and documented scientific production, with a balanced presence of members studying in the proponent headquarters;
- f) provision for the election of the Coordinator of the Course by the Faculty Board;
- g) provision of a fair balance and distribution of the financial funds of each headquarters, both in terms of material and financial resources (scholarships, operating expenses, use of spaces and laboratories) without restrictions of destination regarding the nationality of the PhD students who directly or indirectly use the resources, it being understood that the contribution in terms of scholarships cannot be less than four.
The university can contribute to operating expenses financially or by making other resources available, or through scholarships.
- h) provision of methods for admitting students through procedures that ensure an adequate evaluation of candidates on an equal and non-discriminatory basis. Specific methods and criteria for admission to the International PhD Courses, determined by the Faculty Board, must be expressly indicated in the text of the notice, respecting, in any case, the principles of selectivity and transparency as well as suitable comparative evaluation of candidates regardless of their nationality;
- i) indication of the composition methods of the selection committees, which must be composed of scholars appointed by the participating institutions; these scholars may also not belong to the proponent headquarters. Nobody can be part of the committee more than once in a three-year period;
- j) indication of the composition of the final selection committee with teachers appointed by the participating universities in the manner indicated by the inter-institutional agreements, also including teachers not belonging to the proponent headquarters. Nobody can be part of the committee more than once in a two-year period;
- m) the language or languages in which the dissertation must be written and discussed;
- n) the issue of the joint qualification signed by the Rectors of all the Universities participating in the PhD Program or of a double or multiple PhD qualifications, with the specific mention that the qualification is valid in each system with the denomination provided for by the relevant regulations;
- o) for what is not expressly indicated, reference should be made to the specifications of the inter-institutional agreements.

Art. 41 **Visiting PhDs**

1. PhD students from other universities (*Italian or foreign*) who spend a research period of more than one month at a Department of the University of Campania *Luigi Vanvitelli*, not included in specific agreements, at the request of a University professor who is a scientific reference, will be assigned the PhD *visiting* qualification.
2. The Visiting PhD students are not enrolled in the University's PhD Courses and do not qualify as PhDs of the University.
3. The secretarial headquarters of the Department where the *Visiting PhD* students carry out the research period will provide them with a certificate of recognition for access to general research support services, including an e-mail address, access to library services, the internet and computer rooms.

CHAPTER IV **FINAL REGULATIONS**

Art. 42

Final regulations

1. For needs related to exceptional and urgent situations and/or in order to implement specific legislative regulations or ministerial indications, it is possible to modify and/or integrate the ordinary terms and procedural methods provided for in this regulation, subject to approval by the board of directors, and of the academic senate with a qualified majority of two-thirds of the members.

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